GARDENA CITY COUNCIL

Regular Meeting Notice and Agenda

Council Chamber at City Hall
1700 West 162nd Street, Gardena, California
Website: www.cityofgardena.org

Tuesday, September 10, 2024
Open Session 7:30 p.m.

TASHA CERDA, *Mayor*
RODNEY G. TANAKA, *Mayor Pro Tem*
MARK E. HENDERSON, *Council Member*
PAULETTE C. FRANCIS, *Council Member*
WANDA LOVE, *Council Member*

MINA SEMENZA, *City Clerk*
GUY H. MATO, *City Treasurer*
CLINT OSORIO, *City Manager*
CARMEN VASQUEZ, *City Attorney*
LISA KRANITZ, *Assistant City Attorney*

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

1. **VIEW THE MEETING live on SPECTRUM CHANNEL 22 or ONLINE at** youtube.com/CityofGardena

2. **PARTICIPATE BEFORE THE MEETING** by emailing the Deputy City Clerk at publiccomment@cityofgardena.org by 5:00p.m. on the day of the meeting and write "Public Comment" in the subject line.

3. **ATTEND THE MEETING IN PERSON**

   PUBLIC COMMENT: The City Council will hear from the public on any item on the agenda or any item of interest that is not on the agenda at the following times:

   - Agenda Items – At the time the City Council considers the item or during Oral Communications
   - Non-agenda Items – During Oral Communications
   - Public Hearings – At the time for Public Hearings listed on the Agenda

   If you wish to address the Council, please complete a "Speaker Request" form and present it to the City Clerk or Sergeant of Arms. You will be called to the podium by name when it is your turn to address the Council. The City Council cannot legally take action on any item not scheduled on the Agenda. Such items may be referred for administrative action or scheduled on a future Agenda. Members of the public wishing to address the City Council will be given three (3) minutes to speak.

4. The City of Gardena, in complying with the Americans with Disabilities Act (ADA), requests individuals who require special accommodations to access, attend and/or participate in the City meeting due to disability, to please contact the City Clerk's Office by phone (310) 217-9565 or email cityclerk@cityofgardena.org at least 24 business hours prior to the scheduled general meeting to ensure assistance is provided. Assistive listening devices are available.

STANDARDS OF BEHAVIOR THAT PROMOTE CIVILITY AT ALL PUBLIC MEETINGS

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

Thank you for your attendance and cooperation

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1. **ROLL CALL**

   PUBLIC COMMENT ON CLOSED SESSION

2. **CLOSED SESSION**

   CITY ATTORNEY REPORT OUT OF CLOSED SESSION

3. **PLEDGE OF ALLEGIANCE**

   Amestoy Elementary School

4. **INVOCATION**

   Pastor Ataru Nakagawa
   Gardena Japanese-American Seventh-day Adventist Church

5. **PRESENTATIONS**

   5.A November 5, 2024 Election Presentation

   5.B Boards & Commissions Presentation - Gardena Economic Business Advisory (GEBAC)

   5.C Gardena Events Video Presentation

6. **PROCLAMATIONS**

   6.A "City of Gardena 94th Anniversary Day" - September 11, 2024 *(To be proclaimed only)*
   Proclaim Only-94th Anniv. Day - 2024.pdf

   6.B "24th Annual Keep Gardena Beautiful Day," - September 21, 2024 (*To be proclaimed only*)
   Proclaim Only-Keep Gardena Beautiful Day-2024.pdf

   6.C "City Employee Recognition Day," September 26, 2024 (*To be proclaimed only*)
   Proclaim Only-City Employee Recognition Day-2024.pdf

7. **APPOINTMENTS**

8. **CONSENT CALENDAR**

NOTICE TO THE PUBLIC - Roll Call Vote Required On The Consent Calendar
All matters listed under the Consent Calendar will be enacted by one motion unless a Council Member requests Council discussion, in which case that item will be removed from the Consent Calendar and considered separately following this portion of the agenda.

PUBLIC COMMENT ON CONSENT CALENDAR

8.A Waiver of Reading in Full of All Ordinances Listed on this Agenda and that they be Read by Title Only
CONTACT: CITY CLERK

8.B Approve Minutes:
Regular Meeting of the City Council, August 13, 2024
CONTACT: CITY CLERK
08132024 REGULAR Minutes CC Meeting - FINAL.pdf

8.C Receive and File Minutes:
Planning and Environmental Quality Commission, July 16, 2024
CONTACT: COMMUNITY DEVELOPMENT
2024_07_16 PCMIN.pdf

8.D Approval of Warrants/Payroll Register, August 27, 2024
CONTACT: ADMINISTRATIVE SERVICES
Warrant-Payroll Register 08-27-24.pdf

8.E Approval of Warrants/Payroll Register, September 10, 2024
CONTACT: ADMINISTRATIVE SERVICES
Warrant-Payroll Register 09-10-24.pdf

8.F Monthly Investment Portfolio, July 2024
CONTACT: ADMINISTRATIVE SERVICES
July 2024 Investment Report.pdf

8.G Personnel Report P-2024-14 9-10-24
CONTACT: ADMINISTRATIVE SERVICES
PERS RPT P-2024-14 9-10-24.pdf
Classification and Compensation Sched - September 10 2024.pdf
Crime Analyst.pdf

8.H RESOLUTION NO. 6681, Repealing Resolution No. 6612, and Adopting a New Conflict of Interest Code
CONTACT: CITY CLERK
RESO NO 6681 - Conflict of Interest Code.pdf

8.I Acceptance and Notice of Completion for the Nakaoka Community Center HVAC Upgrade Project, JN 522.
CONTACT: PUBLIC WORKS
NOC_NCC HVAC Upgrade_JN 522.pdf

9. **EXCLUDED CONSENT CALENDAR**

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

10.A AUGUST 20, 2024 - MEETING:
CONDITIONAL USE PERMIT #3-24, ENVIRONMENTAL ASSESSMENT #6-24
The Planning Commission reviewed a request for a conditional use permit and public convenience or necessity to allow the sale of beer and wine for on-site consumption in an existing cigar lounge located at 14512 Crenshaw Blvd, and exemption request from the provisions of CEQA pursuant to Guidelines Section 15301 and 15061(b)(3).
Commission Action: The Planning Commission approved Resolution No. PC 15-24, by a vote of 4-0, approving Conditional Use Permit #3-24, made the findings for public convenience or necessity, and directed staff to file a Notice of Exemption.

City Council: Receive and file.

10.B AUGUST 20, 2024 - MEETING:
ZONE TEXT AMENDMENT #5-24 - ORDINANCE NO. 1875
The Planning Commission considered a recommendation to the City Council on adoption of Ordinance No. 1875 amending GMC Chapter 18.66 and Section 18.36.020 relating to allowing non-storefront retail medicinal cannabis delivery services businesses in the M-1 and M-2 zoning districts and finding the exempt under the common sense exemption of CEQA Guidelines Section 15061(b)(3).
Commission Action: The Planning Commission approved Resolution No. PC 16-24, by a vote of 3-1, recommending the City Council adopt Ordinance No. 1875 and find the project exempt from the provisions of CEQA.

City Council: Receive and file. This matter will brought before the City Council at a future hearing date.
To view the complete Planning Commission agenda packet CLICK HERE.
2024_08_20 PCAX (CC Agenda 9.10.2024).pdf

10.C SEPTEMBER 3, 2024 - ***Meeting Cancelled***
2024_09_03 CANCELLATION.pdf

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

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

12. **DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES**

12.A Authorization to Lease to Purchase 2024 Tesla Model Y from Enterprise Fleet Management with a Down Payment in the Amount of $57,057, and Monthly Fees Over a 60-Month Period in the Amount of $8,461 for a Total Requested Amount of $65,518

Staff Recommendation: Approve Purchase
Quote - 2024 Tesla Model Y Long Range 4dr All-Wheel Drive.pdf

12.B Approval of Side Letter between the City of Gardena and the Gardena Municipal Employees Association ("GMEA")

Staff Recommendation: Approve the Side Letter between the City of Gardena and the Gardena Municipal Employees Association ("GMEA")
GMEA Side Letter - FT Bus Operator - September 2024.pdf
Bus Operator.pdf
Relief Bus Operator.pdf

13. **DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT**

13.A Review Of The Façade Improvement Conceptual Design and Program For The Gardena Boulevard Revitalization Program

Staff Recommendations:
- **Review the Gardena Economic Business Advisory Commission (GEBAC)'s recommendations on the Façade Improvement Conceptual Design and Programs prepared by Michael Baker International for the Gardena Boulevard Revitalization Program.**
- **Provide direction to GEBAC to draft the program guidelines for implementing the Façade Improvement Conceptual Design, utilizing the $2 million state earmark.**

Gardena Blvd Facade Improvement Design Report.pdf

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

15. **DEPARTMENTAL ITEMS - POLICE**

16. **DEPARTMENTAL ITEMS - PUBLIC WORKS**

16.A Award Construction Contract for the Artesia Boulevard Arterial Improvement Project, JN 935, from Western Avenue to Vermont Avenue to DASH Construction Company in the amount of $5,311,440.36. Additionally, Award Construction Management and Inspection Services Contract to Anser Advisory, in the amount of $358.279.50, Approve the Design Contract Change Order Services to Cannon Corporation in the amount of $52,181.00, Approve the Project Plans & Specifications, Approve a Budget Appropriation of $775,000 for 18% Project Contingency and Job Cost, and Declare California Environmental Quality Act (CEQA) Exemption under Section 15301

Staff Recommendation:

- **Award Construction Contract to DASH Construction Company**
- **Award Construction Management and Inspection Services to Anser Advisory**
- **Approve Design Contract Change Order Services to Cannon Corporation**
- **Approve Project Plans and Specifications**
- **Approve Budget Appropriation for Project Contingency and Job Cost**
- **Declare CEQA Exemption Under Section 15301**

JN935_DASH ConstructionCompanyInc_Bid.pdf
JN935_AnserAdvisory Proposal.pdf
JN935_Cannon's Reqst.pdf
JN935_Specifications & Plans.pdf
Notice of Exemption JN 935 Ph2.pdf

16.B Award Construction Contract for the Pedestrian Safety Improvement FY 2023-2024 Project (Phase 2), JN 527, to Kalban, Inc., in the amount of $199,679, Declare California Environmental Quality Act (CEQA) Exemption under Section 15301, Approve the Project Specifications and Budget Contingency

Staff Recommendation:

- **Award Construction Contract**
- **Declare CEQA Exemption Under Section 15301**
- **Approve the Project Specifications**
- **Approve Expenditures of Remaining Budget as Contingency**

JN 527 Specs_Signed.pdf
JN 527_CEQA_NOE.pdf
JN 527_District 2 Map.pdf

16.C Authorization to Purchase 2024 Ford Crew Cab F350 Pickup Truck from Downtown Ford Sacramento in the amount of $69,616.49 and Sell Current 1999 Chevrolet Crew Cab 2500 Pickup Truck at Estimated Residual Value of $3,000 for the Public Works Department

Staff Recommendation: Approve Purchase and Sell Current Vehicle
2024 Ford F350 Quote.pdf

16.D Approve a Cooperative Agreement between the Los Angeles County Department of Public Works and the City of Gardena to share costs for the County Regional Traffic Signal Synchronization Program (TSSP) Project, JN 518, on East Rosecrans Ave.

Staff Recommendation: Authorize the City Manager to Execute the Agreement
Rosecrans Ave. TSSP Co-op Funding Agreement.pdf

16.E Approve On-Call Professional Services for General Civil Engineering Design, Construction Management and Inspection, Traffic Engineering, Architecture and Landscape Architecture, Geotechnical Engineering/Geology and Material Testing, and Staff Augmentation.

Staff Recommendations: Approve On-Call Professional Consultants for As-Needed Services
Consultant Agreement_Anser Advisory Management.pdf
Consultant Agreement_Architerra Design Group.pdf
Consultant Agreement_AZTEC.pdf
Consultant Agreement_BGB Design Group.pdf
Consultant Agreement_BREEN Design Group.pdf
Consultant Agreement_Cannon Corporation.pdf
Consultant Agreement_David Evans and Associates.pdf
Consultant Agreement_DMS Consultants.pdf
Consultant Agreement_Hartzog and Crabill.pdf
Consultant Agreement_IDS Group.pdf
Consultant Agreement_Iteris.pdf
Consultant Agreement_JMDiaz.pdf
Consultant Agreement_John M. Cruikshank Consultants.pdf
Consultant Agreement_Kimley-Horn and Associates.pdf
Consultant Agreement_Kreuzer Consulting Group.pdf
Consultant Agreement_Ninyo and Moore.pdf
Consultant Agreement_NV5.pdf
Consultant Agreement_Onward Engineering.pdf
Consultant Agreement_Project Partners.pdf
Consultant Agreement_PSOMAS.pdf
Consultant Agreement_TAIT and Associates.pdf
Consultant Agreement_Terracon Consultants.pdf
Consultant Agreement_TJKM Transportation Consultants.pdf
Consultant Agreement_Transtech Engineers.pdf
Consultant Agreement_Verde Design.pdf

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

18. **DEPARTMENTAL ITEMS - TRANSPORTATION**

18.A Approve GTrans Proposed Service Changes for January 2025

Staff Recommendation: Approve Service Changes
GTrans Service Changes 2025 Staff Report.pdf

19. **COUNCIL ITEMS**

19.A Designation of Voting Delegate / Representative for the League of California Cities Annual Conference and Expo - October 16-18, 2024

Staff Recommendation: Designate Voting Delegate / Representative
2024 Cal Cities Voting Delegate Information Packet.pdf

19.B Designate one (1) Council Member for the International Travel for the City of Gardena's visit to Ichikawa, Japan, in celebration of the 90th Anniversary of Ichikawa City becoming a municipality.

Staff Recommendation: Designate one (1) Council Member who will travel to Ichikawa, Japan

20. **COUNCIL DIRECTIVES**

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

22. **COUNCIL REMARKS**

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

23. **ANNOUNCEMENT(S)**

24. **REMEMBRANCES**

All those who lost their lives as a result of the terrorist attacks within the United States on September 11, 2001.
Mr. Le' Roy Robert Harris; 82 years of age, a long-time resident of the Greater Los Angeles area, a devoted family man and a beloved father, grandfather, great grandfather and great-great grandfather.
Ms. Elizabeth Cota; 58 years of age, Part Time Recreation Leader II with the City of Gardena. Elizabeth worked with the City for a total of 21 years.

25. **ADJOURNMENT**

The Gardena City Council will adjourn to the Closed Session portion of the City Council Meeting at 7:00 p.m. followed by the Regular City Council Meeting at 7:30 p.m. on Tuesday, September 24, 2024.

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

Dated this 6th day of September, 2024

/s/ MINA SEMENZA
MINA SEMENZA, City Clerk

TO BE PROCLAIMED ONLY

“ CITY OF GARDENA 94th ANNIVERSARY DAY ”

~ SEPTEMBER 11, 2024 ~

The City of Gardena, California, was incorporated on Thursday, September 11, 1930, combining the rural communities of Gardena, Moneta, and Strawberry Park into a Municipal Corporation. At that time, Gardena was a small farming community of about 20,000 people.

Ninety-four years later, with a population of over 61,000 residents, Gardena has developed into a busy, desirable destination for new residents and a welcoming setting for visitors and corporate citizens.

In sustained and fitting recognition of Gardena’s 75th Anniversary landmark theme, “Celebrating History, Heritage, and Opportunity,” we have continued over the past nineteen years to celebrate, with great pride, our cultural wealth and remarkable ethnic diversity through annual City and community events and activities.

Now, Therefore, I, TASHA CERDA, Mayor of the City of Gardena, California, am very proud to proclaim WEDNESDAY, SEPTEMBER 11, 2024, to be

CITY OF GARDENA
94TH ANNIVERSARY DAY

to bring appropriate recognition and awareness of our beautiful community’s multi-faceted history and rich heritage, and to look forward to opportunities to celebrate its progress and success far into our City’s future.

TO BE PROCLAIMED ONLY

" 24th ANNUAL KEEP GARDENA BEAUTIFUL DAY "
~ Saturday, September 21, 2024 ~

On Saturday, September 21, 2024, volunteers representing community groups, individual citizens, and City of Gardena Elected Officials and City Staff, will work together for an annual *"Community Clean-Up Day."*

These dedicated Volunteers will work to "Keep Gardena Beautiful," by sprucing up our City Parks, by cleaning the rights of way along our streets, as well as by working within our neighborhoods, and minor "fix-ups" will be accomplished. Public Works Staff, supported by members of the City Manager's Office and Recreation and Human Services Department, in conjunction with the Gardena Beautification Commission, are coordinating all projects for the day. Following these worthwhile activities, Community Clean-Up participants are invited to enjoy lunch at Gardena's Mas Fukai Park.

In recognition and support of Gardena's community-wide, beautification effort, **Saturday, September 21, 2024,** is proclaimed to be the

24th Annual
KEEP GARDENA BEAUTIFUL DAY

to encourage our many, caring citizens, and City officials and staff to unite on this special day to carry out the projects planned to beautify and benefit our community. Let's take pride in making Gardena a better place in which to live, work, visit, shop, and play.

TO BE PROCLAIMED ONLY

" CITY EMPLOYEE RECOGNITION DAY "

❖ SEPTEMBER 26, 2024 ❖

The elected officials of the City of Gardena are most appreciative of the exemplary support that the City's dedicated employees demonstrate toward the City and its citizens.

City of Gardena employees have traditionally been honored for their service, and recognitions have been given for their years of service at special functions.

In an effort to continue the City Council's long tradition of showing their appreciation to the City's employees, a special time of City Employee Recognition is planned for Thursday, September 26, 2024. This will include a luncheon for *ALL* City employees, as well as a time of special emphasis to those receiving recognition for years of service.

NOW, THEREFORE, I, TASHA CERDA, MAYOR OF THE CITY OF GARDENA, CALIFORNIA, am pleased to proclaim Thursday, September 26, 2024, to be

CITY EMPLOYEE RECOGNITION DAY

to bring public awareness of the employees of the City of Gardena who complete their daily responsibilities in a commendable manner, to show appropriate appreciation for their on-going dedication to this community, and to say thank you to all employees for their tremendous work. Their work does not go unnoticed.

MINUTES
Regular Meeting Notice
Gardena City Council
Tuesday, August 13, 2024

The Regular Meeting Notice and Agenda of the Gardena City Council of the City of Gardena, California, was called to order at 7:40 PM on Tuesday, August 13, 2024, in the Council Chamber at City Hall 1700 West 162nd Street, Gardena, California, Mayor Tasha Cerda presiding.

1. **ROLL CALL**

Present: Mayor Cerda; Mayor Pro Tem Rodney G. Tanaka; Council Member Mark E. Henderson; Council Member Paulette C. Francis; and Council Member Wanda Love. Other City Officials and Employees present: City Manager Clint Osorio; City Attorney Carmen Vasquez; City Clerk Mina Semenza; Treasurer Guy H Mato; and Deputy City Clerk Becky Romero.

PUBLIC COMMENT ON CLOSED SESSION

2. **CLOSED SESSION** - ***None***

CITY ATTORNEY REPORT OUT OF CLOSED SESSION

3. **PLEDGE OF ALLEGIANCE**

Sisters Maya and Emma Hironymous, led the Pledge of Allegiance. Maya is in the 3rd Grade and attends Amestoy Elementary School. She is the first student of the inaugural Japanese Dual Language program at Amestoy Elementary. She is beginning the Conservatory of Fine Arts, studying Voice. Emma is in the Gifted Magnet Program at Robert E. Peary Middle School and is entering her 3rd year of the Conservatory of Fine Arts, studying World Dance. Both Maya and Emma have participated in many City of Gardena events and love the Recreation Department.

4. **INVOCATION**

Reverend Nobuharu Uzunoe of the Konko Church of Gardena led the Invocation.

5. **PRESENTATIONS**

5.A Recognition of the City of Gardena Police Department Canine Officers for being awarded 1st Place at the Los Angeles County Police Canine Association - 23rd Annual Police K9 Demonstration – ***Police Chief Mike Saffell and Lieutenant Christopher Cuff spoke about both K9's, Maxo and Vito, and their accomplishments at the demonstration. Two videos were shown demonstrating the canine officers' performances and a certificate was presented by Police Chief Mike Saffell and accepted by Canine Officers Humberto Ruvalcaba and Mike Medeiros***.

5.B Gardena Events Video Presentation

6. **PROCLAMATIONS – *None***

7. **APPOINTMENTS**

7.A Reorganization of Council Assignments of Delegates and Alternates to Outside/City Committees

Approve Council Assignments to Outside / City Committees

There was a discussion regarding the positions and assignments of delegates and alternates to outside committees. Mayor Cerda mentioned that the Inglewood Fire Training Facility Authority Commission no longer existed. It was discussed that Council Member Henderson would be the alternate for the Los Angeles County Sanitation, Mayor Cerda is the representative; Mayor Pro Tem Tanaka will be the representative West Basin Water Board and Mayor Cerda will be the alternate, and that everything else would remain the same.

It was moved by Council Member Francis, seconded by Mayor Pro Tem Tanaka, and carried by the following roll call vote to Approve Council Assignments to Outside / City Committees:

Ayes: Council Members Francis, Mayor Pro Tem Tanaka and Council Members Henderson and Love, and Mayor Cerda
Noes: None
Absent: None

8. **CONSENT CALENDAR**

8.A Waiver of Reading in Full of All Ordinances Listed on this Agenda and that they be Read by Title Only
CONTACT: CITY CLERK

8.B Approve Minutes:
Regular Meeting of the City Council, July 23, 2024
CONTACT: CITY CLERK

8.C Approval of Warrants/Payroll Register, August 13, 2024
CONTACT: ADMINISTRATIVE SERVICES

8.D Personnel Report P-2024-13 8-13-24
CONTACT: ADMINISTRATIVE SERVICES

8.E RESOLUTION NO. 6680, Approving the Blanket Authority to File Applications for Grant Funds from the Los Angeles County Regional Park and Open Space District for Measure A Funding for Projects and Programs
CONTACT: ADMINISTRATIVE SERVICES

RESOLUTION NO. 6680

A RESOLUTION OF THE CITY OF GARDENA, CALIFORNIA, APPROVING THE BLANKET AUTHORITY TO FILE APPLICATIONS FOR GRANT FUNDS FROM THE LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT FOR MEASURE A FUNDING FOR PROJECTS AND PROGRAMS

8.F SECOND READING AND ADOPTION OF ORDINANCE NO. 1873, Readopting the zone changes for all the Inventory Sites, adopting the zone changes to eliminate the Parking zone on split-zoned properties, adopting a formal statement regarding the dividing line on split-zoned residential properties, and readopting the text changes to Title 18 with the amendments set forth in the Ordinance. Adoption of Ordinance No. 1873 includes making findings required by CEQA and adopting a Mitigation Monitoring and Reporting Program
CONTACT: COMMUNITY DEVELOPMENT

ORDINANCE NO. 1873

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA READOPTING THE CHANGES TO THE ZONING MAP OF THE CITY OF GARDENA AND CHANGES TO TITLE 18 (ZONING) OF THE GARDENA MUNICIPAL CODE AS SET FORTH IN ORDINANCE NO. 1848, WITH MINOR AMENDMENTS, ADOPTING A MITIGATION AND MONITORING REPORTING PROGRAM, AND MAKING REQUIRED FINDINGS UNDER CEQA

8.G RESOLUTION NO. 6679, Authorizing the City Manager or Designee to Execute Agreements with the California Department of Transportation for the GTrans Comprehensive Operations Analysis Project
CONTACT: TRANSPORTATION

RESOLUTION NO. 6679

A RESOLUTION OF THE CITY OF GARDENA, CALIFORNIA, AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE AGREEMENTS WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR THE GTRANS COMPREHENSIVE OPERATIONS ANALYSIS PROJECT

It was moved by Mayor Pro Tem Tanaka, seconded by Council Member Henderson, and carried by the following roll call vote to Approve the Consent Calendar with the exception of Item 8.E:

Ayes: Mayor Pro Tem Tanaka, Council Members Henderson, Francis and Love, and Mayor Cerda
Noes: None
Absent: None

9. **EXCLUDED CONSENT CALENDAR**

8.E RESOLUTION NO. 6680, Approving the Blanket Authority to File Applications for Grant Funds from the Los Angeles County Regional Park and Open Space District for Measure A Funding for Projects and Programs – ***Item was pulled by Council Member Francis***

Questions and comments were made by Council Member Francis regarding the allocation; and how the Council will be informed. City Manager Osorio replied to her questions.

It was moved by Council Member Francis, seconded by Mayor Pro Tem Tanaka, and carried by the following roll call vote to Adopt Resolution No. 6680:

Ayes: Council Members Francis, Mayor Pro Tem Tanaka and Council Members Henderson and Love, and Mayor Cerda
Noes: None
Absent: None

10. **PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET**
10.A AUGUST 6, 2024 - ***Meeting Cancelled***

11. **ORAL COMMUNICATIONS**

1) Carlos Marquez resident; filled out a speaker slip but withdrew his time because Executive Assistant Alejandra Orozco spoke with him and he was good with what they discussed.
2) Louise Chao; volunteer for Meals on Wheels Program; came to make Council aware of an employee, Layne Wakuta, who is considered a part time employee, that works more than 37 hours a week at times and receives no benefits. She reminded Council of the City's mission statement and provided a petition that supports Layne Wakuta to become a full-time employee and receive benefits.
3) Pouya Yousef, businessowner of Evolution Auto Body; came out to express his desire to become more involved in the community; work with the City to leverage, and lend themselves as a resource to the community;
4) Andrea Simental – Community Library Manager at Mayme Dear Library; came to give updates about events taking place at the Mayme Dear and Masao W. Sato libraries;
5) Paul Randall, rep of Mama Rosa's Food Pantry; came to inform Council that they opened on 8/3/2024 with a very limited opening; he spoke about the use of their parking lot, and came out to commend Chief of Police Mike Saffell for all his hard work;
6) Maureen Neil – resident; came out to petition for a traffic light at Vermont and 131st street because there are many accidents happening at this intersection.

12. **DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES – *No Items***

13. **DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT – *No Items***

14. **DEPARTMENTAL ITEMS - ELECTED & CITY MANAGER'S OFFICES – *No Items***

15. **DEPARTMENTAL ITEMS – POLICE – *No Items***

16. **DEPARTMENTAL ITEMS - PUBLIC WORKS**

16.A Authorize the Transfer Agreement Renewal Between the Los Angeles County Flood Control District and City of Gardena Pertaining to Safe, Clean Water Program (Measure W)

City Manager Osorio presented the Staff Report.

Mayor Cerda asked if anyone from the public had asked to speak on this item and if the Council had any comments or questions. There were no public speakers.

Questions and comments were made by Council Member Francis regarding how this ties into the storm drain master plan? Director of Public Works, Allan Rigg came up and answered her question.

It was moved by Council Members Francis, seconded by Council Member Henderson, and carried by the following roll call vote to Authorize the Transfer Agreement Renewal:

Ayes: Council Members Francis and Henderson, Mayor Pro Tem Tanaka, Council Member Love, and Mayor Cerda
Noes: None
Absent: None

16.B Authorization to Purchase Three Heavy Equipment Vehicles from Quinn Company in the amount of $593,712.75 for the Public Works Department and Sell Current Equipment at Estimated Residual Value

City Manager Osorio presented the Staff Report.

Director Rigg presented a PowerPoint.

Mayor Cerda asked if anyone from the public had asked to speak on this item and if the Council had any comments or questions. There were no public speakers.

Questions and comments were made by Council Member Henderson regarding the $110K revenue asking which fund does that go back to? City Manager Osorio replied.

It was moved by Council Member Henderson, seconded by Mayor Pro Tem Tanaka, and carried by the following roll call vote to Approve Purchase and Sell Current Equipment:

Ayes: Council Members Henderson, Mayor Pro Tem Tanaka, Council Members Francis and Love, and Mayor Cerda
Noes: None
Absent: None

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

18. **DEPARTMENTAL ITEMS - TRANSPORTATION**

18.A Approve Contract with Clean Energy for the Operations and Maintenance of GTrans' CNG Facility for $775,020 and a Project Total of $852,522

City Manager Osorio presented the Staff Report.

Mayor Cerda asked if anyone from the public had asked to speak on this item and if the Council had any comments or questions. There were no public speakers.

Questions and comments were made by Council Member Francis regarding the current allocation of electric and CNG buses. Transportation Director Ernie Crespo answered all questions.

It was moved by Council Member Francis, seconded by Council Member Henderson, and carried by the following roll call vote to Approve Contract :

Ayes: Council Members Francis and Henderson, Mayor Pro Tem Tanaka, Council Member Love, and Mayor Cerda
Noes: None
Absent: None

18.B Approve Contract with Clean Energy for the Purchase of Renewable Natural Gas (RNG) and Credit Management Services

City Manager Osorio presented the Staff Report.

Mayor Cerda then asked if anyone from the public had asked to speak on this item and if the Council had any comments or questions. There were no public speakers.

A videolink was presented in order to show Council more information.

Transportation Director Crespo recognized Contract Manager Rachel Yoo and Facilities Maintenance Manager Victor Santos, who worked on the project. City Attorney Vasquez also commended Rachel Yoo for all her hard work.

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

Ayes: Council Members Francis, Mayor Pro Tem Tanaka and Council Members Henderson and Love, and Mayor Cerda
Noes: None
Absent: None

19. **COUNCIL ITEMS**

20. **COUNCIL DIRECTIVES**

Council Member Love

Subject: To have staff consider revising our Parks Ordinance to allow dogs in our parks. - ***Council Member Francis seconded it.***

Purpose – To remove the “No Dogs in the Park” ban;
Reason – Our residents with dogs want to access our Parks;
Benefit – This would allow residents with dogs to legally use our Parks.

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

1) National Night Out Video;
2) Memo to Council regarding the demo phase of Rosecrans Community project;
3) Memo to Council regarding the EIR of the1450 Artesia Specific Plan;
4) Memo to Council regarding the Rental Assistance Program memo explaining the report; and
5) Mentioned Happy Birthday to our City Clerk; we will be having cake after our meeting.

22. **COUNCIL REMARKS**

(1) COUNCIL MEMBER HENDERSON – Since the last meeting, he was honored to do the greeting at the Citizens Leadership Academy, so for those that are missing out this is there third class of the Citizens Leadership Academy it is an opportunity for our community to get well versed in what we do in this community as far as our city departments and everything. He attended some business meetings and some community meetings. He participated in an informal meeting with LA county in regard to sustainability. He participated in the seminar in regard to further use of AI in government, so he is going to challenge our staff to start looking into that. He attended the Quake Hero Expo this past Saturday and watched the film in regard to the Northridge Earthquake that happened in 1995. He also attended our Employee Mixer; from the bottom of his heart, he wants to thank our staff, thank the City Manager in regard to the responsiveness and acumen of the staff that we have here in Gardena City Council. Every time he talks to somebody at a different function, he shares the knowledge that they share with me, with other colleagues and in other communities. They say where’d you learning about that his response is “I just talk to staff”. He definitely encourages folks if they have a question, just submit your question, someone will get back to you. He wants the staff to know that they have support from him Council Member Henderson in regards to what you do and continue to do what you do and make us all smarter up here. He also participated in an International Conference with some folks across the pond over in England, in regards to the Independent Cities Association and kind of what we do as 40 cities in the county and they wanted to know what his vision was going to be for our 40 cities moving forward; he told them he’s developing that vision a little more he’s going to talk to his eboard this week and they’re going to figure out what they need to do. He gave a preliminary understanding that his tenure this time is going to be more about inclusion, diversity, and equity for all our LA County cities to make sure everybody’s voices are heard equally.

(2) MAYOR PRO TEM TANAKA – Since our last meeting, he went on to say that Council Member Henderson made a great presentation about our Employee Quarterly Mixer. It’s a really great event because all of our directors and their departments get together and have a great time interacting with other departments. Plus, we showcase our new employees and those that have been promoted within that time frame, so it really does

show that we are a family, and I believe that the new employees and those that belong to this city feel that they are a part of us and that we do things that a family does. He attended the California Cities LA Division Installation of Officers and congratulations to the Arcadia Mayor, Dr. Cao, it was a really great event. He has been reelected as the RCC Board Chair for his third term, He thanked RCC. Lastly, he is the President of the Gardena Kiwanis Club, and somebody had to take one for the team, so he went to the District Training in Kona, Hawaii. He just got back at 1:00 am this morning but anybody looking to be in a service Club, look us up.

(3) COUNCIL MEMBER LOVE– Since our last meeting, she attended the City's Candlelight Dinner for the seniors; she attended the very interesting Country Bash it was good to see a lot of the residents come out and dance to the country music; she attended the MLK Tea Party Fundraiser; she attended the amazing National Night Out, she tells people and that she was with some Long Beach Police Officers, and they didn't believe that we had the largest in the South Bay. She attended Holly Mitchell's School supply giveaway, where she gave away laptops, iPads, and lots and lots of resources, and backpacks. She also attended Steve Bradford's School supply giveaway over at Compton College this past weekend.

(4) MAYOR CERDA – Since the last council meeting, she attended the Citizen Leadership Academy and for those residents who are watching this meeting now if you want to learn more about Gardena this is a great way to do it. If you'd like to know more about city government and how things work, consider signing up for the next class starting. We have a great group of directors that love explaining about all the departments. She had the pleasure of hearing about Public Works, she thought she knew everything but her colleague and herself learned some things the other day about Public Works. It's just a great way for the community to come out and get informed, know the process, relating to why we do certain things in our City. She went ahead and thanked the staff, and they are doing an amazing job presenting that to our community. She also attended the Quarterly Mixer, although her colleagues have mentioned already about what a great job you know it is having that. However, something that stood out to her was that some of our employees that were promoted to their new positions here, it was just really nice hearing their directors talk a little bit about their background and how great of an employee they were. She thought that's really nice because those new people who are coming to work for the city now, they could see that you know what we really appreciate our employees here. She wants to commend all of you guys and thank you guys for just adding that extra little part to it. She attended LA County Fire Department's 2024 Lifeguards Medal of Valor; it's something she usually goes to every year. It was in Hermosa Beach this year, always a great event, and lifeguards are folks that a lot of times she thinks we overlook, they are part of our Fire Department. But what she thinks is so unique about our lifeguards out their male or female these people are out their saving lives almost with no equipment. These lifeguards have to rely on their strength to be able to run through sand, swim out to a victim, rescue the person, bring them back in, do CPR, and go back to their station to get ready for the next person to save. This takes so much endurance. She's always very proud to represent the City of Gardena and just commend our lifeguards for always doing an amazing job. She also attended a recognition from one of our residents for our Police Department for just the amazing job that they do year-round one of our residents were nice enough to provide lunch for our officers and just their way of thanking them. She also attended the Quake Hero Expo this

past Saturday, how ironic was it that we just had an earthquake. She hopes that everybody considers going to the next expo that we have. Also consider doing the Cert Training as well because those members who are certified feel a lot more confident as far as what to do in the event of an earthquake, especially had this been the big one. Lastly, she wants to mention National Night Out, every year we have it it's great, but it seems like it just keeps getting better and better. As you can see from the pictures it was amazing and, in the past, she has shown videos from last year's National Night Out not only to other Cities but she has a friend of hers who's a king in another country and they actually said they would like to come out to Gardena and see what its all about because of the videos it looks amazing. With that being said she wants to tell everyone to continue doing what you're doing our community appreciates it. She went ahead and thanked everyone, it was awesome, everybody was talking about it.

(5) COUNCIL MEMBER FRANCIS – Since the last council meeting, she attended the Greater Los Angeles Vector Control District meeting. She attended Senator Steve Bradford's backpack giveaway, the Summer Block Party, National Night Out was an excellent program. She thanked Congresswomen Maxine Waters for attending our National Night Out and she commented that this was by far the largest event, National Night Out, within the South Bay, so congratulations and thank you everybody that came out. She also attended the Empire Youth Summit at Rowley Park. It was nice seeing and she's really proud of our young people who came together to talk about anxiety and how to navigate through life. It was an excellent presentation she hopes they'll be able to come back and do it again. She attended the Dr. Martin Luther King Jr. Culture Committee meeting. She attended a fatherhood conference hosted by Assembly Member Mike Gibson over at Dominguez Hills; well attended, very great conference, and you know we talk about moms a lot but sometimes the role the dads play in the lives of our children and our families sometimes goes unnoticed, but just know after this conference you know fatherhood is key to successful families. She also attended Earthquake Heroes and saw the part of the heroes' film and the Earthquake Expo. She echoed Mayor Cerda's comments about it how ironic it was that a few days later we had our own earthquake. She wants to encourage you if you haven't done it already you know prepare for the earthquake because it's not a matter if it's coming it's just a matter of when it's coming so prepare you know make sure you have water on hand and food, and you know the resources are available because it has been said should the big one hit we are going to be on our own for at least 3 days, so you should be able to take care of yourself for at least 3 days, but now here in Gardena we are going to be just fine. She attended our Hats and Pearl Fundraiser for the Martin Luther King Jr. Culture Committee, and they presented three Arthur Johnson Scholarships, named after the founder of our committee, to three High School students. She'd like to thank Council Member Love and Mayor Cerda for attending and supporting us. She also attended A.C. Green Leadership Academy Awards Program and she's sure she's leaving something out, but she was there. She can't attend a lot of the events during the school year because she teaches. She can't supersede one for the other but know she's there in spirit and supporting you all the way and as always stay faithful and just know better days are coming.

23. **ANNOUNCEMENT(S)**

1) Co-Ed Flag Football Clinics, registration period Sunday, August 11, 2024 to Monday, August 26, 2024, Clinic location and dates: Freeman Park from August 27-30, 2024;
2) GTrans Public Community Meetings and Hearings regarding January 2025 Proposed Service Change Plan, Thursday, August 15, 2024 at 12:00PM, Saturday, August 17, 2024 at 10:00AM, Tuesday, August 20, 2024 at 6:00PM, and Wednesday, August 28, 2024 at 6:00PM;
3) Zumba, Friday, August 30, 2024 from 6:00-7:30PM at the City Hall Lawn; reserve your spot today;
4) Keep Gardena Beautiful Day, Saturday, September 21, 2024 from 8:00AM-12:00PM; Register by September 5, 2024;
5) Compost Giveaway, Saturday, September 7, 2024 from 8:00AM-12:00PM at Rowley Park;
6) 911 23rd Anniversary Commemoration Ceremony, Wednesday, September 11, 2024 at 9:00AM on the City Hall Lawn; and
7) Night Under the Stars, Friday, September 13, 2024 from 7:00-9:30PM, Free Family Movie Night featuring Disney's Encanto;

24. **REMEMBRANCES**

Mr. John Wesley Hinton, Sr. , 83 years of age, Gardena resident since 1975.
Mr. Sergio Saucedo, 61 years of age, beloved father of Prescilla Saucedo, Office Specialist in the Recreation & Human Services Department.
Mrs. Nadine Hadley, 79 years of age, sister of long-time Gardena resident, Dr. Hadley

25. **ADJOURNMENT**

At 9:27p.m. Mayor Cerda adjourned the Gardena City Council Meeting to the Closed Session portion of the City Council Meeting at 7:00 p.m. and the Regular City Council Meeting at 7:30 p.m. on Tuesday, August 27, 2024.

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

APPROVED:

_____
Tasha Cerda, Mayor

By:_____
Becky Romero, Deputy City Clerk

MINUTES
Regular PEQC Meeting of the
Planning and Environmental Quality Commission
Tuesday, July 16, 2024

The Regular PEQC Meeting Notice and Agenda of the Planning and Environmental Quality Commission of the City of Gardena, California, was called to order at 7:00 PM on Tuesday, July 16, 2024, in the Council Chambers at 1700 W. 162nd Street, Gardena, California.

PARTICIPATE BEFORE THE MEETING by emailing the Planning Commission at publiccomment@cityofgardena.org by 5:00 PM on the day of the meeting and write "Public Comment" in the subject line.

1. CALL MEETING TO ORDER

The meeting was called to order at 7:02 PM

2. PLEDGE OF ALLEGIANCE

Vice-Chair Wright-Scherr led the Pledge of Allegiance.

3. ROLL CALL

Present: Chair Deryl Henderson; Vice-Chair Ronald Wright-Scherr; Commissioner Jules Kanhan; Commissioner Steve Sherman and Commissioner Stephen P. Langley. Employees present: Director of Community Development Greg Tsujiuchi; Community Development Manager Amanda Acuna; Assistant City Attorney Rosemary Koo; Planning Assistant Kevin La and Planning Assistant Dayana Nava.

4. APPROVAL OF MINUTES

4.A June 18, 2024 MEETING

MOTION: A motion was made by Commissioner Langley and seconded by Vice-Chair Wright-Scherr to approve the minutes of the meeting on June 18, 2024:

The motion was passed by the following roll call vote:
Ayes: Langley, Wright-Scherr, Sherman and Kanhan
Noes: None
Abstain: Henderson

5. ORAL COMMUNICATIONS

Planning Assistant Dayana Nava asked if there were any comments from the public and noted for the record that no member of the public wished to speak to the Planning Commission at this time.

Public Comment Received via Email:

1) Public Comment-Brandee Keith 07/16/2024: Brandee Keith of South Bay Cities South Coast AQMD regarding Rule 1146.2 – Emissions of Oxides of Nitrogen from Large Water Heaters, Small Boilers, and Process Heaters and Save the date for the 10th Annual Environmental Justice Conference, "A Decade of Collaboration for Clean Air." Join us in person at Town and Gown of the University of Southern California in Los Angeles on Thursday, October 24, 2024.

6. OTHER ITEMS

6.A **1818 W. Redondo Beach Blvd, the Tire House Progress Report**

As requested by the Planning Commission at the April 16, 2024, meeting, staff presented an update report on Tire House Inc.'s progress with meeting the requirements of Site Plan Review #4-15.

Planning Assistant, Kevin La presented the Staff Report and provided background information on Site Plan Review #4-15 and reported on the appellant's progress made in cleaning up the property and progress made to conform to the conditions of Site Plan Review #4-15. Community Development Director Tsujiuchi and Deputy City Attorney Rosemary Koo were present to answer any questions.

Mr. La went over the list of actions that have taken place since the April 16th meeting, including the Code Enforcement inspections – pictures were shown of the site's existing conditions.

Staff recommendations: Due to the ongoing progress by the business and property owner in resolving issues and complying with the City-approved site plan, staff recommends that the Planning Commission postpone the adoption of the resolution for denial. This will allow the Planning Commission to monitor whether progress continues and if the conditions of the property continue to improve.

Chair Henderson asked Director Tsujiuchi if the city staff was satisfied with the progress that had been made. Director Tsujiuchi stated, yes, and will recommend that this item be continued to the October 1, 2024, meeting; an update of the actual construction improvements will be provided.

MOTION: A motion was made by Commissioner Langley and seconded by Vice-Chair Wright-Scherr to Postpone the Adoption of Resolution No. PC 14-24 to Monitor the Ongoing Progress and Property Owner in Resolving Issues, Complying with the City Approved Site Plan, and if the Conditions of the Property Continue to Improve, and for a Report to be brought back to the Commission in three months on October 1, 2024:

The motion was passed by the following roll call vote:
Ayes: Langley, Wright-Scherr, Kanhan, Sherman, and Henderson
Noes: None

6.B **Workplace Violence Training**

California's new SB 553 law requires all employers to establish a workplace violence prevention strategy and initiate training. A presentation will be given by Risk Management Analyst, Tracy Jacobs-Strange.

Community Development Manager, Amanda Acuna introduced the City of Gardena Risk Management Analyst, Tracy Jacobs-Strange who presented the Workplace Violence Training PowerPoint presentation. She informed everyone that effective July 1st California passed a law requiring all employers to establish a Workplace Violence Prevention Policy.

Ms. Jacobs-Strange went over the following information in detail: Workplace Violence Definition; Threat of Violence Definition; The four common types of Workplace Violence; How to obtain a copy of the Workplace Violence Prevention Plan; How staff can get involved in developing and implementing the plan (Attending training; Report Incidents; Identify hazards); How to Report Workplace Violence Concerns which included a Violent Incident Form Example; Workplace Violence Hazards Specific to Employees' Roles; Current Preventative Measures in Place; Recognizing Behaviors of Concern; What to do if Workplace Violence Occurs; Active Shooter Workplace Reactions (1. Run; 2. Hide; 3. Fight); Specific Emergency Procedures; and How to obtain copies of Workplace Violence Records.

Ms. Jacobs-Strange asked if anyone had any questions. Chair Henderson thanked Ms. Tracy for the presentation.

There were no questions or comments made by any Member of the Commission or City staff.

Community Development Manager, Amanda Acuna, stated that staff will ensure that all Commissioners obtain a copy of the City Workplace Prevention Plan. Ms. Acuna stated that all Commissioners and staff will be signing a sign-in sheet to note that they were present for the training.

7. COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

Community Development Director, Greg Tsujiuchi announced upcoming city events.

1) LA Galaxy Gardena Night, Wednesday, July 17, 2024; Game Time 7:30 p.m., at Dignity Health Sports Park in Carson - $25 per ticket (Gardena Residents); $30 per ticket (Non-Residents. Delegates from our Sister City Huatabampo, Mexico will be in attendance.
2) Summer Country Bash, Saturday, July 27, 2024; 5:00 pm – 7:00 pm at City Hall Lawn.
3) Summer Block Party – In Celebration of National Night Out, Tuesday, August 6, 2024; 6:30 pm – 8:30 pm at City Hall Complex. Including Back-to-School Giveaways.
4) 21st Annual City of Gardena Jazz Festival, Sunday, August 25, 2024, at Rowley Park.

Director Tsujiuchi stated that all Commissioners have the option to receive two tickets or one in the reserved area for the City's Jazz Festival in August. Mr. La added that the Commissioners can let staff know if they would like to attend the event and staff will inform the Recreation Department and tickets will be emailed to them directly.

8. PLANNING & ENVIRONMENTAL QUALITY COMMISSIONERS' REPORTS

1) COMMISSIONER LANGLEY – No items to report.

2) COMMISSIONER KANHAN – No items to report.

3) VICE-CHAIR WRIGHT-SCHERR – He commended the Gardena Police Department for the 75 tons of illegal fireworks seized. No additional items to report.

4) COMMISSIONER SHERMAN – He also agreed, with Vice-Chair Wright-Scherr's comment. No items to report.

5) CHAIR HENDERSON – He commended the Gardena Police Department as well but noted that his area still experienced illegal fireworks and that he is still cleaning up the debris left behind. No additional items to report.

9. ADJOURNMENT

Chair Henderson adjourned the meeting at 7:29 PM.

APPROVED:

DERYL HENDERSON, CHAIR
Planning and Environmental Quality Commission

Respectfully submitted,

By: _____
GREG TSUJIUCHI, SECRETARY
Planning and Environmental Quality Commission

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: City Treasurer's Office

DATE: August 26, 2024

SUBJECT: WARRANT REGISTER
PAYROLL REGISTER

August 27, 2024 TOTAL WARRANTS ISSUED: $1,911,939.50

Wire Transfer: 12754, 12782-12789
Prepay:
Check Numbers: 177311-177461
Checks Voided:

Total Pages of Register: 21

August 23, 2024 TOTAL PAYROLL ISSUED: $2,655,762.67

Guy Mato, City Treasurer

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
12754	7/16/2024	111374 LINCOLN NATIONAL LIFE, INSURANCE COMPA	4717095848	023-01561	LIFE INSURANCE GRP PLANS	3,236.11
					Total :	**3,236.11**
12782	8/8/2024	112441 ANTHEM BLUE CROSS LIFE &, HEALTH INSUF	365990408746		HEALTH INSURANCE CLAIMS	27,874.03
					Total :	**27,874.03**
12783	8/8/2024	112401 PINNACLE CLAIMS MANAGEMENT INC	080724		HEALTH INSURANCE CLAIMS	11,223.90
					Total :	**11,223.90**
12784	7/17/2024	112326 LWP CLAIMS SOLUTIONS INC.	071724		WORKERS' COMP CLAIMS	100,000.00
					Total :	**100,000.00**
12785	8/15/2024	112326 LWP CLAIMS SOLUTIONS INC.	081424		WORKERS' COMP CLAIMS	31,746.56
					Total :	**31,746.56**
12786	8/16/2024	321408 U.S. POSTAL SERVICE	081324		TMX #259234 REPLENISH POSTAGE MI	10,000.00
					Total :	**10,000.00**
12787	8/16/2024	111374 LINCOLN NATIONAL LIFE, INSURANCE COMPA	4727590580	023-01561	LIFE INSURANCE GRP PLANS	3,295.81
					Total :	**3,295.81**
12788	8/16/2024	112441 ANTHEM BLUE CROSS LIFE &, HEALTH INSUF	365999010760		HEALTH INSURANCE CLAIMS	42,561.86
					Total :	**42,561.86**
12789	8/19/2024	112401 PINNACLE CLAIMS MANAGEMENT INC	081624		HEALTH INSURANCE CLAIMS	94,308.78
					Total :	**94,308.78**
177311	8/27/2024	104606 2 BROTHERS TIRES & WHEELS	29429		PD VEHICLE TIRE SERVICES	20.00
					Total :	**20.00**
177312	8/27/2024	112963 ABDELMALEK, RAMI	PERMIT #50022-1560		PERMIT DEPOSIT REFUND - 1937 W 15	7,500.00
					Total :	**7,500.00**
177313	8/27/2024	101748 AFTERMARKET PARTS COMPANY LLC, THE	83436260	037-10360	GTRANS AUTO PARTS	885.98
			83437411	037-10360	GTRANS FACILITY SUPPLIES	54.91
			83442498	037-10360	GTRANS FACILITY SUPPLIES	317.14

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177313	8/27/2024	101748 101748 AFTERMARKET PARTS COMPANY LLC, T (Continued)			**Total :**	**1,258.03**
177314	8/27/2024	108646 ALAN'S LAWN & GARDEN CENTER, INC.	41069		PARK MAINT SUPPLIES	216.57
			41070		PARK MAINT SUPPLIES	10.56
					Total :	**227.13**
177315	8/27/2024	101628 AQUA-FLO SUPPLY	SI2364710		PARK MAINT SUPPLIES	128.79
					Total :	**128.79**
177316	8/27/2024	108625 ARAD OIL INC.	JULY 2024		CAR WASH	48.00
			JUNE 2024		CAR WASH	420.00
					Total :	**468.00**
177317	8/27/2024	112926 ARION GLOBAL INC	24266		RECYCLING SERVICES	2,162.25
					Total :	**2,162.25**
177318	8/27/2024	101459 ASBURY ENVIRONMENTAL SERVICES	I500-01080734		HAZARDOUS WASTE DISPOSAL SERVI	100.00
					Total :	**100.00**
177319	8/27/2024	104687 AT&T	22080710		TELEPHONE	1,600.81
			22150627		TELEPHONE	217.36
					Total :	**1,818.17**
177320	8/27/2024	616090 AT&T	3103232408 08/01/24		TELEPHONE	5,255.88
					Total :	**5,255.88**
177321	8/27/2024	111170 AT&T FIRSTNET	287290885074X8102024	023-01559	CITYWIDE CELL PHONE ACCT #287290	2,624.29
			287293420631X8102024	023-01559	PD CELL PHONE ACCT #287293420631	312.32
			287295242065X8102024	023-01559	PD CELL PHONE ACCT #287295242065	262.69
			287298156560X8102024	023-01559	CITYWIDE CELL PHONE ACCT #287298	1,993.95
			287303490376X8102024	023-01559	BUS CELL PHONE ACCT #28730349037	2,362.83
			287324972943X7102024	023-01559	GTRANS CELL PHONE ACCT #2873249	50.86
			287324972943X8102024	023-01559	GTRANS CELL PHONE ACCT #2873249	50.86
					Total :	**7,657.80**
177322	8/27/2024	100964 AT&T MOBILITY	828667974X08162024		CM CELL PHONE ACCT #828667974	86.46
					Total :	**86.46**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177323	8/27/2024	112942 AWP SAFETY	40016758		CUSTOM STREET SIGNS	288.34
					Total :	**288.34**
177324	8/27/2024	110686 AZTECH ELEVATOR COMPANY	AZ18858	037-10378	FY25 ANNUAL ELEVATOR MAINTENANC	83.33
			AZ18860	037-10378	FY25 ANNUAL ELEVATOR MAINTENANC	125.00
					Total :	**208.33**
177325	8/27/2024	112933 BADGE FRAME, INC.	41939		EMPLOYEE PHOTO BOARD	1,354.90
			41944		EMPLOYEE PHOTO BOARD	1,354.90
			42003		PD PROGRAM SUPPLIES	500.00
					Total :	**3,209.80**
177326	8/27/2024	112978 BARRERA, NAOMI	UNIFORM		UNIFORM ALLOWANCE	350.00
					Total :	**350.00**
177327	8/27/2024	104302 BEE N' WASP NEST REMOVAL, SERVICE, LLC	958934		HONEY BEE NEST REMOVAL - 2501 W	125.00
			958959		HONEY BEE NEST REMOVAL - 1200 W	125.00
			958985		HONEY BEE NEST REMOVAL - 12911 BI	250.00
					Total :	**500.00**
177328	8/27/2024	110313 CALTIP	94-2024-JULY	037-10356	INSURANCE CLAIMS DEDUCTIBLE - JU	2,812.53
					Total :	**2,812.53**
177329	8/27/2024	823003 CARL WARREN & COMPANY	JULY 2024		CLAIMS MANAGEMENT	3,750.55
					Total :	**3,750.55**
177330	8/27/2024	112073 CAROLLO ENGINEERS, INC	FB49925	024-00828	SEWER MASTER PLAN PROJECT	2,961.00
					Total :	**2,961.00**
177331	8/27/2024	803420 CARPENTER, ROTHANS & DUMONT, LAW OFF	46891		LEGAL SERVICES	283.60
			46893		LEGAL SERVICES	36.00
			46894		LEGAL SERVICES	46.80
			46895		LEGAL SERVICES	2,259.43
			46898		LEGAL SERVICES	914.40
			46900		LEGAL SERVICES	14.40
			46902		LEGAL SERVICES	108.00
			46903		LEGAL SERVICES	522.00
			46904		LEGAL SERVICES	792.00

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177331	8/27/2024	803420 CARPENTER, ROTHANS & DUMONT, LAW OFF	(Continued)			
			46906		LEGAL SERVICES	108.00
			47124		LEGAL SERVICES	368.00
			47125		LEGAL SERVICES	23.00
			47127		LEGAL SERVICES	353.98
			47130		LEGAL SERVICES	3,571.00
			47132		LEGAL SERVICES	2,006.00
			47133		LEGAL SERVICES	838.68
			47134		LEGAL SERVICES	817.95
			47135		LEGAL SERVICES	1,122.01
					Total :	**14,185.25**
177332	8/27/2024	110605 CHANDLER ASSET MANAGEMENT	2407GARDENA	013-00032	INVESTMENT MGMT SERVICES - JULY	2,595.60
					Total :	**2,595.60**
177333	8/27/2024	112766 CINDYS JUMPERS LLC	75534	034-00641	SPECIAL EVENTS SUPPLIES	1,043.30
					Total :	**1,043.30**
177334	8/27/2024	112352 CIRCLE, THE	190482		TOSHIBA 3525AC COPIER USAGE - CLE	107.41
			190483		TOSHIBA 3525AC COPIER USAGE - CM	108.88
			190484		TOSHIBA 3525AC COPIER USAGE - HR	202.85
			190485		TOSHIBA 3525AC COPIER USAGE - ADI	44.92
			190486		TOSHIBA 3525AC COPIER USAGE - CDI	107.09
			190487		TOSHIBA 3525AC COPIER USAGE - CDI	254.99
			190488		TOSHIBA 5525AC COPIER USAGE - DB	640.10
			190489		TOSHIBA 908 COPIER USAGE - PRINT S	51.49
			190490		TOSHIBA 6527AC COPIER USAGE - PRI	508.28
			190491		TOSHIBA 3525AC COPIER USAGE - PW	94.93
			190492		TOSHIBA 3525AC COPIER USAGE - GTI	167.42
			190493		TOSHIBA 3525AC COPIER USAGE - NC	161.58
			190494		TOSHIBA 3525AC COPIER USAGE - HS	90.32
			190495		TOSHIBA 3525AC COPIER USAGE - RE	84.22
			190496		TOSHIBA 3525AC COPIER USAGE - CH	33.26
			190497		TOSHIBA 3525AC COPIER USAGE - PD	69.88
			190498		TOSHIBA 3525AC COPIER USAGE - WA	95.70
			190499		TOSHIBA 3525AC COPIER USAGE - SR	110.85
			190500		TOSHIBA 6525AC COPIER USAGE - RE	157.55

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177334	8/27/2024	112352 CIRCLE, THE	(Continued)			
			190501		TOSHIBA 3525AC COPIER USAGE - GTI	54.48
			190525		TOSHIBA 3525AC COPIER USAGE - PW	10.69
					Total :	**3,156.89**
177335	8/27/2024	112352 CIRCLE, THE	185638	023-01519	TOSHIBA 3525AC COPIER USAGE - PW	42.94
			185649		TOSHIBA 3525AC COPIER USAGE - GTI	29.06
					Total :	**72.00**
177336	8/27/2024	308112 CITY OF HAWTHORNE	2023	035-01351	ANNUAL MAINTENANCE FOR TIBURON	85,504.52
					Total :	**85,504.52**
177337	8/27/2024	106712 CODE 5 GROUP, LLC	3756	035-01348	ANNUAL TRACKING SERVICE	6,000.00
					Total :	**6,000.00**
177338	8/27/2024	111708 COMMLINE, INC.	0458843	037-10325	DIGITAL BUS RADIO SYSTEM PURCHA	11,984.85
					Total :	**11,984.85**
177339	8/27/2024	102388 COPYLAND, INC.	86885	037-10362	GTRANS - 8.5"X11" 2-PART EMPLOYEE	405.66
			87077	037-10362	GTRANS - 8.5"X11" COLOR BROCHURE	606.61
					Total :	**1,012.27**
177340	8/27/2024	112972 COVARRUBIAS, ANTHONY	PERMIT #50022-0306		PERMIT DEPOSIT REFUND - 1162 W 16	5,000.00
					Total :	**5,000.00**
177341	8/27/2024	103461 CPS HR CONSULTING	INV004701		TESTING MATERIALS - GTRANS	162.50
			INV004732		TESTING MATERIALS- GTRANS	320.00
					Total :	**482.50**
177342	8/27/2024	103512 CRENSHAW LUMBER CO.	29897		PARK MAINT SUPPLIES	56.46
			30015		SIGNS/SIGNALS SUPPLIES	172.13
					Total :	**228.59**
177343	8/27/2024	103353 CRM COMPANY, LLC.	LA25351		SCRAP TIRE DISPOSAL FEE	69.50
					Total :	**69.50**
177344	8/27/2024	120219 CYBER SECURITY SOURCE	12240	023-01547	CYBERKEY ENTERPRISE SOFTWARE I	7,755.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177344	8/27/2024	120219 120219 CYBER SECURITY SOURCE	(Continued)		**Total :**	**7,755.00**
177345	8/27/2024	102228 DAILY BREEZE	0011681268		NOTICE FOR BIDS - RQUEST FOR	356.57
					Total :	**356.57**
177346	8/27/2024	112289 DEBTBOOK	DB2003308	023-01550	GASB 87 & GASB 96 SUBSCRIPTION	12,000.00
					Total :	**12,000.00**
177347	8/27/2024	303377 DEPARTMENT OF TRANSPORTATION	SL241089		SIGNALS & LIGHTING - ARTESIA BLVD	572.96
					Total :	**572.96**
177348	8/27/2024	107268 DIVISION OF THE STATE, ARCHITECT	JAN-JUN 2024		SB 1186 DISABILITY ACCESS & EDUCA	1,880.40
			JUL-DEC 2023		SB 1186 DISABILITY ACCESS & EDUCA	1,785.50
					Total :	**3,665.90**
177349	8/27/2024	104500 DOOLEY ENTERPRISES, INC	68231	035-01286	PD AMMUNITION SUPPLIES	13,106.71
					Total :	**13,106.71**
177350	8/27/2024	111953 ECONOMICO ANIMAL HOSPITAL	061224		VETERINARY SERVICES - ANIMAL CON	1,000.00
			07052024		VETERINARY SERVICES - ANIMAL CON	200.00
			070524		VETERINARY SERVICES - ANIMAL CON	200.00
			070624		VETERINARY SERVICES - ANIMAL CON	350.00
			071624		VETERINARY SERVICES - ANIMAL CON	75.00
					Total :	**1,825.00**
177351	8/27/2024	110534 EL DORADO NATIONAL	90829329	037-10171	GTRANS BUS VEHICLE SUPPLIES	2,693.30
			90829331	037-10171	GTRANS BUS VEHICLE SUPPLIES	21.77
			90829337	037-10128	GTRANS BUS VEHICLE SUPPLIES	2,264.75
			90829382	037-10171	GTRANS BUS VEHICLE SUPPLIES	1,077.76
			90829890		GTRANS BUS VEHICLE SUPPLIES	803.34
			90830003	037-10171	GTRANS BUS VEHICLE SUPPLIES	658.47
			90833034	037-10171	GTRANS BUS VEHICLE SUPPLIES	65.69
			90853902	037-10128	GTRANS BUS VEHICLE SUPPLIES	110.25
			90858320		GTRANS BUS VEHICLE SUPPLIES	1,747.32
			90865648		GTRANS BUS VEHICLE SUPPLIES	991.39
					Total :	**10,434.04**
177352	8/27/2024	105418 EMPIRE CLEANING SUPPLY	S6520415	034-00666	CUSTODIAL SUPPLIES	2,295.99

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177352	8/27/2024	105418 EMPIRE CLEANING SUPPLY	(Continued)			
			S6520415.002	034-00666	CUSTODIAL SUPPLIES	409.53
			S6587318	034-00666	CUSTODIAL SUPPLIES	1,989.98
					Total :	**4,695.50**
177353	8/27/2024	105778 ENNIS PAINT, INC.	465800		SIGN/SIGNAL MAINT SUPPLIES	2,640.49
					Total :	**2,640.49**
177354	8/27/2024	112953 ESTRELLA, CHRIST	RECEIPT #60435		REFUND - CASINO BADGE	75.00
					Total :	**75.00**
177355	8/27/2024	105650 EWING IRRIGATION PRODUCTS	23002119		PARK MAINT SUPPLIES	210.52
			23003752		PARK MAINT SUPPLIES	211.11
			23068705		PARK MAINT SUPPLIES	115.84
					Total :	**537.47**
177356	8/27/2024	112969 F. ROBERTS CONSTRUCTION, INC.	3657	035-01353	PD FIRST FLOOR REMODEL	49,994.60
					Total :	**49,994.60**
177357	8/27/2024	100055 FAIR HOUSING FOUNDATION	JULY 2024		FAIR HOUSING SERVICES	1,344.27
					Total :	**1,344.27**
177358	8/27/2024	103083 FIRST ADVANTAGE LNS OCC HEALTH, SOLUT	2503302407		DRUG TEST/ADMIN FEE	644.85
					Total :	**644.85**
177359	8/27/2024	109315 FLEETCREW, INC.	55435		PERIODIC TRUCK INSPECTION SERVI(	1,131.00
					Total :	**1,131.00**
177360	8/27/2024	106545 FLEETPRIDE, INC	119025044		SEWER PROGRAM SUPPLIES	472.97
					Total :	**472.97**
177361	8/27/2024	106334 FLORENCE FILTER CORPORATION	IN-2024-00400		TRAFFIC SIGNAL MAINT SUPPLIES	1,107.35
					Total :	**1,107.35**
177362	8/27/2024	112329 FM THOMAS AIR CONDITIONING INC	47014	024-01005	HVAC PREVENTATIVE MAINT SERVICE	19,573.17
					Total :	**19,573.17**
177363	8/27/2024	106465 FOX FIRST AID & SAFETY INC	72362		PARK MAINT SUPPLIES	61.74

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177363	8/27/2024	106465 FOX FIRST AID & SAFETY INC	(Continued)			
			72621		SEWER PROGRAM SUPPLIES	363.83
			73218		STREET MAINT SUPPLIES	26.46
			73303		PARK MAINT SUPPLIES	108.05
					Total :	**560.08**
177364	8/27/2024	103134 FRANCO'S UPHOLSTERY &, ACCESSORIES	16931		REUPHOLSTER VEHICLE SEAT	150.00
					Total :	**150.00**
177365	8/27/2024	107011 GARDENA VALLEY NEWS, INC.	00144781		SUMMARY OF ORDINANCE NO. 1873	147.00
			00144782		SUMMARY OF ORDINANCE NO. 1874	150.50
			00144816		NOTICE OF AVAILABILITY	672.00
			00144975		NOTICE OF PUBLIC HEARING	168.00
					Total :	**1,137.50**
177366	8/27/2024	619005 GAS COMPANY, THE	035-746-60944 080724		CNG FUEL	29,801.40
			058-854-91703 080724		CNG FUEL	1,328.90
					Total :	**31,130.30**
177367	8/27/2024	111964 GCAP SERVICES, INC.	25-07053	037-10116	CNG PROJECT LABOR COMPLIANCE A	2,316.25
			25-07054	037-10116	CNG PROJECT LABOR COMPLIANCE A	585.00
					Total :	**2,901.25**
177368	8/27/2024	619004 GOLDEN STATE WATER CO.	080524		WATER	12,554.79
					Total :	**12,554.79**
177369	8/27/2024	619004 GOLDEN STATE WATER CO.	081624		WATER	4,291.24
					Total :	**4,291.24**
177370	8/27/2024	619004 GOLDEN STATE WATER CO.	071724		WATER	251.72
					Total :	**251.72**
177371	8/27/2024	107513 GRAINGER	9198862469		GTRANS FACILITY SUPPLIES	152.65
					Total :	**152.65**
177372	8/27/2024	112374 GRIFFIN STRUCTURES, INC.	GSI-GCASC-19	024-00910	AQUATIC & SENIOR CENTER JN978	19,109.20
					Total :	**19,109.20**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177373	8/27/2024	112970 GULLICK, KATHERINE	PERMIT #18182		PERMIT DEPOSIT REFUND - 1000 RED(	1,000.00
					Total :	**1,000.00**
177374	8/27/2024	106300 HARDY & HARPER, INC.	23767		VAN NESS AVE STREET IMPROVEMEN	67,676.83
					Total :	**67,676.83**
177375	8/27/2024	112076 HERNANDEZ, ROSA	016 08/14/24		INTERN SERVICES - 08/01-08/14/24	1,586.34
					Total :	**1,586.34**
177376	8/27/2024	108434 HOME DEPOT CREDIT SERVICES	1512133		PARK MAINT SUPPLIES	111.19
			2512953		TRAFFIC SIGNAL/SIGN SUPPLIES	16.33
			2900781		PD PROGRAM SUPPLIES	66.70
			3050210		PW PROGRAM SUPPLIES	679.93
			3330148		BLDG MAINT SUPPLIES	148.72
			3541172		PW PROGRAM SUPPLIES	26.15
			4020455		PD PROGRAM SUPPLIES	71.81
			5386343		CUSTODIAL SUPPLIES	49.59
			6034079		TRAFFIC SIGNAL/SIGN SUPPLIES	21.77
			6043437		TRAFFIC SIGNAL/SIGN SUPPLIES	61.74
					Total :	**1,253.93**
177377	8/27/2024	108430 HOME PIPE & SUPPLY	F48805		BLDG MAINT SUPPLIES	193.70
					Total :	**193.70**
177378	8/27/2024	111593 INTER-CON SECURITY SYSTEMS INC	BD0338784	037-10312	GTRANS SECURITY SERVICES- JULY 2	7,318.48
			BD0338806	037-10312	GTRANS SECURITY SERVICES- JULY 2	30.74
					Total :	**7,349.22**
177379	8/27/2024	100084 INTIME	12731	035-01347	INTIME SUBSCRIPTION RENEWAL -139	12,340.00
					Total :	**12,340.00**
177380	8/27/2024	112966 KITO, BRIAN	PERMIT #50023-0050		PERMIT DEPOSIT REFUND - 1232 W 13	5,000.00
					Total :	**5,000.00**
177381	8/27/2024	312240 L.A. COUNTY DEPARTMENT OF, PUBLIC WOR	24081300066	024-01087	CATCH BASIN RETROFIT JN 998/JN 999	5,823.48
			24081300364	024-00988	INDUSTRIAL WASTE SERVICES	5,358.11
			24081300463	024-01086	TRAFFIC MARKINGS ON REDONDO BE	23,253.37
			24081300694	024-00988	TRAFFIC SIGNAL MAINT - JUNE 2024	2,237.16

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177381	8/27/2024	312240 312240 L.A. COUNTY DEPARTMENT OF, PUBLIC	(Continued)		**Total :**	**36,672.12**
177382	8/27/2024	112614 LAX AUTO REPAIR	19836		2021 FORD INTRCPTR #1614738 OIL &	70.00
					Total :	**70.00**
177383	8/27/2024	111980 LE, DANIEL	01/03-02/14		OCTA MAINTENANCE TRAINING - MILE	503.04
					Total :	**503.04**
177384	8/27/2024	112260 LIEBERT CASSIDY WHITMORE	271969		LEGAL SERVICES	21,653.81
			271994		LEGAL SERVICES	10,050.50
					Total :	**31,704.31**
177385	8/27/2024	112260 LIEBERT CASSIDY WHITMORE	270951		LEGAL SERVICES	11,718.00
			271895		LEGAL SERVICES	145.00
			271931		LEGAL SERVICES	445.00
			271932		LEGAL SERVICES	435.00
			271943		LEGAL SERVICES	2,224.00
			271944		LEGAL SERVICES	43.50
			271967		LEGAL SERVICES	2,827.50
			271968		LEGAL SERVICES	7,831.50
			271979		LEGAL SERVICES	853.50
			271993		LEGAL SERVICES	1,870.50
			272001		LEGAL SERVICE	987.50
					Total :	**29,381.00**
177386	8/27/2024	112260 LIEBERT CASSIDY WHITMORE	272982		ERC MEMBERSHIP FEE - FY 2024/25	4,815.00
			274825		LEGAL SERVICES	34.75
			274826		LEGAL SERVICES	126.00
			274827		LEGAL SERVICES	11,460.39
			274828		LEGAL SERVICES	4,838.06
			274829		LEGAL SERVICES	225.00
			274831		LEGAL SERVICES	675.00
			274832		LEGAL SERVICES	265.00
			274833		LEGAL SERVICES	465.00
			274834		LEGAL SERVICES	981.00
					Total :	**23,885.20**
177387	8/27/2024	105279 LOS ANGELES TRUCK CENTERS LLC	XA220583160		STREET SWEEPER SUPPLIES	965.69

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177387	8/27/2024	105279 LOS ANGELES TRUCK CENTERS LLC	(Continued)			
			XA220587921		STREET SWEEPER SUPPLIES	520.34
					Total :	**1,486.03**
177388	8/27/2024	109563 LUCKY LADY CASINO	JULY 2024		ECONOMIC ASSISTANCE - JULY 2024	50,950.02
					Total :	**50,950.02**
177389	8/27/2024	112615 LU'S LIGHTHOUSE, INC.	01266325	037-10271	GTRANS SHOP SUPPLIES	159.56
					Total :	**159.56**
177390	8/27/2024	113301 M & K METAL CO.	373161		BLDG MAINT SUPPLIES	54.40
			373775		BLDG MAINT SUPPLIES	54.79
					Total :	**109.19**
177391	8/27/2024	112934 MANNINGTON COMMERCIAL	98805400	037-10359	GTRANS PROGRAM SUPPLIES	235.95
			98805974	037-10359	GTRANS PROGRAM SUPPLIES	9,900.31
					Total :	**10,136.26**
177392	8/27/2024	104841 MAR-CO EQUIPMENT COMPANY	203000		STREET SWEEPER REPAIRS	2,221.54
			203022		STREET SWEEPER REPAIRS	1,418.99
					Total :	**3,640.53**
177393	8/27/2024	112713 MARRS SERVICES, INC.	23466-3	037-10315	GTRANS BUS WASH STATION COST ES	5,320.00
					Total :	**5,320.00**
177394	8/27/2024	110206 MICHELIN NORTH AMERICA, INC.	DA0060094443	037-10264	GTRANS' BUS TIRE LEASE SERVICES	7,605.32
			DA0060094444		GTRANS' BUS TIRE LEASE SERVICES	848.31
					Total :	**8,453.63**
177395	8/27/2024	110949 MVP'S AUTO GLASS	2024-461		WINDSHIELD INSTALL - UNIT #20	310.25
					Total :	**310.25**
177396	8/27/2024	105622 N/S CORPORATION	0123086	037-10249	GTRANS BUS WASH EQUIPMENT MAIN	586.00
					Total :	**586.00**
177397	8/27/2024	109115 NAGAO, WAYNE	072624		ENTERTAINMENT SERVICES - CANDLE	450.00
					Total :	**450.00**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177398	8/27/2024	112967 NAKAYAMA, LEAK	PERMIT #18232		PERMIT DEPOSIT REFUND - 1000 RED(	500.00
					Total :	**500.00**
177399	8/27/2024	105140 NMK CORPORATION	COG-017		SMART UPS APC 1500VA - DIGITAL DIVI	3,026.41
					Total :	**3,026.41**
177400	8/27/2024	110575 OCCUPATIONAL HEALTH CENTERS, OF CALIF	83629752	023-01558	RANDOM TESTS	951.00
			83688985	023-01558	RANDOM TESTS	781.00
			83770081	023-01558	RANDOM TESTS	1,108.00
			83840278	023-01558	RANDOM TESTS	695.00
			83914451	023-01558	RANDOM TESTS	871.00
			83993985	023-01558	RANDOM TESTS	446.00
			83995912	023-01558	RANDOM TESTS	80.00
					Total :	**4,932.00**
177401	8/27/2024	115168 OFFICE DEPOT	375328450		PD OFFICE SUPPLIES	28.72
			375861496		CM OFFICE SUPPLIES	113.42
			376382018		PD OFFICE SUPPLIES	24.57
			376382695		PD OFFICE SUPPLIES	44.09
			377795763		FINANCE OFFICE SUPPLIES	105.56
			378866372		PD OFFICE SUPPLIES	22.04
			378866941		PD OFFICE SUPPLIES	123.83
			378866944		PD OFFICE SUPPLIES	176.00
			379730030		BUS OFFICE SUPPLIES	572.00
			379731371		BUS OFFICE SUPPLIES	4.07
			380102552		HR OFFICE SUPPLIES	53.46
					Total :	**1,267.76**
177402	8/27/2024	111358 O'REILLY AUTO PARTS	457284		SEWER PROGRAM SUPPLIES	374.84
			463090		PW AUTO PARTS	93.49
					Total :	**468.33**
177403	8/27/2024	115810 ORKIN PEST CONTROL	264998490		PEST CONTROL - ACCT #27336703	313.99
			264998491		PEST CONTROL - ACCT #27336703	313.99
					Total :	**627.98**
177404	8/27/2024	103673 PACIFIC PRODUCTS & SERVICE, LLC	34333		SIGNS/SIGNALS SUPPLIES	141.43

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177404	8/27/2024	103673 103673 PACIFIC PRODUCTS & SERVICE, LLC (Continued)			**Total :**	**141.43**
177405	8/27/2024	110403 PENN RECORDS MANAGEMENT	0143538		OFF-SITE STORAGE SERVICES - JULY	65.50
					Total :	**65.50**
177406	8/27/2024	112173 PEREZ, NATHALIE	080724		REIMBURSEMENT - NATIONAL NIGHT (	113.15
					Total :	**113.15**
177407	8/27/2024	112965 PHILLIPS, DOROTHY	RECEIPT #65777537		MAINTENANCE DEPOSIT REFUND	250.00
					Total :	**250.00**
177408	8/27/2024	108600 PHOENIX GROUP INFORMATION, SYSTEMS	052024211	035-01283	PARKING CONTRACT SERVICES - MAY	8,581.94
			062024211	035-01283	PARKING CONTRACT SERVICES - JUNI	7,147.06
					Total :	**15,729.00**
177409	8/27/2024	112401 PINNACLE CLAIMS MANAGEMENT INC	30604202407121		HEALTH INSURANCE SUMMARY PLAN	2,250.00
					Total :	**2,250.00**
177410	8/27/2024	110314 PROBAR	COG_07102024-INV01	037-10344	GTRANS PARTS AND CAPITAL ASSET II	14,985.00
					Total :	**14,985.00**
177411	8/27/2024	102677 PROVIDENCE HEALTH & SERVICES	1010125 03/05/24		SART EXAMS	1,020.00
			1010125 05/05/24		SART EXAMS	1,020.00
			600000283 08/05/24		PRE-EMPLOYMENT PHYSICALS	570.00
					Total :	**2,610.00**
177413	8/27/2024	106092 PRUDENTIAL OVERALL SUPPLY	42947706	034-00667 024-01082	UNIFORM & SUPPLY RENTAL	159.44
			42947707	034-00667	UNIFORM & SUPPLY RENTAL	31.33
			42947708	034-00667	SUPPLY RENTAL - MATS - GTRANS	50.10
			42947709	034-00667	SUPPLY RENTAL - MATS - NCC	13.65
			42947710	034-00667	SUPPLY RENTAL - MATS - CH	19.00
			42947711	034-00667	SUPPLY RENTAL - MATS - PD	91.60
			42947712	034-00667	SUPPLY RENTAL - MATS - HS	11.60
			42949527	034-00667	CUSTODIAL SUPPLIES	1,687.54
			42949528	034-00667 024-01082	UNIFORM & SUPPLY RENTAL	159.44
			42949529	034-00667	UNIFORM & SUPPLY RENTAL	31.33

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177413	8/27/2024	106092 PRUDENTIAL OVERALL SUPPLY	(Continued)			
			42949530	034-00667	SUPPLY RENTAL - MATS - GTRANS	50.10
			42951342	034-00667	CUSTODIAL SUPPLIES	816.98
			42951343	034-00667	UNIFORM & SUPPLY RENTAL	159.44
				024-01082		
			42951344	034-00667	UNIFORM & SUPPLY RENTAL	32.10
			42951345	034-00667	SUPPLY RENTAL - MATS - GTRANS	50.10
			42951346	034-00667	SUPPLY RENTAL - MATS - NCC	13.65
			42951347	034-00667	SUPPLY RENTAL - MATS - CH	19.00
			42951348	034-00667	SUPPLY RENTAL - MATS - PD	91.60
			42951349	034-00667	SUPPLY RENTAL - MATS - HS	11.60
			42953171	034-00667	CUSTODIAL SUPPLIES	515.61
			42953172	024-01082	UNIFORM & SUPPLY RENTAL	159.44
				034-00667		
			42953173	034-00667	UNIFORM & SUPPLY RENTAL	32.10
			42953174	034-00667	SUPPLY RENTAL - MATS - GTRANS	50.10
			42954997	034-00667	CUSTODIAL SUPPLIES	1,622.82
			42954998	024-01082	UNIFORM & SUPPLY RENTAL	159.44
				034-00667		
			42954999	034-00667	UNIFORM & SUPPLY RENTAL	32.10
			42955000	034-00667	SUPPLY RENTAL - MATS - GTRANS	50.10
			42955001	034-00667	SUPPLY RENTAL - MATS - NCC	13.65
			42955002	034-00667	SUPPLY RENTAL - MATS - CH	19.00
			42955003	034-00667	SUPPLY RENTAL - MATS - PD	91.60
			42955004	034-00667	SUPPLY RENTAL - MATS - HS	11.60
			42956458	037-10365	UNIFORM & SUPPLY RENTAL	429.14
			42956829	024-01082	UNIFORM & SUPPLY RENTAL	159.44
				034-00667		
			42956830	034-00667	UNIFORM & SUPPLY RENTAL	71.10
			42956831	034-00667	SUPPLY RENTAL - MATS - GTRANS	50.10
			42958675		CUSTODIAL SUPPLIES	1,369.20
			42958676	024-01082	UNIFORM & SUPPLY RENTAL	159.44
				034-00667		
			42958677	034-00667	UNIFORM & SUPPLY RENTAL	32.10
			42958678	034-00667	SUPPLY RENTAL - MATS - GTRANS	50.10
			42958679	034-00667	SUPPLY RENTAL - MATS - NCC	13.65
			42958680	034-00667	SUPPLY RENTAL - MATS - CH	19.00

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177413	8/27/2024	106092 PRUDENTIAL OVERALL SUPPLY	(Continued)			
			42958681	034-00667	SUPPLY RENTAL - MATS - PD	91.60
			42958682	034-00667	SUPPLY RENTAL - MATS - HS	11.60
					Total :	**8,713.63**
177414	8/27/2024	116575 PSYCHOLOGICAL CONSULTING, ASSOCIATES	527189		INDIVIDUAL PSYCHOTHERAPY	289.50
					Total :	**289.50**
177415	8/27/2024	112973 PURUGANAN, JENNA	PERMIT #50023-0779		PERMIT DEPOSIT REFUND - 1845 W 15	7,500.00
					Total :	**7,500.00**
177416	8/27/2024	103072 REACH	082533		EAP SERVICES/REACHLINE NEWSLET	902.00
					Total :	**902.00**
177417	8/27/2024	109619 RENTINO, JOBEL	036	037-10375	PROCUREMENT CONSULTING SERVIC	1,035.00
					Total :	**1,035.00**
177418	8/27/2024	100585 RKA CONSULTING GROUP	34738		ENGINEERING & SURVEYING SERVICE	140.00
					Total :	**140.00**
177419	8/27/2024	119126 S.B.R.P.C.A.	04464	035-01350	Q4 FY 2024 - PD VEHICLES (5) BUILD O	116,762.68
					Total :	**116,762.68**
177420	8/27/2024	112327 SAMI'S REFEREES LLC	07/16-07/31/24		SPORT REFEREE SERVICES	1,035.00
					Total :	**1,035.00**
177421	8/27/2024	119005 SAM'S AUTOLAND	35278 BAL		2015 CHEVY TAHOE #1156395 BODY RE	537.54
					Total :	**537.54**
177422	8/27/2024	112964 SATO, MATSUTOYO	RECEIPT #67560203		MAINTENANCE DEPOSIT REFUND	250.00
					Total :	**250.00**
177423	8/27/2024	108654 SECTRAN SECURITY INC.	24080867		AMRORED TRANSPORTATION SERVICI	890.18
					Total :	**890.18**
177424	8/27/2024	107006 SHAMROCK COMPANIES	2768794		PW MAINT SUPPLIES	12.59
			2770084		BLDG MAINT SUPPLIES	37.97

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177424	8/27/2024	107006 107006 SHAMROCK COMPANIES	(Continued)		**Total :**	**50.56**
177425	8/27/2024	119378 SMARDAN SUPPLY CO.	S4106314.001		GTRANS FACILITY SUPPLIES	192.05
			S4126211		BLDG MAINT SUPPLIES	70.28
			S4126243		BLDG MAINT SUPPLIES	46.87
			S4131351		BLDG MAINT SUPPLIES	21.50
					Total :	**330.70**
177426	8/27/2024	119447 SOUTH BAY FORD	521253		2012 FORD ESCAPE #1156334 SERVICE	359.00
					Total :	**359.00**
177427	8/27/2024	112633 SOUTH BAY KUSTOMZ, LLC	13270		2002 FORD VAN #J1 SERVICE & REPAIR	803.85
			13273		2023 FORD EXPLR #P06 SERVICE & RE	1,229.02
			13274		2021 FORD EXPLR #P18 BATTERY REP	340.10
					Total :	**2,372.97**
177428	8/27/2024	318010 SOUTHERN CALIFORNIA ASSOC., OF GOVER	SCAG FY25 0068		ANNUAL DUES ASSESSMENT	8,347.00
					Total :	**8,347.00**
177429	8/27/2024	619003 SOUTHERN CALIFORNIA EDISON	081424		LIGHT & POWER	68,729.11
					Total :	**68,729.11**
177430	8/27/2024	108238 SPARKLETTS	14211220 071024		DRINKING WATER FILTRATION SYSTEM	42.99
			15638236 080924		DRINKING WATER FILTRATION SYSTEM	43.00
					Total :	**85.99**
177431	8/27/2024	104126 SPECTRUM	188375801080724		CABLE SERVICES - PD	89.09
					Total :	**89.09**
177432	8/27/2024	104453 SPICERS PAPER, INC.	50187950		PD OFFICE SUPPLIES	2,307.36
			50187951		PRINT SHOP PAPER	1,254.74
			50190853		PRINT SHOP PAPER	2,307.36
					Total :	**5,869.46**
177433	8/27/2024	119548 ST. JOHN LUTHERAN CHURCH	SEPTEMBER 2024		SENIOR CITIZENS DAY CARE	1,100.00
					Total :	**1,100.00**
177434	8/27/2024	119594 STANLEY PEST CONTROL	1778493		PEST CONTROL SERVICE - 13220 VAN	65.00

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177434	8/27/2024	119594 STANLEY PEST CONTROL	(Continued)			
			1778494		PEST CONTROL SERVICE - 14517 CRA	60.00
			1778495		PEST CONTROL SERVICE - 2320 W 149	42.00
			1778497		PEST CONTROL SERVICE - 2100 W 154	65.00
			1778498		PEST CONTROL SERVICE - 1717 W 162	75.00
			1778500		PEST CONTROL SERVICE - 1718 W 162	65.00
			1778501		PEST CONTROL SERVICE - 1670 W 162	80.00
			1778502		PEST CONTROL SERVICE - 1700 W 162	80.00
			1778503		PEST CONTROL SERVICE - 1651 W 162	85.00
			1778504		PEST CONTROL SERVICE - 14708 HALL	42.00
			1778505		PEST CONTROL SERVICE - 15800 BRIG	42.00
			1778506		PEST CONTROL SERVICE - 1220 W 170	70.00
					Total :	**771.00**
177435	8/27/2024	100609 TANK SPECIALISTS OF CALIFORNIA	33961		CERTIFIED DESIGNATED OPERATOR S	198.00
					Total :	**198.00**
177436	8/27/2024	112817 TL INVESTIGATIONS AND, CONSULTING LLC	2024-1		CONSULTING SERVICES - RECRUITME	2,607.50
					Total :	**2,607.50**
177437	8/27/2024	120444 TORRANCE MEMORIAL MEDICAL CTR	31594		BLOOD DRAW	35.00
			31644		BLOOD DRAW	140.00
			31716		BLOOD DRAW	70.00
			31839		BLOOD DRAW	175.00
			31879		BLOOD DRAW	35.00
			31903		BLOOD DRAW	35.00
			31938		BLOOD DRAW	245.00
			31963		BLOOD DRAW	175.00
			31991		BLOOD DRAW	140.00
			32022		BLOOD DRAW	105.00
			32053		BLOOD DRAW	70.00
			32148		BLOOD DRAW	70.00
			32180		BLOOD DRAW	70.00
			32218		BLOOD DRAW	70.00
			32311		BLOOD DRAW	105.00
			32344		BLOOD DRAW	70.00
			32378		BLOOD DRAW	35.00

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177437	8/27/2024	120444 TORRANCE MEMORIAL MEDICAL CTR	(Continued)			
			32419		BLOOD DRAW	70.00
			32443		BLOOD DRAW	35.00
			32476		BLOOD DRAW	70.00
			32509		BLOOD DRAW	35.00
			32575		BLOOD DRAW	70.00
			32641		BLOOD DRAW	35.00
			32774		BLOOD DRAW	70.00
			32808		BLOOD DRAW	35.00
			32876		BLOOD DRAW	35.00
			32909		BLOOD DRAW	35.00
			33177		BLOOD DRAW	35.00
			33310		BLOOD DRAW	35.00
					Total :	**2,205.00**
177438	8/27/2024	105959 TRANSITTALENT.COM, LLC	1342408		LEGAL NOTICE - IFB 2024-01: BUS TIRE	125.00
					Total :	**125.00**
177439	8/27/2024	105717 TRANSPORTATION MANAGEMENT, & DESIGN	1104-01	037-10316	GTRANS SERVICE PLANNING SUPPOR	26,920.43
					Total :	**26,920.43**
177440	8/27/2024	110851 TRAPEZE SOFTWARE GROUP, INC.	TSMAU240176	037-10387	GTRANS SCHEDULING & OPERATIONS	19,751.00
					Total :	**19,751.00**
177441	8/27/2024	111481 TRIO COMMUNITY MEALS, LLC	INV2230049949	034-00659	SENIOR FEEDING PROGRAM	3,617.90
			INV2230049950	034-00659	SENIOR FEEDING PROGRAM	1,113.20
			INV2230050459	034-00659	SENIOR FEEDING PROGRAM	6,917.02
					Total :	**11,648.12**
177442	8/27/2024	112971 TSUJI, EDMUND Y.	PERMIT #50024-0113		PERMIT DEPOSIT REFUND - 1636 W GA	5,000.00
					Total :	**5,000.00**
177443	8/27/2024	120854 TURF STAR INC.	7321792-00		PW AUTO PARTS	211.49
					Total :	**211.49**
177444	8/27/2024	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	HR 07/22/24		CAL CARD STATEMENT 06/25-07/22/24	1,170.00
			HR 7/22/24		CAL CARD STATEMENT 06/25-07/22/24	169.68
			LEWIS 07/22/24		CAL CARD STATEMENT 06/25-07/22/24	-132.40

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177444	8/27/2024	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	(Continued)			
			MACIEL 07/22/24		CAL CARD STATEMENT 06/25-07/22/24	112.42
			NOLAN 07/22/24		CAL CARD STATEMENT 06/25-07/22/24	142.69
			NOLAN 7/22/24		CAL CARD STATEMENT 06/25-07/22/24	2,133.68
			OROZCO 07/22/24		CAL CARD STATEMENT 06/25-07/22/24	1,845.52
			PD TRAINING 072224		CAL CARD STATEMENT 06/25-07/22/24	91.60
			PD TRAINING2 072224		CAL CARD STATEMENT 06/25-07/22/24	671.09
			PD TRAINING3 072224		CAL CARD STATEMENT 06/25-07/22/24	410.50
			PD TRAINING4 072224		CAL CARD STATEMENT 06/25-07/22/24	624.47
			PD TRAINING4 6/24/24		CAL CARD STATEMENT 05/23-06/24/24	743.25
			RECREATION 06/24/24		CAL CARD STATEMENT 05/23-06/24/24	21,202.45
			ROMERO 07/22/24		CAL CARD STATEMENT 06/25-07/22/24	657.13
			ROMERO 7/22/24		CAL CARD STATEMENT 06/25-07/22/24	60.00
			SANTOS 07/22/24		CAL CARD STATEMENT 06/25-07/22/24	1,554.79
			SANTOS 7/22/24		CAL CARD STATEMENT 06/25-07/22/24	3,326.01
					Total :	**34,782.88**
177445	8/27/2024	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	SANTIN 06/24/24		CAL CARD STATEMENT 05/23-06/24/24	39,942.17
					Total :	**39,942.17**
177446	8/27/2024	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	PD TRAINING2 6/24/24		CAL CARD STATEMENT 05/23-06/24/24	6,782.17
			SANTIN 07/22/24		CAL CARD STATEMENT 06/25-07/22/24	15,288.05
			SWEENEY 06/24/24		CAL CARD STATEMENT 05/23-06/24/24	5,430.65
			SWEENEY 07/22/24		CAL CARD STATEMENT 06/25-07/22/24	4,663.01
					Total :	**32,163.88**
177447	8/27/2024	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	C.OSORIO 07/22/24		CAL CARD STATEMENT 06/25-07/22/24	556.67
			PD TRAINING 06/24/24		CAL CARD STATEMENT 05/23-06/24/24	3,475.11
			PD TRAINING3 6/24/24		CAL CARD STATEMENT 05/23-06/24/24	1,266.59
			PD TRAINING3 7/22/24		CAL CARD STATEMENT 06/25-07/22/24	932.74
			PD TRAINING4 7/22/24		CAL CARD STATEMENT 06/25-07/22/24	1,477.76
			RECREATION 07/22/24		CAL CARD STATEMENT 06/25-07/22/24	14,868.47
			RECREATION 7/22/24		CAL CARD STATEMENT 06/25-07/22/24	12,234.18
					Total :	**34,811.52**
177448	8/27/2024	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	CM 05/22/24		CAL CARD STATEMENT 04/23-05/22/24	9.99
			FOX 05/22/24		CAL CARD STATEMENT 04/23-05/22/24	3,256.83

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177448	8/27/2024	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	(Continued)			
			MACIEL 7/22/24	035-01345	CAL CARD STATEMENT 06/25-07/22/24	11,821.56
			SWEENEY 7/22/24		CAL CARD STATEMENT 06/25-07/22/24	3,981.47
					Total :	**19,069.85**
177449	8/27/2024	107274 U.S. TOW, INC.	01952	037-10263	TOWING SERVICES FOR BUS #723	60.00
			01967	037-10263	TOWING SERVICES FOR BUS #725	60.00
			01970	037-10263	TOWING SERVICES FOR BUS #883	84.00
			01972	037-10263	TOWING SERVICES FOR BUS #731	60.00
					Total :	**264.00**
177450	8/27/2024	104692 ULINE	178294382	035-01349	PD PROGRAM SUPPLIES	6,401.29
					Total :	**6,401.29**
177451	8/27/2024	121275 UNDERGROUND SERVICE ALERT, OF SC	24-250207		STATE REGULATORY COSTS- BILLABLI	67.81
			720240290		NEW TICKETS	130.25
					Total :	**198.06**
177452	8/27/2024	106487 VEHICLE TECHNICAL CONSULTANTS, INC.	1826072	037-10218	AUDIT SERVICES - PRE-AWARD BUY AI	29,850.00
				037-10018		
					Total :	**29,850.00**
177453	8/27/2024	122050 VERIZON WIRELESS	9968735539		PW CELL PHONE SERVICE	977.53
					Total :	**977.53**
177454	8/27/2024	122435 VISTA PAINT CORPORATION	2024-466440-00		GTRANS FACILITY PAINT	220.60
			2024-568157-00		STREET MAINT SUPPLIES	155.90
					Total :	**376.50**
177455	8/27/2024	112977 VON ROISHMANDT, ERICH	UNIFORM		UNIFORM ALLOWANCE	350.00
					Total :	**350.00**
177456	8/27/2024	108353 WALTERS WHOLESALE ELECTRIC CO	S124743273	024-01083	SIGNS/SIGNALS MAINT SUPPLIES	20,711.36
					Total :	**20,711.36**
177457	8/27/2024	101195 WASTE RESOURCES GARDENA	081924		WASTE COLLECTION	291,934.90
					Total :	**291,934.90**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177458	8/27/2024	101903 WATER TECHNIQUES	11377		DRINKING WATER SYSTEM RENTAL	45.00
					Total :	**45.00**
177459	8/27/2024	112737 WELLS FARGO VENDOR FINANCIAL, SERVICE	5030195873	023-01557	CITYWIDE COPIER LEASE - JULY 2024	3,307.50
			5030596034	023-01557	CITYWIDE COPIER LEASE - AUGUST 2(	3,307.50
					Total :	**6,615.00**
177460	8/27/2024	112535 YAMASHIRO-MARQUEZ, ERICKA	GEPCO 2024		GEPCO LOAN	1,500.00
					Total :	**1,500.00**
177461	8/27/2024	112968 YUKON CONSTRUCTION	24053001	035-01352	PD SECOND FLOOR REMODEL	49,417.93
					Total :	**49,417.93**

159 Vouchers for bank code : usb **Bank total :** **1,911,939.50**

159 Vouchers in this report **Total vouchers :** **1,911,939.50**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount

CLAIMS VOUCHER APPROVAL

I hereby certify that the demands or claims covered by the checks listed on pages 1 to 21 inclusive of the check register are accurate and funds are available for payment thereof.

By: _____

Director of Administrative Services

This is to certify that the claims or demands covered by checks listed on pages 1 to 21 inclusive of the check register have been audited by the City Council of the City of Gardena and that all of the said checks are approved for payment except check numbers:

_____

_____ 08/27/2024

Mayor Date

_____ _____

Councilmember Date

_____ _____

Councilmember Date

Acknowledged:

_____ _____

Councilmember Date

_____ _____

Councilmember Date

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: City Treasurer's Office

DATE: September 5, 2024

SUBJECT: WARRANT REGISTER
PAYROLL REGISTER

September 10, 2024	TOTAL WARRANTS ISSUED:	$1,711,001.14

Wire Transfer: 12790
Prepay:
Check Numbers: 177462-177603
Checks Voided:

Total Pages of Register: 15

September 6, 2024	TOTAL PAYROLL ISSUED:	$2,305,794.47

Guy Mato, City Treasurer

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
12790	8/22/2024	112441 ANTHEM BLUE CROSS LIFE &, HEALTH INSUF	365991331216		HEALTH INSURANCE CLAIMS	76,137.95
					Total :	**76,137.95**
177462	9/10/2024	104606 2 BROTHERS TIRES & WHEELS	29508		PD VEHICLE TIRE SERVICES	20.00
					Total :	**20.00**
177463	9/10/2024	103164 4IMPRINT	12884471		JAZZ FESTIVAL SUPPLIES	1,941.00
			27812028	023-01564	HR PROGRAM SUPPLIES	8,096.78
					Total :	**10,037.78**
177464	9/10/2024	101597 ACE BUSINESS MACHINES, INC.	56182		TIMESTAMP ANNUAL SERVICE	185.00
					Total :	**185.00**
177465	9/10/2024	112361 ADDRESSERS	118867		CITY ENVELOPES	1,355.00
					Total :	**1,355.00**
177466	9/10/2024	107712 AFFORDABLE GENERATOR SERVICES, INC.	25817	037-10377	GENERATOR INSPECTION SERVICE	2,291.22
					Total :	**2,291.22**
177467	9/10/2024	101748 AFTERMARKET PARTS COMPANY LLC, THE	83458176		GTRANS AUTO PARTS	1,502.76
			83459276		GTRANS AUTO PARTS	205.91
			83478558	037-10360	GTRANS AUTO PARTS	91.99
			83481712	037-10360	GTRANS AUTO PARTS	72.56
					Total :	**1,873.22**
177468	9/10/2024	102730 ALL PRO SIGNS, INC.	13746		PD PICTURE COLLAGE PROJECT	2,618.75
					Total :	**2,618.75**
177469	9/10/2024	110028 ANSER ADVISORY MANAGEMENT LLC	26661	037-10228	PROJECT MGMT SUPPORT - ELECTRIF	5,900.00
					Total :	**5,900.00**
177470	9/10/2024	112640 ARELLANO ASSOCIATES, LLC	21507	037-10284	MICROTRANSIT SERVICE COMMUNITY	231.42
					Total :	**231.42**
177471	9/10/2024	100474 AT&T LONG DISTANCE	081224		TELEPHONE	57.19
					Total :	**57.19**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177472	9/10/2024	108383 ATKINSON, ANDELSON, LOYA, RUDD & ROMC	722673		PROFESSIONAL SERVICES	8,835.90
					Total :	**8,835.90**
177473	9/10/2024	112942 AWP SAFETY	40016698		SIGNS - 5.25"X7" "GOODBYE"	35.68
					Total :	**35.68**
177474	9/10/2024	103641 BECNEL UNIFORMS	71024		BUS UNIFORM SUPPLIES	109.45
			71757		BUS UNIFORM SUPPLIES	435.77
			71791		BUS UNIFORM SUPPLIES	516.58
					Total :	**1,061.80**
177475	9/10/2024	102135 BEHRENDS, KENT	276	023-01545	IT NETWORK SUPPORT - JULY 2024	3,400.00
					Total :	**3,400.00**
177476	9/10/2024	107747 BENGAR PRODUCTIONS	7464		EMBROIDERY SERVICES	216.00
			7465		EMBROIDERY SERVICES	470.00
					Total :	**686.00**
177477	9/10/2024	106064 BON AIR, INC.	004 07/30/24	024-01022	NCC VAC UPGRADE PROJECT, JN522	18,558.57
					Total :	**18,558.57**
177478	9/10/2024	111902 BPR CONSULTING GROUP LLC	1851	032-00173	CONSULTING SERVICES - JULY 2024	70,272.00
					Total :	**70,272.00**
177479	9/10/2024	111615 BUCKNAM INFRASTRUCTURE GROUP, INC	369-02.03	024-01072	PMP SYSTEM UPDATE, JN549	11,254.50
					Total :	**11,254.50**
177480	9/10/2024	105008 CALIFORNIA BUILDING STANDARDS, COMMIS	APR-JUN 2024		BUILDING STANDARDS ADMIN SPECIA	785.70
			JAN-MAR 2024		BUILDING STANDARDS ADMIN SPECIA	723.60
					Total :	**1,509.30**
177481	9/10/2024	803420 CARPENTER, ROTHANS & DUMONT, LAW OFI	47267		LEGAL SERVICES	10,784.07
					Total :	**10,784.07**
177482	9/10/2024	109687 CELEBRITY STYLE LIMOUSINE, SERVICE, INC	NL-75854		JAZZ FESTIVAL - ARTIST TRANSPORTA	3,895.00
					Total :	**3,895.00**
177483	9/10/2024	105122 CERDA, TASHA	07/11-07/15.		ICA SUMMER SEMINAR	385.80

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177483	9/10/2024	105122 105122 CERDA, TASHA	(Continued)		**Total :**	**385.80**
177484	9/10/2024	108378 CHARLES E. THOMAS COMPANY INC.	111951	037-10367	DESIGNATED OPERATOR SERVICES	222.21
					Total :	**222.21**
177485	9/10/2024	112138 CHAUHAN, MINESH	09/14-09/19		CLEVER CONNECT CONFERENCE 202	250.00
					Total :	**250.00**
177486	9/10/2024	112352 CIRCLE, THE	190823		TOSHIBA 3525AC COPIER USAGE - GTI	424.86
					Total :	**424.86**
177487	9/10/2024	312105 CITY OF LOS ANGELES	MA250000008		TRAFFIC SIGNAL MAINTENANCE & OPI	852.83
					Total :	**852.83**
177488	9/10/2024	104338 CODE PUBLISHING, INC.	GCI0015360		MUNICIPAL CODE - WEB UPDATE	94.00
					Total :	**94.00**
177489	9/10/2024	102388 COPYLAND, INC.	87155	037-10362	GTRANS - 11"X26" COLOR BUS CARDS	1,631.53
					Total :	**1,631.53**
177490	9/10/2024	109913 COSTAR REALTY INFORMATION INC.	120992741	032-00174	COSTAR SUITE - JULY 2024	898.70
			121095148	032-00174	COSTAR SUITE - AUGUST 2024	898.70
					Total :	**1,797.40**
177491	9/10/2024	102791 CPAC, INC.	1299958	023-01562	VEEAM BACKUP SYSTEM RENEWAL	19,452.00
					Total :	**19,452.00**
177492	9/10/2024	103512 CRENSHAW LUMBER CO.	30388		SIGNS/SIGNALS SUPPLIES	3.61
					Total :	**3.61**
177493	9/10/2024	103353 CRM COMPANY, LLC.	LA25464		SCRAP TIRE DISPOSAL FEE	69.50
			LA25465		SCRAP TIRE DISPOSAL FEE	69.50
					Total :	**139.00**
177494	9/10/2024	120219 CYBER SECURITY SOURCE	12248		REC MAINT SUPPLIES	1,160.20
					Total :	**1,160.20**
177495	9/10/2024	108629 DAVE BANG ASSOCIATES, INC.	CA56701		PARK PLAYGROUND EQUIPMENT	1,205.91

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177495	9/10/2024	108629 108629 DAVE BANG ASSOCIATES, INC.	(Continued)		**Total :**	**1,205.91**
177496	9/10/2024	312558 DEPARTMENT OF ANIMAL CARE, & CONTROL	JULY 2024		MONTHLY ANIMAL SERVICES - JULY 20	689.50
					Total :	**689.50**
177497	9/10/2024	312117 DEPARTMENT OF WATER & POWER	082124		LIGHT & POWER	109.35
					Total :	**109.35**
177498	9/10/2024	110511 DESANTIAGO, RIGOBERTO	SUMMER 2024		EDUCATIONAL REIMBURSEMENT	150.00
					Total :	**150.00**
177499	9/10/2024	104030 DLT SOLUTIONS, LLC	5252174A		AUTOCAD SOFTWARE RENEWAL	2,603.10
					Total :	**2,603.10**
177500	9/10/2024	112774 DR. HYDRAULICS, INC	3189	037-10348	GTRANS BUS MAINT SUPPLIES	10,974.88
			3195	037-10355	GTRANS STEAM BAY LIFT MAINT	10,390.43
					Total :	**21,365.31**
177501	9/10/2024	109416 E S SPORTS	11959		CUSTOM GRAPHICS FOR UNIT P-21	357.40
			11970		CUSTOM GRAPHICS FOR UNIT V2	181.50
					Total :	**538.90**
177502	9/10/2024	105053 E.J. WARD	3000625	037-10381	GTRANS FUEL TERMINALS AND SOFT\	13,410.72
					Total :	**13,410.72**
177503	9/10/2024	110534 EL DORADO NATIONAL	90868855		GTRANS BUS VEHICLE SUPPLIES	634.92
			90869055		GTRANS BUS VEHICLE SUPPLIES	447.01
					Total :	**1,081.93**
177504	9/10/2024	105418 EMPIRE CLEANING SUPPLY	S6501428	034-00666	CUSTODIAL SUPPLIES	523.49
			S6529256.002	034-00666	CUSTODIAL SUPPLIES	51.44
			S6556019	034-00666	CUSTODIAL SUPPLIES	193.91
			S6587332	034-00666	CUSTODIAL SUPPLIES	523.49
			S6607411	034-00666	CUSTODIAL SUPPLIES	2,250.19
			S6607484	034-00666	CUSTODIAL SUPPLIES	1,557.18
					Total :	**5,099.70**
177505	9/10/2024	112526 ESPARZA JR., JOSEPH P.	SUMMER 2024		EDUCATIONAL REIMBURSEMENT	300.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177505	9/10/2024	112526 112526 ESPARZA JR., JOSEPH P.	(Continued)		**Total :**	**300.00**
177506	9/10/2024	105650 EWING IRRIGATION PRODUCTS	23120431		PARK MAINT SUPPLIES	150.01
			23207334		PARK MAINT SUPPLIES	321.55
					Total :	**471.56**
177507	9/10/2024	106129 FEDEX	8-584-87242		SHIPPING SERVICES	77.98
					Total :	**77.98**
177508	9/10/2024	100447 FIVE-STAR UPHOLSTERY & AUTO, GLASS	20240724		UPHOLSTER DRIVER SEAT	250.00
					Total :	**250.00**
177509	9/10/2024	106545 FLEETPRIDE, INC	119304629		SEWER PROGRAM SUPPLIES	472.97
			119328500		STREET SWEEPER SUPPLIES	530.03
					Total :	**1,003.00**
177510	9/10/2024	106465 FOX FIRST AID & SAFETY INC	73441		PARK MAINT SUPPLIES	378.16
					Total :	**378.16**
177511	9/10/2024	112975 FREITAS, KEITH	PERMIT #50023-0872		PERMIT DEPOSIT REFUND - 1842 W 15	7,500.00
					Total :	**7,500.00**
177512	9/10/2024	107011 GARDENA VALLEY NEWS, INC.	00143278		BACK PAGE AD FOR SUMMER SERVICI	1,469.56
			00143279		WEBSITE AD SUMMER SERVICE - GTR	150.00
			00143280		BACK PAGE AD FOR SUMMER SERVICI	1,469.56
			00143282		WEBSITE AD FOR SUMMER SERVICE -	150.00
			00144347		BACK PAGE AD FOR SUMMER SERVICI	1,469.56
			00144348		WEBSITE AD SUMMER SERVICE - GTR	150.00
			00144719		PUBLIC NOTICE - GTRANS PROPOSED	210.00
			00145074		NOTICE REQUESTING FOR BIDS - BUS	115.50
			00145221		SUMMARY OF ORDINANCE NO. 1873 -	171.50
					Total :	**5,355.68**
177513	9/10/2024	110722 GARON WYATT INVESTIGATIVE, SERVICES, L	002 08/19/24		PROFESSIONAL SERVICES - PERSONN	2,484.20
					Total :	**2,484.20**
177514	9/10/2024	619005 GAS COMPANY, THE	082924		GAS	2,548.89

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177514	9/10/2024	619005 619005 GAS COMPANY, THE	(Continued)		**Total :**	**2,548.89**
177515	9/10/2024	106763 GENERAL INDUSTRIAL TOOL &, SUPPLY	1203992-01		KEEP GARDENA BEAUTIFUL DAY SUPF	69.85
					Total :	**69.85**
177516	9/10/2024	106470 GILLIG LLC	41185527		GTRANS AUTO PARTS	509.05
					Total :	**509.05**
177517	9/10/2024	619004 GOLDEN STATE WATER CO.	082224		WATER	28,485.55
					Total :	**28,485.55**
177518	9/10/2024	107513 GRAINGER	9223783839		GTRANS FACILITY SUPPLIES	790.71
					Total :	**790.71**
177519	9/10/2024	112374 GRIFFIN STRUCTURES, INC.	GSI-GRCCD-01	024-01052	ROSECRANS COMMUNITY BLDG DEM(	3,959.20
					Total :	**3,959.20**
177520	9/10/2024	108012 H&H AUTO PARTS WHOLESALE	1IN0655140		PW AUTO PARTS	1,812.90
			1IN0655220		PW AUTO PARTS	220.91
					Total :	**2,033.81**
177521	9/10/2024	108956 HANOVER DISPLAYS INC.	SIN24001508S		GTRANS PROGRAM SUPPLIES	1,500.00
					Total :	**1,500.00**
177522	9/10/2024	107754 HARBOR TRUCK BODIES, INC.	PSI58374		PW AUTO PARTS	775.85
					Total :	**775.85**
177523	9/10/2024	112076 HERNANDEZ, ROSA	017 08/28/24		INTERN SERVICES - 08/19-08/28/24	1,218.00
					Total :	**1,218.00**
177524	9/10/2024	110371 HINDERLITER DE LLAMAS, & ASSOCIATES	SIN041913	023-01563	CONTRACT SERVICES - SALES TAX	2,121.36
			SIN042606		AUDIT SERVICES - TRANSACTIONS TA	559.21
					Total :	**2,680.57**
177525	9/10/2024	108434 HOME DEPOT CREDIT SERVICES	1044272		PARK MAINT SUPPLIES	152.21
			1145413		CUSTODIAL SUPPLIES	125.55
			1330366		PARK MAINT SUPPLIES	131.15
			1903089		CUSTODIAL SUPPLIES	35.66

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177525	9/10/2024	108434 HOME DEPOT CREDIT SERVICES	(Continued)			
			2532236		PARK MAINT SUPPLIES	87.91
			2543496		JAZZ FESTIVAL SUPPLIES	201.46
			3220595		PD PROGRAM SUPPLIES	20.75
			3226923		CUSTODIAL SUPPLIES	49.59
			3482389		CUSTODIAL SUPPLIES	14.86
			3523567		PD PROGRAM SUPPLIES	141.23
			3901440		REC PROGRAM SUPPLIES	-65.54
			3902852		PD PROGRAM SUPPLIES	230.15
			4045549		PARK MAINT SUPPLIES	186.29
			4900580		JAIL PROGRAM SUPPLIES	-32.52
			6901806		PD PROGRAM SUPPLIES	81.11
			904045		PD PROGRAM SUPPLIES	-32.76
			9904188		PD PROGRAM SUPPLIES	-19.51
					Total :	**1,307.59**
177526	9/10/2024	106714 INTERSTATE BATTERIES OF, CALIFORNIA CO.	130111380	037-10373	GTRANS AUTO PARTS	1,007.97
					Total :	**1,007.97**
177527	9/10/2024	110853 JONES MAYER	124113		ATTORNEY SERVICES	3,128.28
			124114		ATTORNEY SERVICES	13,681.74
			124115		ATTORNEY SERVICES	1,282.68
			124116		ATTORNEY SERVICES	9,211.12
			124117		ATTORNEY SERVICES	57.93
			124118		ATTORNEY SERVICES	376.55
			124119		ATTORNEY SERVICES	6,698.70
			124120		ATTORNEY SERVICES	144.83
					Total :	**34,581.83**
177528	9/10/2024	110853 JONES MAYER	124103	020-00055	ATTORNEY SERVICES	12,385.16
			124104		ATTORNEY SERVICES	3,301.69
			124105		ATTORNEY SERVICES	5,903.93
			124106		ATTORNEY SERVICES	289.65
			124107		ATTORNEY SERVICES	47.51
			124108		ATTORNEY SERVICES	231.72
			124109		ATTORNEY SERVICES	57.93
			124110		ATTORNEY SERVICES	7,878.53

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177528	9/10/2024	110853 JONES MAYER	(Continued)			
			124111		ATTORNEY SERVICES	753.13
			124112		ATTORNEY SERVICES	2,462.03
					Total :	**33,311.28**
177529	9/10/2024	112991 JONES, UNEICE	09/15-09/19		CLEVER CONNECT CONFERENCE - PE	200.00
					Total :	**200.00**
177530	9/10/2024	211429 KEMP, TAMARA	AUG-SEP 2024		DANCE INSTRUCTOR	1,530.00
					Total :	**1,530.00**
177531	9/10/2024	112456 KIRKWOOD, DAVID	SUMMER 2024		EDUCATIONAL REIMBURSEMENT	150.00
					Total :	**150.00**
177532	9/10/2024	105900 KONECRANES, INC.	155060682		PREVENTATIVE MAINT & INSPECTION,	913.09
					Total :	**913.09**
177533	9/10/2024	111563 KUSTOM SIGNALS INC.	613959	024-01089	TRAFFIC RADAR LED DISPLAY	7,521.77
					Total :	**7,521.77**
177534	9/10/2024	312039 L.A. COUNTY FIRE DEPARTMENT	C0012364	023-01533	FIRE PROTECTION SERVICES - OCTOE	978,310.50
					Total :	**978,310.50**
177535	9/10/2024	312113 L.A. COUNTY SHERIFF'S DEPT	250053BL		INMATE MEAL DELIVERY PROGRAM - J	938.97
					Total :	**938.97**
177536	9/10/2024	112983 LAW OFFICE OF KEVIN D. DONAHUE	DR #22-2160		RETURN MONEY BOOKED AS EVIDEN(	2,912.15
					Total :	**2,912.15**
177537	9/10/2024	112614 LAX AUTO REPAIR	19862		2021 FORD INTRCPTR #1615788 OIL CH	70.00
			19871		2023 FORD INTRCPTR #1661715 OIL CH	70.00
					Total :	**140.00**
177538	9/10/2024	112260 LIEBERT CASSIDY WHITMORE	275229		LEGAL SERVICES	3,546.00
			275230		LEGAL SERVICES	2,304.00
			275231		LEGAL SERVICES	15,930.15
			275232		LEGAL SERVICES	900.00
			275233		LEGAL SERVICES	70.96

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177538	9/10/2024	112260 LIEBERT CASSIDY WHITMORE	(Continued)			
			275234		LEGAL SERVICES	720.00
			275235		LEGAL SERVICES	6,969.50
			275236		LEGAL SERVICES	1,528.50
			275237		LEGAL SERVICES	720.00
					Total :	**32,689.11**
177539	9/10/2024	112260 LIEBERT CASSIDY WHITMORE	274830		LEGAL SERVICES	2,710.00
					Total :	**2,710.00**
177540	9/10/2024	105279 LOS ANGELES TRUCK CENTERS LLC	XA220594329		STREET SWEEPER SUPPLIES	235.41
					Total :	**235.41**
177541	9/10/2024	112326 LWP CLAIMS SOLUTIONS INC.	22865	023-01548	WORKERS' COMP CLAIMS ADMINISTR/	21,286.66
					Total :	**21,286.66**
177542	9/10/2024	113036 MANERI SIGN CO., INC.	40016418		SIGN - 5.25"X7" "G-TRANS RETIREMEN	19.57
					Total :	**19.57**
177543	9/10/2024	813030 MANNING & KASS	814094		LEGAL SERVICES	1,954.95
			814095		LEGAL SERVICES	1,302.50
					Total :	**3,257.45**
177544	9/10/2024	110306 MARIPOSA LANDSCAPES, INC	3536R	024-00987	TREE TRIMMING MAINTENANCE SERV	2,472.00
					Total :	**2,472.00**
177545	9/10/2024	112713 MARRS SERVICES, INC.	23466-1	037-10315	GTRANS BUS WASH STATION COST ES	1,040.00
					Total :	**1,040.00**
177546	9/10/2024	113064 MCMASTER-CARR SUPPLY COMPANY	31129426		GTRANS SHOP SUPPLIES	210.52
					Total :	**210.52**
177547	9/10/2024	111604 MICRO ELECTRONICS, INC	13240252	023-01553	COMPUTER REPLACEMENT PARTS	12,648.82
					Total :	**12,648.82**
177548	9/10/2024	113355 MR. HOSE INC.	244911		STREET SWEEPER PROGRAM SUPPLI	346.19
					Total :	**346.19**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177549	9/10/2024	106803 MSDSONLINE, INC.	314996		ANNUAL CHEMICAL MGMT SUBSCRIPT	2,927.00
					Total :	**2,927.00**
177550	9/10/2024	113605 MUTUAL LIQUID GAS & EQUIPMENT, CO., INC	61755		SEWER MAINT SUPPLIES	71.44
			752227		PROPANE GAS	436.04
					Total :	**507.48**
177551	9/10/2024	105140 NMK CORPORATION	COG-021	023-01554	SERVER SSD HARD DRIVES	7,937.91
					Total :	**7,937.91**
177552	9/10/2024	112980 NOBLE CONSULTING & EXPERT, WITNESS SE	081324		PROFESSIONAL SERVICES	1,125.00
					Total :	**1,125.00**
177553	9/10/2024	115168 OFFICE DEPOT	379852981		REC OFFICE SUPPLIES	68.69
			380652500		CM OFFICE SUPPLIES	84.89
			381040747		PD OFFICE SUPPLIES	280.42
			381473595		REC OFFICE SUPPLIES	134.77
			382043342		PD OFFICE SUPPLIES	101.53
			383870532		FINANCE OFFICE SUPPLIES	106.87
					Total :	**777.17**
177554	9/10/2024	111358 O'REILLY AUTO PARTS	463044		PW AUTO PARTS	61.67
			465454		SEWER PROGRAM SUPPLIES	38.12
			465513		SEWER PROGRAM SUPPLIES	158.35
			468141		SEWER PROGRAM SUPPLIES	52.49
					Total :	**310.63**
177555	9/10/2024	115810 ORKIN PEST CONTROL	264998492		PEST CONTROL - ACCT #27336703	313.99
			264998493		PEST CONTROL - ACCT #27336703	313.99
					Total :	**627.98**
177556	9/10/2024	109332 PACIFIC ENGINEERS GROUP	Y24-117.01	037-10339	ELECTRICAL ENGINEERING SERVICES	4,575.00
					Total :	**4,575.00**
177557	9/10/2024	110403 PENN RECORDS MANAGEMENT	0144017		OFF-SITE STORAGE SERVICES - AUGU	65.50
					Total :	**65.50**
177558	9/10/2024	112189 PERFECT SCORE ATHLETIC, TRAINING CENT	08/05-08/28/24		GYMNASTICS INSTRUCTOR SERVICES	8,245.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177558	9/10/2024	112189 112189 PERFECT SCORE ATHLETIC, TRAINING ((Continued)			**Total :**	**8,245.00**
177559	9/10/2024	112452 POLCO	19728		COMMUNITY ENGAGEMENT SUBSCRIF	372.00
					Total :	**372.00**
177560	9/10/2024	112986 PROSAFE CONSULTING &, TRAINING, INC	4549000018141279		ONSITE FORKLIFT CERTIFICATION	60.00
					Total :	**60.00**
177561	9/10/2024	106092 PRUDENTIAL OVERALL SUPPLY	42958284	037-10365	UNIFORM & SUPPLY RENTAL	624.47
			42960234	034-00667	CUSTODIAL SUPPLIES	296.23
			42960236	024-01082	UNIFORM & SUPPLY RENTAL	163.26
				034-00667		
			42960237	034-00667	UNIFORM & SUPPLY RENTAL	32.10
			42960239	034-00667	SUPPLY RENTAL - MATS - GTRANS	50.10
			42962050	024-01082	UNIFORM & SUPPLY RENTAL	155.26
				034-00667		
			42962051	034-00667	UNIFORM & SUPPLY RENTAL	32.10
			42962052	034-00667	SUPPLY RENTAL - MATS - GTRANS	50.10
			42962053	034-00667	SUPPLY RENTAL - MATS - NCC	13.65
			42962054	034-00667	SUPPLY RENTAL - MATS - CH	19.00
			42962055	034-00667	SUPPLY RENTAL - MATS - PD	91.60
			42962056	034-00667	SUPPLY RENTAL - MATS - HS	11.60
					Total :	**1,539.47**
177562	9/10/2024	107419 PULSAR	30022	037-10229	DESIGN & BRANDING OF NEW ON-DEI	3,941.25
					Total :	**3,941.25**
177563	9/10/2024	104868 PYRO-COMM SYSTEMS, INC.	10021816	037-10250	ANNUAL FIRE ALARM TESTING - BLDG	365.00
			10021817	037-10250	ANNUAL FIRE ALARM TESTING - BLDG	360.00
					Total :	**725.00**
177564	9/10/2024	102283 QUICK COLOR PRINTING	16272		JAZZ FESTIVAL BANNERS	3,869.78
					Total :	**3,869.78**
177565	9/10/2024	118142 REFRIGERATION SUPPLIES, DISTRIBUTOR	48513584		BUS FACILITY MAINT SUPPLIES	182.88
					Total :	**182.88**
177566	9/10/2024	109323 RIVERAS LAWNMOWER SHOP, INC.	1702		PARK MAINT SUPPLIES	105.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177566	9/10/2024	109323 109323 RIVERAS LAWNMOWER SHOP, INC.	(Continued)		**Total :**	**105.00**
177567	9/10/2024	111867 RJM DESIGN GROUP	36608	024-00795	DESIGN & ENGINEERING - AQUATIC &	5,363.20
					Total :	**5,363.20**
177568	9/10/2024	112885 ROSE EQUIPMENT REPAIR INC.	IN31802		VEHICLE MAINT SUPPLIES	366.93
					Total :	**366.93**
177569	9/10/2024	119022 SAFE MART OF SOUTHERN, CALIFORNIA, INC	835		CDD PROGRAM SUPPLIES	23.77
					Total :	**23.77**
177570	9/10/2024	112327 SAMI'S REFEREES LLC	08/01-08/15/24		SPORT REFEREE SERVICES	685.00
					Total :	**685.00**
177571	9/10/2024	119016 SAM'S CLUB	1757		PD PROGRAM SUPPLIES	186.34
			5498		PD PROGRAM SUPPLIES	25.71
			9090		PARK MAINT SUPPLIES	51.39
					Total :	**263.44**
177572	9/10/2024	220288 SECOND TIME AROUND SENIORS, CLUB	LOVE 24/25		COMMUNITY PROMOTION	500.00
					Total :	**500.00**
177573	9/10/2024	108654 SECTRAN SECURITY INC.	24072559		AMRORED TRANSPORTATION SERVICI	1,608.61
					Total :	**1,608.61**
177574	9/10/2024	119233 SHERWIN-WILLIAMS CO.	1686-7		STREET MAINT SUPPLIES	248.01
					Total :	**248.01**
177575	9/10/2024	112976 SHI, WENJUE	PERMIT #50022-0160		PERMIT DEPOSIT REFUND - 1221 W 16	5,000.00
					Total :	**5,000.00**
177576	9/10/2024	109918 SHIGE'S FOREIGN CAR SERVICE, INC.	8098797		2005 CHEVY TAHOE #1096948 SERVICI	2,844.60
					Total :	**2,844.60**
177577	9/10/2024	103940 SOCAL INDUSTRIES	707243	034-00661	JAZZ FESTIVAL - FENCE RENTALS	31,807.11
					Total :	**31,807.11**
177578	9/10/2024	119447 SOUTH BAY FORD	501838		PW AUTO PARTS	915.25

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177578	9/10/2024	119447 119447 SOUTH BAY FORD	(Continued)		**Total :**	**915.25**
177579	9/10/2024	119447 SOUTH BAY FORD	523547		2015 FORD EXPLR #1462840 SERVICE	230.00
					Total :	**230.00**
177580	9/10/2024	112633 SOUTH BAY KUSTOMZ, LLC	13283		2023 FORD EXPLR #P06 SERVICE & RE	802.01
					Total :	**802.01**
177581	9/10/2024	619003 SOUTHERN CALIFORNIA EDISON	082024		LIGHT & POWER	20,643.44
					Total :	**20,643.44**
177582	9/10/2024	104453 SPICERS PAPER, INC.	50191953		PRINT SHOP PAPER	1,755.02
			50194625		PRINT SHOP PAPER	2,218.61
					Total :	**3,973.63**
177583	9/10/2024	109892 STANTEC CONSULTING SERVICES	2273108	037-10002	GTRANS DISPATCH AREA MODIFICATI(	3,841.31
					Total :	**3,841.31**
177584	9/10/2024	112505 T Y LIN INTERNATIONAL	102408449	037-10236	GRID PROJECT MANAGEMENT	195.22
					Total :	**195.22**
177585	9/10/2024	112079 TAKE 6, INC.	082824		TAX WITHHOLDING REFUND - JAZZ FE	1,400.00
					Total :	**1,400.00**
177586	9/10/2024	112984 TCTH SCREENWORKS, INC	27821		GTRANS MAINT UNIFORM SUPPLIES	123.60
					Total :	**123.60**
177587	9/10/2024	120215 THOMPSON TROPHY MFG., INC.	69649		YOUTH SPORTS TROPHIES	339.45
			69650		CM PROGRAM SUPPLIES	109.50
					Total :	**448.95**
177588	9/10/2024	111990 TOWNSEND PUBLIC AFFAIRS, INC	22187	020-00051	CONSULTING SERVICES - SEPTEMBEF	7,000.00
					Total :	**7,000.00**
177589	9/10/2024	105959 TRANSITTALENT.COM, LLC	1502408		RECRUITMENT AD - GTRANS	135.00
					Total :	**135.00**
177590	9/10/2024	111481 TRIO COMMUNITY MEALS, LLC	INV2230050745	034-00659	SENIOR FEEDING PROGRAM	7,291.46

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177590	9/10/2024	111481 TRIO COMMUNITY MEALS, LLC	(Continued)			
			INV2230051028	034-00659	SENIOR FEEDING PROGRAM	7,990.30
					Total :	**15,281.76**
177591	9/10/2024	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	BEEMAN 08/22/24		CAL CARD STATEMENT 07/23-08/22/24	1,709.73
			CDD 08/22/24		CAL CARD STATEMENT 07/23-08/22/24	69.74
			FINANCE 08/22/24		CAL CARD STATEMENT 07/23-08/22/24	11,635.26
			OROZCO 7/22/24		CAL CARD STATEMENT 06/25-07/22/24	8,593.74
			PD TRAINING2 7/22/24		CAL CARD STATEMENT 06/25-07/22/24	2,456.61
			SANTIN 7/22/24		CAL CARD STATEMENT 06/25-07/22/24	10,472.47
					Total :	**34,937.55**
177592	9/10/2024	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	TSUJIUCHI 08/22/24		CAL CARD STATEMENT 07/23-08/22/24	586.41
					Total :	**586.41**
177593	9/10/2024	109220 U.S. BANK EQUIPMENT FINANCE	500-0480190-000		RICOH MPC4503 COPIER LEASE - CD	326.80
					Total :	**326.80**
177594	9/10/2024	104692 ULINE	181636892		PW PROGRAM SUPPLIES	1,499.83
			182143623		REC PROGRAM SUPPLIES	1,443.12
					Total :	**2,942.95**
177595	9/10/2024	121010 UNITED RENTALS	237038306		RENTAL - FORKLIFT	1,906.75
			237542223		EQUIPMENT RENTAL	69.46
					Total :	**1,976.21**
177596	9/10/2024	112992 VALENCIA, LUIS	08/11-08/15		PLAYGROUND SAFETY INSPECTOR TR	284.69
					Total :	**284.69**
177597	9/10/2024	106487 VEHICLE TECHNICAL CONSULTANTS, INC.	1826051	037-10317	AUDIT SERVICES - PRE-AWARD BUY AI	8,330.00
					Total :	**8,330.00**
177598	9/10/2024	122435 VISTA PAINT CORPORATION	2024-580066-00		GTRANS FACILITY PAINT	281.14
			2024-584954-00		STREET MAINT SUPPLIES	342.06
			2024-588864-00		STREET MAINT SUPPLIES	99.23
			2024-589151-00		STREET MAINT SUPPLIES	40.63
					Total :	**763.06**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
177599	9/10/2024	100212 WATKINS, RAMISI	09/14-09/19		CLEVER CONNECT CONFERENCE - PE	250.00
					Total :	**250.00**
177600	9/10/2024	104107 WAXIE SANITARY SUPPLY	82665237		BUS WASH SUPPLIES	75.06
			82666543		BUS WASH SUPPLIES	225.17
					Total :	**300.23**
177601	9/10/2024	112959 WD PRODUCTIONS INC.	082824		TAX WITHHOLDING REFUND - JAZZ FE	2,100.00
					Total :	**2,100.00**
177602	9/10/2024	112737 WELLS FARGO VENDOR FINANCIAL, SERVICE	450-0115680-000	023-01557	CITYWIDE COPIER LEASE - SEPTEMBE	3,307.20
					Total :	**3,307.20**
177603	9/10/2024	112982 YOON, JOSHUA	PERMIT #50021-0965		PERMIT DEPOSIT REFUND - 16914 S. E	7,500.00
					Total :	**7,500.00**

143 Vouchers for bank code : usb **Bank total :** **1,711,001.14**

143 Vouchers in this report **Total vouchers :** **1,711,001.14**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount

CLAIMS VOUCHER APPROVAL

I hereby certify that the demands or claims covered by the checks listed on pages 1 to 15 inclusive of the check register are accurate and funds are available for payment thereof.

By: _____

Director of Administrative Services

This is to certify that the claims or demands covered by checks listed on pages 1 to 15 inclusive of the check register have been audited by the City Council of the City of Gardena and that all of the said checks are approved for payment except check numbers:

_____

_____ 09/10/2024

Mayor Date

_____ _____

Councilmember Date

_____ _____

Councilmember Date

Acknowledged:

_____ _____

Councilmember Date

_____ _____

Councilmember Date

CITY OF GARDENA

INVESTMENT REPORT

July 2024

Prepared by Danny Rodriguez, Revenue and Purchasing Manager
Reviewed by Ray Beeman, Director of Administrative Services

CHANDLER ASSET MANAGEMENT

MONTHLY ACCOUNT STATEMENT

City of Gardena Cons | Account #10647 | As of July 31, 2024

CHANDLER ASSET MANAGEMENT | chandlerasset.com

Chandler Team:

For questions about your account, please call (800) 317-4747,
or contact clientservice@chandlerasset.com

Custodian:

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

PORTFOLIO SUMMARY

City of Gardena Cons | Account #10647 | As of July 31, 2024

Portfolio Characteristics

Average Modified Duration	0.63
Average Coupon	4.51%
Average Purchase YTM	4.73%
Average Market YTM	5.04%
Average Quality	AA+
Average Final Maturity	0.74
Average Life	0.65

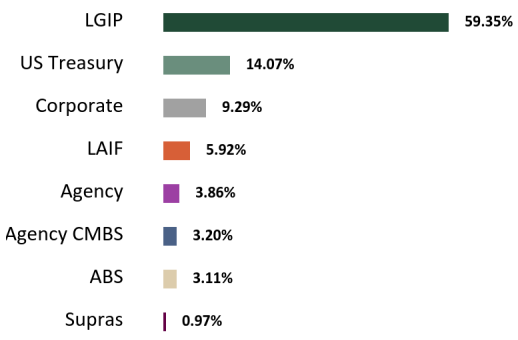
Account Summary

	Beg. Values as of 07/01/2024	End Values as of 07/31/2024
Market Value	93,600,054.46	94,138,996.62
Accrued Interest	190,006.04	198,685.63
Total Market Value	**93,790,060.49**	**94,337,682.26**
Income Earned	210,181.32	322,997.09
Cont/WD	5,940,077.76	(59,764.51)
Par	88,207,565.84	88,380,896.41
Book Value	94,278,924.36	94,485,137.49
Cost Value	94,212,271.94	94,408,069.24

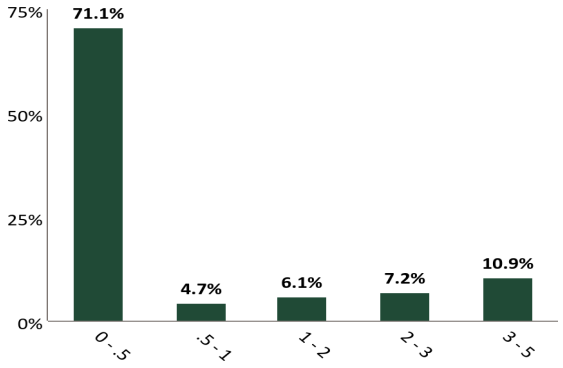
Top Issuers

California Asset Mgmt Program	52.03%
United States	14.07%
CalTrust	7.32%
LAIF	5.92%
FHLMC	3.20%
Farm Credit System	2.75%
John Deere Owner Trust	0.78%
Federal Home Loan Banks	0.75%

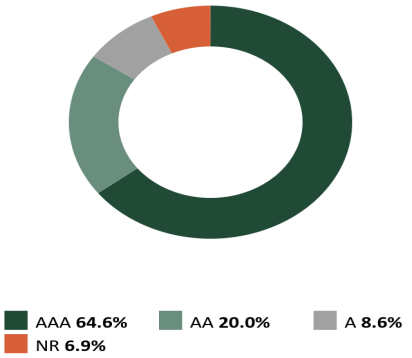
Sector Allocation



Maturity Distribution



Credit Quality



*See Footnote

The credit quality is a weighted average calculation of the highest of S&P, Moody's' and Fitch

RECONCILIATION SUMMARY

City of Gardena Cons | Account #10647 | As of July 31, 2024

Maturities / Calls

Month to Date	**(935,000.00)**
Fiscal Year to Date	**(8,950,000.00)**

Principal Paydowns

Month to Date	**(64,989.20)**
Fiscal Year to Date	**(460,950.58)**

Purchases

Month to Date	**1,941,637.34**
Fiscal Year to Date	**25,536,406.66**

Sales

Month to Date	**(704,320.51)**
Fiscal Year to Date	**(8,996,766.29)**

Interest Received

Month to Date	**299,373.83**
Fiscal Year to Date	**1,254,448.11**

Purchased / Sold Interest

Month to Date	**(2,281.69)**
Fiscal Year to Date	**(30,110.04)**

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (01/01/2024)
Beginning Book Value	94,278,924.36	87,301,622.17
Maturities/Calls	(935,000.00)	(8,950,000.00)
Principal Paydowns	(64,989.20)	(460,950.58)
Purchases	1,941,637.34	25,536,406.66
Sales	(704,320.51)	(8,996,766.29)
Change in Cash, Payables, Receivables	(48,339.87)	(21,407.52)
Amortization/Accretion	17,225.35	76,388.19
Realized Gain (Loss)	0.02	(155.14)
Ending Book Value	94,485,137.49	94,485,137.49

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (01/01/2024)
Beginning Market Value	93,600,054.46	86,698,685.72
Maturities/Calls	(935,000.00)	(8,950,000.00)
Principal Paydowns	(64,989.20)	(460,950.58)
Purchases	1,941,637.34	25,536,406.66
Sales	(704,320.51)	(8,996,766.29)
Change in Cash, Payables, Receivables	(48,339.87)	(21,407.52)
Amortization/Accretion	17,225.35	76,388.19
Change in Net Unrealized Gain (Loss)	332,729.03	256,795.58
Realized Gain (Loss)	0.02	(155.14)
Ending Market Value	94,138,996.62	94,138,996.62

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
ABS									
47788UAC6	JDOT 2021 A3 0.36 09/15/2025	3,975.64	03/02/2021 1.11%	3,974.87 3,975.55	99.60 4.38%	3,959.57 0.64	0.00% (15.98)	Aaa/NA AAA	1.13 0.10
05593AAC3	BMWLT 2023-1 A3 5.16 11/25/2025	31,439.64	02/07/2023 5.43%	31,438.90 31,439.30	99.90 5.46%	31,406.94 27.04	0.03% (32.36)	Aaa/AAA NA	1.32 0.38
43815GAC3	HAROT 2021-4 A3 0.88 01/21/2026	30,367.98	11/16/2021 0.89%	30,361.57 30,365.99	98.20 4.47%	29,820.55 7.42	0.03% (545.44)	Aaa/NA AAA	1.48 0.50
47789QAC4	JDOT 2021-B A3 0.52 03/16/2026	18,851.90	07/13/2021 0.52%	18,850.22 18,851.57	98.35 4.58%	18,541.57 4.36	0.02% (310.00)	Aaa/NA AAA	1.62 0.40
89238JAC9	TAOT 2021-D A3 0.71 04/15/2026	24,365.59	11/09/2021 0.95%	24,365.07 24,365.47	98.24 4.11%	23,936.07 7.69	0.03% (429.40)	NA/AAA AAA	1.71 0.52
43815BAC4	HAROT 2022-1 A3 1.88 05/15/2026	93,496.15	02/15/2022 1.89%	93,482.09 93,490.79	98.17 4.70%	91,784.77 78.12	0.10% (1,706.02)	Aaa/AAA NA	1.79 0.65
43815PAC3	HAROT 2022-2 A3 3.73 07/20/2026	86,955.71	08/15/2022 3.87%	86,950.53 86,953.54	99.03 5.00%	86,115.93 117.12	0.09% (837.62)	NA/AAA AAA	1.97 0.78
05602RAD3	BMWOT 2022-A A3 3.21 08/25/2026	171,313.16	01/05/2023 4.81%	166,822.89 168,804.61	98.88 4.69%	169,402.63 91.65	0.18% 598.02	Aaa/AAA NA	2.07 0.77
47787JAC2	JDOT 2022 A3 0.36 09/15/2026	66,856.41	03/10/2022 2.34%	66,841.62 66,849.98	98.36 5.05%	65,759.11 68.94	0.07% (1,090.87)	Aaa/NA AAA	2.13 0.60
89238FAD5	TAOT 2022-B A3 2.93 09/15/2026	74,713.12	04/07/2022 3.09%	74,711.37 74,712.51	98.66 4.67%	73,713.56 97.29	0.08% (998.95)	Aaa/AAA NA	2.13 0.78
379929AD4	GMALT 2023-3 A3 5.38 11/20/2026	75,000.00	08/08/2023 5.38%	74,991.01 74,993.66	100.28 5.22%	75,211.44 123.29	0.08% 217.78	NA/AAA AAA	2.31 1.14
47800AAC4	JDOT 2022-B A3 3.74 02/16/2027	113,302.79	07/12/2022 3.77%	113,291.98 113,297.81	98.87 5.14%	112,016.85 188.33	0.12% (1,280.96)	Aaa/NA AAA	2.55 0.84
448979AD6	HART 2023-A A3 4.58 04/15/2027	155,000.00	04/04/2023 5.14%	154,984.87 154,989.80	99.47 5.03%	154,180.14 315.51	0.16% (809.66)	NA/AAA AAA	2.71 1.36
36265WAD5	GMCAR 2022-3 A3 3.64 04/16/2027	81,447.32	07/06/2022 3.93%	81,446.76 81,447.06	98.91 4.79%	80,559.33 123.53	0.09% (887.73)	Aaa/NA AAA	2.71 0.97
43815JAC7	HAROT 2023-1 A3 5.04 04/21/2027	70,000.00	02/16/2023 5.09%	69,986.99 69,991.52	99.93 5.16%	69,949.69 98.00	0.07% (41.83)	Aaa/NA AAA	2.72 1.34
02582JJT8	AMXCA 2022-2 A 05/17/2027	185,000.00	05/17/2022 3.42%	184,959.08 184,984.92	98.62 5.21%	182,450.59 278.73	0.19% (2,534.33)	NA/AAA AAA	0.79 0.76
47800BAC2	JDOT 2022-C A3 5.09 06/15/2027	220,000.00	10/12/2022 3.29%	219,982.93 219,990.52	99.87 5.29%	219,709.03 497.69	0.23% (281.50)	Aaa/NA AAA	2.87 0.98

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
58770AAC7	MBART 2023-1 A3 4.51 11/15/2027	105,000.00	01/18/2023 4.56%	104,987.40 104,991.62	99.40 4.97%	104,366.56 210.47	0.11% (625.06)	NA/AAA AAA	3.29 1.44
362583AD8	GMCAR 2023-2 A3 4.47 02/16/2028	115,000.00	04/04/2023 4.51%	114,996.84 114,997.69	99.37 4.87%	114,274.33 214.19	0.12% (723.36)	Aaa/AAA NA	3.55 1.85
02582JJZ4	AMXCA 2023-1 A 4.87 05/15/2028	125,000.00	06/07/2023 4.87%	124,988.91 124,991.46	100.28 4.84%	125,345.49 270.56	0.13% 354.02	NA/AAA AAA	3.79 1.67
47787CAC7	JDOT 2023-C A3 5.48 05/15/2028	310,000.00	09/12/2023 5.40%	309,978.70 309,982.67	100.89 5.14%	312,746.82 755.02	0.33% 2,764.15	Aaa/NA AAA	3.79 1.93
161571HT4	CHAIT 2023-1 A 5.16 09/15/2028	340,000.00	09/07/2023 5.17%	339,905.75 339,922.31	101.16 4.72%	343,960.80 779.73	0.37% 4,038.49	NR/AAA AAA	4.13 1.96
02582JKD1	AMXCA 2023-3 A 5.23 09/15/2028	340,000.00	09/12/2023 5.29%	339,984.80 339,987.44	101.25 4.75%	344,261.59 790.31	0.37% 4,274.15	NA/AAA AAA	4.13 1.96
44934QAD3	HART 2024-B A3 4.84 03/15/2029	90,000.00	07/16/2024 5.45%	89,986.42 89,986.48	100.37 4.82%	90,333.50 84.70	0.10% 347.01	NA/AAA AAA	4.62 2.18
Total ABS		**2,927,085.42**	**4.43%**	**2,922,271.56** **2,924,364.29**	**99.90** **4.93%**	**2,923,806.84** **5,230.34**	**3.11%** **(557.45)**	**Aaa/AAA** **AAA**	**3.03** **1.38**
AGENCY									
3133ENKS8	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.125 01/06/2025	750,000.00	-- 1.59%	740,054.10 748,509.94	98.30 5.15%	737,271.83 585.94	0.78% (11,238.11)	Aaa/AA+ AA+	0.44 0.42
3133ENPG9	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.75 02/14/2025	415,000.00	02/10/2022 1.84%	413,891.95 414,800.65	98.35 4.91%	408,135.13 3,368.99	0.43% (6,665.52)	Aaa/AA+ AA+	0.54 0.52
3135G06G3	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025	350,000.00	11/18/2020 0.52%	349,639.50 349,907.99	95.00 4.61%	332,495.41 408.33	0.35% (17,412.58)	Aaa/AA+ AA+	1.27 1.23
3133ERFJ5	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 05/20/2027	330,000.00	05/23/2024 4.79%	327,333.60 327,502.24	100.96 4.13%	333,171.41 2,928.75	0.35% 5,669.18	Aaa/AA+ AA+	2.80 2.59
3130ATS57	FEDERAL HOME LOAN BANKS 4.5 03/10/2028	700,000.00	03/21/2023 3.99%	715,799.00 711,464.07	101.47 4.06%	710,309.69 12,337.50	0.75% (1,154.38)	Aaa/AA+ AA+	3.61 3.25
3133ERGL9	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 06/07/2028	450,000.00	06/25/2024 4.44%	450,984.50 450,959.92	101.61 4.04%	457,228.56 3,037.50	0.49% 6,268.64	Aaa/AA+ AA+	3.85 3.49
3133EPN50	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.25 12/15/2028	650,000.00	12/28/2023 3.89%	660,575.50 659,315.54	100.99 4.00%	656,464.73 3,529.86	0.70% (2,850.81)	Aaa/AA+ AA+	4.38 3.94
Total Agency		**3,645,000.00**	**3.06%**	**3,658,278.15** **3,662,460.34**	**99.77** **4.42%**	**3,635,076.76** **26,196.88**	**3.86%** **(27,383.58)**	**Aaa/AA+** **AA+**	**2.50** **2.28**

HOLDINGS REPORT

City of Gardena Cons | Account #10647 | As of July 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
AGENCY CMBS									
3137BNGT5	FHMS K-054 A2 2.745 01/25/2026	500,000.00	02/15/2023 4.65%	474,785.16 487,501.16	97.09 4.93%	485,444.00 1,143.75	0.52% (2,057.16)	Aaa/AA+ AAA	1.49 1.30
3137BVZ82	FHMS K-063 A2 3.43 01/25/2027	320,000.00	02/06/2024 4.48%	310,725.00 312,251.82	97.41 4.64%	311,704.42 914.67	0.33% (547.41)	Aaa/AA+ AAA	2.49 2.20
3137FEBQ2	FHMS K-072 A2 3.444 12/25/2027	500,000.00	08/22/2023 4.98%	470,429.69 476,916.57	96.83 4.54%	484,163.00 1,435.00	0.51% 7,246.43	Aaa/AA+ AAA	3.40 3.08
3137FETN0	FHMS K-073 A2 3.35 01/25/2028	465,000.00	05/24/2023 4.27%	446,908.59 451,536.63	96.52 4.54%	448,808.84 1,298.13	0.48% (2,727.79)	Aaa/AA+ AAA	3.49 3.12
3137FHPJ6	FHMS K-080 A2 3.926 07/25/2028	325,000.00	01/23/2024 4.45%	317,814.45 318,649.36	98.16 4.51%	319,019.03 1,063.29	0.34% 369.67	Aaa/AA+ AA+	3.99 3.60
3137FJEH8	FHMS K-081 A2 3.9 08/25/2028	155,000.00	09/15/2023 4.86%	148,436.72 149,603.85	98.10 4.50%	152,051.79 503.75	0.16% 2,447.94	Aaa/AA+ AAA	4.07 3.66
3137FJXV6	FHMS K-083 A2 4.05 09/25/2028	297,000.00	12/07/2023 4.60%	289,783.83 290,758.54	98.60 4.50%	292,849.10 1,002.38	0.31% 2,090.56	Aaa/AA+ AAA	4.15 3.73
3137H4BY5	FHMS K-746 A2 2.031 09/25/2028	315,000.00	10/03/2023 5.30%	270,973.83 278,344.28	91.13 4.51%	287,067.31 533.14	0.30% 8,723.03	Aaa/AA+ AAA	4.15 3.85
3137FJZ93	FHMS K-084 A2 3.78 10/25/2028	240,000.00	10/20/2023 5.34%	223,818.75 226,340.62	97.52 4.52%	234,046.94 756.00	0.25% 7,706.32	Aaa/AA+ AA+	4.24 3.78
Total Agency CMBS		**3,117,000.00**	**4.73%**	**2,953,676.02 2,991,902.83**	**96.77 4.60%**	**3,015,154.43 8,650.10**	**3.20% 23,251.60**	**Aaa/AA+ AAA**	**3.32 2.98**
CASH									
CCYUSD	Receivable	1,653.72	-- 0.00%	1,653.72 1,653.72	1.00 0.00%	1,653.72 0.00	0.00% 0.00	Aaa/AAA AAA	0.00 0.00
CCYUSD	Receivable	21,241.20	-- 0.00%	21,241.20 21,241.20	1.00 0.00%	21,241.20 0.00	0.02% 0.00	Aaa/AAA AAA	0.00 0.00
Total Cash		**22,894.92**	**0.00%**	**22,894.92 22,894.92**	**1.00 0.00%**	**22,894.92 0.00**	**0.02% 0.00**	**Aaa/AAA AAA**	**0.00 0.00**
CORPORATE									
69371RR40	PACCAR FINANCIAL CORP 0.5 08/09/2024	80,000.00	08/03/2021 0.52%	79,956.80 79,999.68	99.89 5.56%	79,909.90 191.11	0.08% (89.78)	A1/A+ NA	0.02 0.02
78015K7C2	ROYAL BANK OF CANADA 2.25 11/01/2024	500,000.00	-- 0.88%	524,067.75 501,698.02	99.18 5.54%	495,900.67 2,812.50	0.53% (5,797.35)	A1/A AA-	0.25 0.25

HOLDINGS REPORT

CHANDLER ASSET MANAGEMENT

City of Gardena Cons | Account #10647 | As of July 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
69371RR57	PACCAR FINANCIAL CORP 0.9 11/08/2024	175,000.00	11/02/2021 0.90%	174,989.50 174,999.47	98.79 5.44%	172,887.20 363.13	0.18% (2,112.27)	A1/A+ NA	0.27 0.27
06368LGU4	BANK OF MONTREAL 5.2 12/12/2024	400,000.00	03/25/2024 5.42%	399,352.00 399,668.52	99.91 5.41%	399,644.13 2,831.11	0.42% (24.40)	A2/A- AA-	0.37 0.36
24422EWB1	JOHN DEERE CAPITAL CORP 2.125 03/07/2025	130,000.00	03/02/2022 2.14%	129,944.10 129,988.88	98.16 5.28%	127,606.45 1,105.00	0.14% (2,382.43)	A1/A A+	0.60 0.58
63743HFE7	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.45 06/15/2025	95,000.00	04/27/2022 3.46%	94,974.35 94,992.83	98.56 5.15%	93,633.50 418.79	0.10% (1,359.33)	A2/A- A	0.87 0.84
46625HMN7	JPMORGAN CHASE & CO 3.9 07/15/2025	400,000.00	05/29/2024 5.58%	392,748.00 393,859.62	98.84 5.16%	395,367.32 693.33	0.42% 1,507.70	A1/A- AA-	0.96 0.92
6174468C6	MORGAN STANLEY 4.0 07/23/2025	394,000.00	04/10/2024 5.56%	386,478.56 388,266.31	98.88 5.19%	389,588.37 350.22	0.41% 1,322.06	A1/A- A+	0.98 0.94
931142EW9	WALMART INC 3.9 09/09/2025	80,000.00	09/06/2022 3.92%	79,944.00 79,979.36	99.14 4.70%	79,313.69 1,230.67	0.08% (665.67)	Aa2/AA AA	1.11 1.05
437076CR1	HOME DEPOT INC 4.0 09/15/2025	110,000.00	09/12/2022 4.01%	109,960.40 109,985.13	99.13 4.80%	109,042.32 1,662.22	0.12% (942.81)	A2/A A	1.13 1.07
20030NCS8	COMCAST CORP 3.95 10/15/2025	400,000.00	03/11/2024 4.95%	393,932.00 395,404.61	98.93 4.87%	395,702.46 4,652.22	0.42% 297.84	A3/A- A-	1.21 1.15
857477BR3	STATE STREET CORP 1.746 02/06/2026	90,000.00	02/02/2022 1.75%	90,000.00 90,000.00	98.16 5.66%	88,343.31 763.88	0.09% (1,656.69)	A1/A AA-	1.52 0.50
037833BY5	APPLE INC 3.25 02/23/2026	400,000.00	05/09/2023 4.05%	391,672.00 395,333.38	98.02 4.58%	392,092.24 5,705.56	0.42% (3,241.13)	Aaa/AA+ NA	1.57 1.48
61747YET8	MORGAN STANLEY 4.679 07/17/2026	175,000.00	07/18/2022 4.68%	175,000.00 175,000.00	99.39 6.19%	173,940.84 318.43	0.18% (1,059.16)	A1/A- A+	1.96 0.92
06428CAA2	BANK OF AMERICA NA 5.526 08/18/2026	300,000.00	09/19/2023 5.61%	299,277.00 299,491.45	101.54 4.73%	304,626.05 7,506.15	0.32% 5,134.60	Aa1/A+ AA	2.05 1.80
931142ER0	WALMART INC 1.05 09/17/2026	40,000.00	09/08/2021 1.09%	39,924.40 39,967.83	93.33 4.37%	37,330.28 156.33	0.04% (2,637.55)	Aa2/AA AA	2.13 2.06
63743HFK3	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 5.6 11/13/2026	390,000.00	11/14/2023 5.25%	393,666.00 392,771.94	101.91 4.70%	397,460.03 4,732.00	0.42% 4,688.09	A2/A- A	2.29 2.03
89115A2V3	TORONTO-DOMINION BANK 5.264 12/11/2026	160,000.00	12/04/2023 5.26%	160,000.00 160,000.00	101.17 4.73%	161,876.59 1,169.78	0.17% 1,876.59	A1/A AA-	2.36 2.19
78016HZT0	ROYAL BANK OF CANADA 4.875 01/19/2027	150,000.00	01/10/2024 4.88%	149,962.50 149,969.17	100.45 4.68%	150,680.99 243.75	0.16% 711.82	A1/A AA-	2.47 2.30

HOLDINGS REPORT

City of Gardena Cons | Account #10647 | As of July 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
17275RBQ4	CISCO SYSTEMS INC 4.8 02/26/2027	170,000.00	02/21/2024 4.85%	169,779.00 169,810.66	100.84 4.45%	171,421.50 3,513.33	0.18% 1,610.84	A1/AA- NA	2.57 2.28
857477CL5	STATE STREET CORP 4.993 03/18/2027	365,000.00	03/13/2024 4.99%	365,000.00 365,000.00	101.00 4.58%	368,657.38 6,732.92	0.39% 3,657.38	A1/A AA-	2.63 2.33
89115A2W1	TORONTO-DOMINION BANK 4.98 04/05/2027	400,000.00	04/08/2024 5.21%	397,448.00 397,712.57	100.75 4.68%	403,007.43 6,418.67	0.43% 5,294.86	A1/A AA-	2.68 2.45
665859AW4	NORTHERN TRUST CORP 4.0 05/10/2027	450,000.00	10/05/2022 4.70%	436,909.50 442,095.71	98.67 4.51%	444,027.10 4,050.00	0.47% 1,931.39	A2/A+ A+	2.77 2.57
14913UAL4	CATERPILLAR FINANCIAL SERVICES CORP 5.0 05/14/2027	405,000.00	05/21/2024 4.93%	405,743.58 405,695.65	101.39 4.46%	410,649.08 4,331.25	0.44% 4,953.43	A2/A A+	2.79 2.55
438516CJ3	HONEYWELL INTERNATIONAL INC 4.95 02/15/2028	400,000.00	02/13/2023 4.44%	408,972.00 406,307.89	102.09 4.31%	408,360.06 9,130.00	0.43% 2,052.18	A2/A A	3.54 3.08
57636QAW4	MASTERCARD INC 4.875 03/09/2028	290,000.00	04/19/2023 4.17%	298,833.40 296,477.83	101.97 4.28%	295,714.17 5,576.46	0.31% (763.66)	Aa3/A+ NA	3.61 3.15
74456QBU9	PUBLIC SERVICE ELECTRIC AND GAS CO 3.7 05/01/2028	300,000.00	09/06/2023 5.10%	282,801.00 286,125.26	97.03 4.57%	291,093.65 2,775.00	0.31% 4,968.39	A1/A WR	3.75 3.42
58933YBH7	MERCK & CO INC 4.05 05/17/2028	90,000.00	05/08/2023 4.07%	89,927.10 89,944.74	99.31 4.25%	89,382.36 749.25	0.09% (562.38)	A1/A+ NA	3.80 3.45
69371RS80	PACCAR FINANCIAL CORP 4.6 01/31/2029	410,000.00	01/24/2024 4.64%	409,331.70 409,398.64	100.46 4.49%	411,891.07 52.39	0.44% 2,492.43	A1/A+ NA	4.50 4.03
89236TMF9	TOYOTA MOTOR CREDIT CORP 5.05 05/16/2029	400,000.00	06/25/2024 4.88%	402,872.00 402,814.08	102.15 4.54%	408,614.52 4,208.33	0.43% 5,800.45	A1/A+ A+	4.79 4.18
437076DC3	HOME DEPOT INC 4.75 06/25/2029	295,000.00	-- 4.74%	295,110.25 295,121.53	101.23 4.47%	298,636.47 1,401.25	0.32% 3,514.94	A2/A A	4.90 4.25
713448FX1	PEPSICO INC 4.5 07/17/2029	295,000.00	07/15/2024 4.53%	294,542.75 294,546.51	100.86 4.31%	297,532.20 516.25	0.32% 2,985.69	A1/A+ NA	4.96 4.33
Total Corporate		**8,739,000.00**	**4.45%**	**8,723,119.64** **8,712,427.26**	**100.08** **4.79%**	**8,743,933.34** **86,361.28**	**9.29%** **31,506.08**	**A1/A** **A+**	**2.40** **2.13**
LAIF									
90LAIF$00	Local Agency Investment Fund State Pool	5,569,009.17	-- 4.53%	5,569,009.17 5,569,009.17	1.00 4.53%	5,569,009.17 0.00	5.92% 0.00	NA/NA NA	0.00 0.00
Total LAIF		**5,569,009.17**	**4.53%**	**5,569,009.17** **5,569,009.17**	**1.00** **4.53%**	**5,569,009.17** **0.00**	**5.92%** **0.00**	**NA/NA** **NA**	**0.00** **0.00**

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
LOCAL GOV INVESTMENT POOL									
09CATR$05	CalTrust MTF	701,817.06	-- 4.68%	7,044,724.11 7,044,724.11	9.82 4.68%	6,891,843.55 0.00	7.32% (152,880.56)	NA/AAAm NA	0.00 0.00
90CAMP$00	CAMP	13,982,804.86	-- 5.44%	13,982,804.86 13,982,804.86	1.00 5.44%	13,982,804.86 0.00	14.85% 0.00	NA/AAAm AAA	0.00 0.00
90CAMP$06	CAMP	35,000,000.00	12/31/2023 5.44%	35,000,000.00 35,000,000.00	1.00 5.44%	35,000,000.00 0.00	37.18% 0.00	NA/AAAm NA	0.00 0.00
Total Local Gov Investment Pool		**49,684,621.92**	**5.35%**	**56,027,528.97** **56,027,528.97**	**2.09** **5.35%**	**55,874,648.41** **0.00**	**59.35%** **(152,880.56)**	**NA/ AAAm** **AAA**	**0.00** **0.00**
MONEY MARKET FUND									
31846V203	FIRST AMER:GVT OBLG Y	196,284.98	-- 4.91%	196,284.98 196,284.98	1.00 4.91%	196,284.98 0.00	0.21% 0.00	Aaa/ AAAm AAA	0.00 0.00
Total Money Market Fund		**196,284.98**	**4.91%**	**196,284.98** **196,284.98**	**1.00** **4.91%**	**196,284.98** **0.00**	**0.21%** **0.00**	**Aaa/ AAAm** **AAA**	**0.00** **0.00**
SUPRANATIONAL									
4581X0DZ8	INTER-AMERICAN DEVELOPMENT BANK 0.5 09/23/2024	260,000.00	09/15/2021 0.52%	259,807.60 259,990.70	99.28 5.49%	258,138.47 462.22	0.27% (1,852.23)	Aaa/AAA NA	0.15 0.14
45950KCR9	INTERNATIONAL FINANCE CORP 1.375 10/16/2024	160,000.00	07/12/2021 0.54%	164,304.00 160,274.88	99.17 5.35%	158,667.07 641.67	0.17% (1,607.81)	Aaa/AAA NA	0.21 0.21
459058KT9	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.5 07/12/2028	250,000.00	11/28/2023 4.53%	239,372.50 240,916.83	97.95 4.07%	244,876.82 461.81	0.26% 3,959.99	Aaa/AAA NA	3.95 3.64
459058KW2	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.625 08/01/2028	250,000.00	-- 4.97%	246,407.00 246,998.22	102.06 4.06%	255,141.58 5,781.25	0.27% 8,143.36	Aaa/AAA NA	4.00 3.55
Total Supranational		**920,000.00**	**2.83%**	**909,891.10** **908,180.62**	**99.68** **4.69%**	**916,823.93** **7,346.94**	**0.97%** **8,643.31**	**Aaa/AAA** **NA**	**2.25** **2.04**

HOLDINGS REPORT

City of Gardena Cons | Account #10647 | As of July 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
US TREASURY									
912797JU2	UNITED STATES TREASURY 08/01/2024	450,000.00	05/29/2024 5.39%	445,859.72 450,000.00	100.00 0.00%	450,000.00 0.00	0.48% 0.00	P-1/A-1+ F1+	0.00 0.00
91282CCT6	UNITED STATES TREASURY 0.375 08/15/2024	400,000.00	08/25/2021 0.45%	399,109.38 399,988.51	99.81 5.07%	399,226.97 692.31	0.42% (761.54)	Aaa/AA+ AA+	0.04 0.04
912797KK2	UNITED STATES TREASURY 09/12/2024	450,000.00	04/18/2024 5.37%	440,543.76 447,279.71	99.38 5.26%	447,227.01 0.00	0.48% (52.70)	P-1/A-1+ F1+	0.12 0.12
912797KT3	UNITED STATES TREASURY 10/10/2024	450,000.00	05/29/2024 5.40%	441,310.11 445,426.37	99.00 5.22%	445,480.62 0.00	0.47% 54.25	P-1/A-1+ F1+	0.19 0.19
912797KU0	UNITED STATES TREASURY 10/17/2024	450,000.00	04/18/2024 5.37%	438,319.84 445,031.09	98.90 5.21%	445,043.61 0.00	0.47% 12.51	P-1/A-1+ F1+	0.21 0.21
91282CDH1	UNITED STATES TREASURY 0.75 11/15/2024	750,000.00	11/18/2021 0.83%	748,125.00 749,817.99	98.71 5.23%	740,349.61 1,192.26	0.79% (9,468.39)	Aaa/AA+ AA+	0.29 0.29
912828Z52	UNITED STATES TREASURY 1.375 01/31/2025	750,000.00	02/17/2022 1.71%	742,822.27 748,781.52	98.20 5.07%	736,476.56 28.02	0.78% (12,304.95)	Aaa/AA+ AA+	0.50 0.49
912828ZF0	UNITED STATES TREASURY 0.5 03/31/2025	350,000.00	03/25/2021 0.58%	348,906.26 349,819.08	97.13 4.93%	339,953.90 588.11	0.36% (9,865.18)	Aaa/AA+ AA+	0.67 0.65
91282CEH0	UNITED STATES TREASURY 2.625 04/15/2025	450,000.00	04/18/2024 5.18%	439,031.25 442,191.22	98.42 4.92%	442,887.89 3,485.66	0.47% 696.67	Aaa/AA+ AA+	0.71 0.68
912828ZT0	UNITED STATES TREASURY 0.25 05/31/2025	365,000.00	02/25/2021 0.60%	359,653.32 363,958.17	96.26 4.88%	351,346.72 154.58	0.37% (12,611.45)	Aaa/AA+ AA+	0.83 0.81
91282CEU1	UNITED STATES TREASURY 2.875 06/15/2025	500,000.00	07/30/2024 4.90%	491,425.78 491,452.66	98.34 4.83%	491,718.75 1,845.97	0.52% 266.09	Aaa/AA+ AA+	0.87 0.85
91282CEY3	UNITED STATES TREASURY 3.0 07/15/2025	475,000.00	03/15/2024 4.94%	463,273.44 466,568.51	98.39 4.74%	467,350.83 658.29	0.50% 782.32	Aaa/AA+ AA+	0.96 0.93
9128284Z0	UNITED STATES TREASURY 2.75 08/31/2025	750,000.00	-- 0.99%	800,092.78 764,040.37	97.94 4.72%	734,531.25 8,631.11	0.78% (29,509.12)	Aaa/AA+ AA+	1.08 1.04
91282CFK2	UNITED STATES TREASURY 3.5 09/15/2025	475,000.00	03/15/2024 4.90%	465,537.11 467,894.17	98.75 4.65%	469,043.95 6,279.55	0.50% 1,149.78	Aaa/AA+ AA+	1.13 1.07
91282CFP1	UNITED STATES TREASURY 4.25 10/15/2025	550,000.00	06/23/2023 4.59%	545,982.42 547,900.55	99.58 4.60%	547,701.17 6,897.54	0.58% (199.38)	Aaa/AA+ AA+	1.21 1.15
91282CAZ4	UNITED STATES TREASURY 0.375 11/30/2025	750,000.00	-- 0.88%	734,730.47 745,069.82	94.64 4.56%	709,833.98 476.43	0.75% (35,235.84)	Aaa/AA+ AA+	1.33 1.30
9128286L9	UNITED STATES TREASURY 2.25 03/31/2026	750,000.00	02/25/2022 1.91%	760,078.13 754,100.15	96.57 4.40%	724,306.64 5,671.11	0.77% (29,793.51)	Aaa/AA+ AA+	1.67 1.60

HOLDINGS REPORT

City of Gardena Cons | Account #10647 | As of July 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
912828R36	UNITED STATES TREASURY 1.625 05/15/2026	250,000.00	10/14/2021 0.99%	257,148.44 252,785.88	95.34 4.36%	238,349.61 861.07	0.25% (14,436.27)	Aaa/AA+ AA+	1.79 1.73
912828YG9	UNITED STATES TREASURY 1.625 09/30/2026	300,000.00	12/28/2021 1.24%	305,296.88 302,410.45	94.66 4.23%	283,980.47 1,638.32	0.30% (18,429.98)	Aaa/AA+ AA+	2.17 2.08
912828U24	UNITED STATES TREASURY 2.0 11/15/2026	625,000.00	03/29/2022 2.55%	609,912.11 617,540.82	95.28 4.18%	595,507.81 2,649.46	0.63% (22,033.01)	Aaa/AA+ AA+	2.29 2.19
91282CJP7	UNITED STATES TREASURY 4.375 12/15/2026	300,000.00	12/27/2023 4.02%	302,906.25 302,323.93	100.43 4.18%	301,289.06 1,685.45	0.32% (1,034.86)	Aaa/AA+ AA+	2.38 2.22
91282CEF4	UNITED STATES TREASURY 2.5 03/31/2027	750,000.00	-- 2.90%	736,449.21 742,512.28	96.03 4.09%	720,205.08 6,301.23	0.77% (22,307.20)	Aaa/AA+ AA+	2.67 2.52
912828X88	UNITED STATES TREASURY 2.375 05/15/2027	350,000.00	06/09/2022 3.08%	338,666.02 343,596.30	95.48 4.10%	334,181.64 1,761.89	0.35% (9,414.66)	Aaa/AA+ AA+	2.79 2.65
91282CFM8	UNITED STATES TREASURY 4.125 09/30/2027	570,000.00	10/26/2022 4.19%	568,419.14 568,985.05	100.26 4.03%	571,491.80 7,901.74	0.61% 2,506.75	Aaa/AA+ AA+	3.17 2.90
9128283F5	UNITED STATES TREASURY 2.25 11/15/2027	800,000.00	12/20/2022 3.84%	743,625.00 762,175.21	94.52 4.05%	756,125.00 3,815.22	0.80% (6,050.21)	Aaa/AA+ AA+	3.29 3.11
91282CGC9	UNITED STATES TREASURY 3.875 12/31/2027	500,000.00	05/25/2023 3.98%	497,890.63 498,434.30	99.55 4.02%	497,753.91 1,684.78	0.53% (680.39)	Aaa/AA+ AA+	3.42 3.16
Total US Treasury		**13,560,000.00**	**3.05%**	**13,425,114.72 13,470,084.11**	**97.69 4.46%**	**13,241,363.85 64,900.10**	**14.07% (228,720.26)**	**Aaa/AA+ AA+**	**1.41 1.34**
Total Portfolio		**88,380,896.41**	**4.73%**	**94,408,069.24 94,485,137.49**	**35.36 5.04%**	**94,138,996.62 198,685.63**	**100.00% (346,140.87)**	**Aa2/AA+ AA**	**0.74 0.63**
Total Market Value + Accrued						**94,337,682.26**			

TRANSACTION LEDGER

City of Gardena Cons | Account #10647 | As of July 31, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	07/01/2024	31846V203	9,687.50	FIRST AMER:GVT OBLG Y	1.000	4.91%	(9,687.50)	0.00	(9,687.50)	0.00
Purchase	07/02/2024	31846V203	1,782.78	FIRST AMER:GVT OBLG Y	1.000	4.92%	(1,782.78)	0.00	(1,782.78)	0.00
Purchase	07/08/2024	31846V203	4,218.75	FIRST AMER:GVT OBLG Y	1.000	4.90%	(4,218.75)	0.00	(4,218.75)	0.00
Purchase	07/11/2024	31846V203	600,000.00	FIRST AMER:GVT OBLG Y	1.000	4.92%	(600,000.00)	0.00	(600,000.00)	0.00
Purchase	07/12/2024	31846V203	4,375.00	FIRST AMER:GVT OBLG Y	1.000	4.92%	(4,375.00)	0.00	(4,375.00)	0.00
Purchase	07/15/2024	90LAIF$00	62,133.91	Local Agency Investment Fund State Pool	1.000	4.53%	(62,133.91)	0.00	(62,133.91)	0.00
Purchase	07/15/2024	31846V203	89,217.00	FIRST AMER:GVT OBLG Y	1.000	4.92%	(89,217.00)	0.00	(89,217.00)	0.00
Purchase	07/16/2024	31846V203	5,274.25	FIRST AMER:GVT OBLG Y	1.000	4.92%	(5,274.25)	0.00	(5,274.25)	0.00
Purchase	07/17/2024	713448FX1	295,000.00	PEPSICO INC 4.5 07/17/2029	99.845	4.53%	(294,542.75)	0.00	(294,542.75)	0.00
Purchase	07/18/2024	31846V203	6,973.79	FIRST AMER:GVT OBLG Y	1.000	4.92%	(6,973.79)	0.00	(6,973.79)	0.00
Purchase	07/19/2024	437076DC3	150,000.00	HOME DEPOT INC 4.75 06/25/2029	100.697	4.59%	(151,045.50)	(475.00)	(151,520.50)	0.00
Purchase	07/22/2024	31846V203	4,251.09	FIRST AMER:GVT OBLG Y	1.000	4.92%	(4,251.09)	0.00	(4,251.09)	0.00
Purchase	07/23/2024	31846V203	7,880.00	FIRST AMER:GVT OBLG Y	1.000	4.92%	(7,880.00)	0.00	(7,880.00)	0.00
Purchase	07/24/2024	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029	99.985	5.45%	(89,986.42)	0.00	(89,986.42)	0.00
Purchase	07/25/2024	31846V203	22,528.42	FIRST AMER:GVT OBLG Y	1.000	4.92%	(22,528.42)	0.00	(22,528.42)	0.00
Purchase	07/25/2024	31846V203	5,916.98	FIRST AMER:GVT OBLG Y	1.000	4.92%	(5,916.98)	0.00	(5,916.98)	0.00
Purchase	07/31/2024	90CAMP$00	64,058.49	CAMP	1.000	0.00%	(64,058.49)	0.00	(64,058.49)	0.00
Purchase	07/31/2024	09CATR$05	2,682.17	CalTrust MTF	9.820	0.00%	(26,338.93)	0.00	(26,338.93)	0.00
Purchase	07/31/2024	91282CEU1	500,000.00	UNITED STATES TREASURY 2.875 06/15/2025	98.285	4.90%	(491,425.78)	(1,806.69)	(493,232.47)	0.00
Total Purchase			**1,925,980.13**				**(1,941,637.34)**	**(2,281.69)**	**(1,943,919.03)**	**0.00**
TOTAL ACQUISITIONS			**1,925,980.13**				**(1,941,637.34)**	**(2,281.69)**	**(1,943,919.03)**	**0.00**
DISPOSITIONS										
Maturity	07/11/2024	912797GB7	(600,000.00)	UNITED STATES TREASURY 07/11/2024	100.000	0.00%	600,000.00	0.00	600,000.00	0.00

TRANSACTION LEDGER

City of Gardena Cons | Account #10647 | As of July 31, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Maturity	07/15/2024	79466LAG9	(35,000.00)	SALESFORCE INC 0.625 07/15/2024	100.000	0.63%	35,000.00	0.00	35,000.00	0.00
Maturity	07/31/2024	912828Y87	(300,000.00)	UNITED STATES TREASURY 1.75 07/31/2024	100.000	1.75%	300,000.00	0.00	300,000.00	0.00
Total Maturity			**(935,000.00)**				**935,000.00**	**0.00**	**935,000.00**	**0.00**
Sale	07/17/2024	31846V203	(290,448.62)	FIRST AMER:GVT OBLG Y	1.000	4.92%	290,448.62	0.00	290,448.62	0.00
Sale	07/19/2024	31846V203	(147,864.25)	FIRST AMER:GVT OBLG Y	1.000	4.92%	147,864.25	0.00	147,864.25	0.00
Sale	07/24/2024	31846V203	(89,986.42)	FIRST AMER:GVT OBLG Y	1.000	4.92%	89,986.42	0.00	89,986.42	0.00
Sale	07/31/2024	31846V203	(176,021.22)	FIRST AMER:GVT OBLG Y	1.000	4.93%	176,021.22	0.00	176,021.22	0.00
Total Sale			**(704,320.51)**				**704,320.51**	**0.00**	**704,320.51**	**0.00**
TOTAL DISPOSITIONS			**(1,639,320.51)**				**1,639,320.51**	**0.00**	**1,639,320.51**	**0.00**
OTHER										
Cash Transfer	07/15/2024	CCYUSD	(39,523.35)	Cash		0.00%	(39,523.35)	0.00	(39,523.35)	0.00
Total Cash Transfer			**(39,523.35)**				**(39,523.35)**	**0.00**	**(39,523.35)**	**0.00**
Coupon	07/01/2024	3137FETN0	0.00	FHMS K-073 A2 3.35 01/25/2028		4.25%	1,298.12	0.00	1,298.12	0.00
Coupon	07/01/2024	3137FHPJ6	0.00	FHMS K-080 A2 3.926 07/25/2028		4.44%	1,063.29	0.00	1,063.29	0.00
Coupon	07/01/2024	3137BVZ82	0.00	FHMS K-063 A2 3.43 01/25/2027		4.46%	914.67	0.00	914.67	0.00
Coupon	07/01/2024	3137BNGT5	0.00	FHMS K-054 A2 2.745 01/25/2026		4.55%	1,143.75	0.00	1,143.75	0.00
Coupon	07/01/2024	3137FJXV6	0.00	FHMS K-083 A2 4.05 09/25/2028		4.58%	1,002.38	0.00	1,002.38	0.00
Coupon	07/01/2024	3137FJEH8	0.00	FHMS K-081 A2 3.9 08/25/2028		4.83%	503.75	0.00	503.75	0.00
Coupon	07/01/2024	3137FEBQ2	0.00	FHMS K-072 A2 3.444 12/25/2027		4.93%	1,435.00	0.00	1,435.00	0.00
Coupon	07/01/2024	3137H4BY5	0.00	FHMS K-746 A2 2.031 09/25/2028		5.22%	533.14	0.00	533.14	0.00

TRANSACTION LEDGER

City of Gardena Cons | Account #10647 | As of July 31, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Coupon	07/01/2024	3137FJZ93	0.00	FHMS K-084 A2 3.78 10/25/2028		5.30%	756.00	0.00	756.00	0.00
Coupon	07/06/2024	3133ENKS8	0.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.125 01/06/2025		1.59%	4,218.75	0.00	4,218.75	0.00
Coupon	07/12/2024	459058KT9	0.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.5 07/12/2028		4.53%	4,375.00	0.00	4,375.00	0.00
Coupon	07/15/2024	47788UAC6	0.00	JDOT 2021 A3 0.36 09/15/2025		0.38%	1.61	0.00	1.61	0.00
Coupon	07/15/2024	47789QAC4	0.00	JDOT 2021-B A3 0.52 03/16/2026		0.52%	8.92	0.00	8.92	0.00
Coupon	07/15/2024	79466LAG9	0.00	SALESFORCE INC 0.625 07/15/2024		0.63%	109.38	0.00	109.38	0.00
Coupon	07/15/2024	89238JAC9	0.00	TAOT 2021-D A3 0.71 04/15/2026		0.71%	16.01	0.00	16.01	0.00
Coupon	07/15/2024	43815BAC4	0.00	HAROT 2022-1 A3 1.88 05/15/2026		1.90%	160.06	0.00	160.06	0.00
Coupon	07/15/2024	47787JAC2	0.00	JDOT 2022 A3 0.36 09/15/2026		2.35%	139.56	0.00	139.56	0.00
Coupon	07/15/2024	89238FAD5	0.00	TAOT 2022-B A3 2.93 09/15/2026		2.95%	196.18	0.00	196.18	0.00
Coupon	07/15/2024	02582JJT8	0.00	AMXCA 2022-2 A 05/17/2027		3.42%	522.63	0.00	522.63	0.00
Coupon	07/15/2024	47800AAC4	0.00	JDOT 2022-B A3 3.74 02/16/2027		3.77%	370.33	0.00	370.33	0.00
Coupon	07/15/2024	58770AAC7	0.00	MBART 2023-1 A3 4.51 11/15/2027		4.56%	394.62	0.00	394.62	0.00
Coupon	07/15/2024	448979AD6	0.00	HART 2023-A A3 4.58 04/15/2027		4.63%	591.58	0.00	591.58	0.00
Coupon	07/15/2024	02582JJZ4	0.00	AMXCA 2023-1 A 4.87 05/15/2028		4.92%	507.29	0.00	507.29	0.00
Coupon	07/15/2024	91282CEY3	0.00	UNITED STATES TREASURY 3.0 07/15/2025		4.94%	7,125.00	0.00	7,125.00	0.00

TRANSACTION LEDGER

City of Gardena Cons | Account #10647 | As of July 31, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Coupon	07/15/2024	47800BAC2	0.00	JDOT 2022-C A3 5.09 06/15/2027		5.15%	933.17	0.00	933.17	0.00
Coupon	07/15/2024	161571HT4	0.00	CHAIT 2023-1 A 5.16 09/15/2028		5.23%	1,462.00	0.00	1,462.00	0.00
Coupon	07/15/2024	02582JKD1	0.00	AMXCA 2023-3 A 5.23 09/15/2028		5.29%	1,481.83	0.00	1,481.83	0.00
Coupon	07/15/2024	47787CAC7	0.00	JDOT 2023-C A3 5.48 05/15/2028		5.55%	1,415.67	0.00	1,415.67	0.00
Coupon	07/15/2024	46625HMN7	0.00	JPMORGAN CHASE & CO 3.9 07/15/2025		5.58%	7,800.00	0.00	7,800.00	0.00
Coupon	07/16/2024	36265WAD5	0.00	GMCAR 2022-3 A3 3.64 04/16/2027		3.67%	260.96	0.00	260.96	0.00
Coupon	07/16/2024	362583AD8	0.00	GMCAR 2023-2 A3 4.47 02/16/2028		4.51%	428.38	0.00	428.38	0.00
Coupon	07/17/2024	61747YET8	0.00	MORGAN STANLEY 4.679 07/17/2026		4.68%	4,094.13	0.00	4,094.13	0.00
Coupon	07/18/2024	43815PAC3	0.00	HAROT 2022-2 A3 3.73 07/20/2026		3.76%	291.06	0.00	291.06	0.00
Coupon	07/19/2024	78016HZT0	0.00	ROYAL BANK OF CANADA 4.875 01/19/2027		4.88%	3,656.25	0.00	3,656.25	0.00
Coupon	07/20/2024	379929AD4	0.00	GMALT 2023-3 A3 5.38 11/20/2026		5.45%	336.25	0.00	336.25	0.00
Coupon	07/21/2024	43815GAC3	0.00	HAROT 2021-4 A3 0.88 01/21/2026		0.90%	24.91	0.00	24.91	0.00
Coupon	07/21/2024	43815JAC7	0.00	HAROT 2023-1 A3 5.04 04/21/2027		5.10%	294.00	0.00	294.00	0.00
Coupon	07/23/2024	6174468C6	0.00	MORGAN STANLEY 4.0 07/23/2025		5.56%	7,880.00	0.00	7,880.00	0.00
Coupon	07/25/2024	05593AAC3	0.00	BMWLT 2023-1 A3 5.16 11/25/2025		5.22%	151.50	0.00	151.50	0.00
Coupon	07/25/2024	05602RAD3	0.00	BMWOT 2022-A A3 3.21 08/25/2026		5.87%	499.33	0.00	499.33	0.00
Coupon	07/31/2024	912828Z52	0.00	UNITED STATES TREASURY 1.375 01/31/2025		1.71%	5,156.25	0.00	5,156.25	0.00

TRANSACTION LEDGER

City of Gardena Cons | Account #10647 | As of July 31, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Coupon	07/31/2024	912828Y87	0.00	UNITED STATES TREASURY 1.75 07/31/2024		1.75%	2,625.00	0.00	2,625.00	0.00
Coupon	07/31/2024	69371RS80	0.00	PACCAR FINANCIAL CORP 4.6 01/31/2029		4.64%	9,430.00	0.00	9,430.00	0.00
Total Coupon			**0.00**				**75,607.71**	**0.00**	**75,607.71**	**0.00**
Dividend	07/15/2024	90LAIF$00	0.00	Local Agency Investment Fund State Pool		4.51%	62,133.91	0.00	62,133.91	0.00
Dividend	07/31/2024	90CAMP$00	0.00	CAMP		0.00%	64,058.49	0.00	64,058.49	0.00
Dividend	07/31/2024	09CATR$05	0.00	CalTrust MTF		0.00%	26,338.93	0.00	26,338.93	0.00
Dividend	07/31/2024	31846V203	0.00	FIRST AMER:GVT OBLG Y		4.93%	1,653.72	0.00	1,653.72	0.00
Total Dividend			**0.00**				**154,185.05**	**0.00**	**154,185.05**	**0.00**
Principal Paydown	07/15/2024	47788UAC6	1,403.33	JDOT 2021 A3 0.36 09/15/2025		0.38%	1,403.33	--	1,403.33	0.00
Principal Paydown	07/15/2024	47789QAC4	1,731.94	JDOT 2021-B A3 0.52 03/16/2026		0.52%	1,731.94	--	1,731.94	0.00
Principal Paydown	07/15/2024	89238JAC9	2,694.42	TAOT 2021-D A3 0.71 04/15/2026		0.71%	2,694.42	--	2,694.42	0.00
Principal Paydown	07/15/2024	43815BAC4	8,670.69	HAROT 2022-1 A3 1.88 05/15/2026		1.90%	8,670.69	--	8,670.69	0.00
Principal Paydown	07/15/2024	47787JAC2	5,328.77	JDOT 2022 A3 0.36 09/15/2026		2.35%	5,328.77	--	5,328.77	(0.00)
Principal Paydown	07/15/2024	89238FAD5	5,633.67	TAOT 2022-B A3 2.93 09/15/2026		2.95%	5,633.67	--	5,633.67	0.00
Principal Paydown	07/15/2024	47800AAC4	5,518.34	JDOT 2022-B A3 3.74 02/16/2027		3.77%	5,518.34	--	5,518.34	(0.00)
Principal Paydown	07/16/2024	36265WAD5	4,584.91	GMCAR 2022-3 A3 3.64 04/16/2027		3.67%	4,584.91	--	4,584.91	0.00
Principal Paydown	07/18/2024	43815PAC3	6,682.73	HAROT 2022-2 A3 3.73 07/20/2026		3.76%	6,682.73	--	6,682.73	(0.00)
Principal Paydown	07/21/2024	43815GAC3	3,595.93	HAROT 2021-4 A3 0.88 01/21/2026		0.90%	3,595.93	--	3,595.93	(0.00)
Principal Paydown	07/25/2024	05593AAC3	3,792.40	BMWLT 2023-1 A3 5.16 11/25/2025		5.22%	3,792.40	--	3,792.40	0.00

TRANSACTION LEDGER

City of Gardena Cons | Account #10647 | As of July 31, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/ Sold	Total Amount	Gain/Loss
Principal Paydown	07/25/2024	05602RAD3	15,352.07	BMWOT 2022-A A3 3.21 08/25/2026		5.87%	15,352.07	--	15,352.07	0.01
Total Principal Paydown			**64,989.20**				**64,989.20**	**--**	**64,989.20**	**0.02**
TOTAL OTHER TRANSACTIONS			**25,465.85**				**255,258.61**	**0.00**	**255,258.61**	**0.02**

INCOME EARNED

City of Gardena Cons | Account #10647 | As of July 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
CASH & EQUIVALENTS						
31846V203	FIRST AMER:GVT OBLG Y	196,284.98	138,499.93 762,105.56 (704,320.51) 196,284.98	0.00 1,782.78 0.00 1,782.78	0.00 0.00 0.00 1,782.78	1,782.78
912797JU2	UNITED STATES TREASURY 08/01/2024	05/29/2024 05/30/2024 450,000.00	447,962.72 0.00 0.00 450,000.00	0.00 0.00 0.00 0.00	2,037.28 0.00 2,037.28 2,037.28	2,037.28
CCYUSD	Receivable	22,894.92	71,234.79 0.00 0.00 22,894.92	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
Total Cash & Equivalents		**669,179.90**	**657,697.44 762,105.56 (704,320.51) 669,179.90**	**0.00 1,782.78 0.00 1,782.78**	**2,037.28 0.00 2,037.28 3,820.06**	**3,820.06**
FIXED INCOME						
02582JJT8	AMXCA 2022-2 A 05/17/2027	05/17/2022 05/24/2022 185,000.00	184,983.29 0.00 0.00 184,984.92	278.73 522.63 278.73 522.63	1.63 0.00 1.63 524.26	524.26
02582JJZ4	AMXCA 2023-1 A 4.87 05/15/2028	06/07/2023 06/14/2023 125,000.00	124,991.27 0.00 0.00 124,991.46	270.56 507.29 270.56 507.29	0.19 0.00 0.19 507.48	507.48
02582JKD1	AMXCA 2023-3 A 5.23 09/15/2028	09/12/2023 09/19/2023 340,000.00	339,987.18 0.00 0.00 339,987.44	790.31 1,481.83 790.31 1,481.83	0.26 0.00 0.26 1,482.09	1,482.09
037833BY5	APPLE INC 3.25 02/23/2026	05/09/2023 05/11/2023 400,000.00	395,080.02 0.00 0.00 395,333.38	4,622.22 0.00 5,705.56 1,083.33	253.35 0.00 253.35 1,336.69	1,336.69

INCOME EARNED

City of Gardena Cons | Account #10647 | As of July 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
05593AAC3	BMWLT 2023-1 A3 5.16 11/25/2025	02/07/2023 02/15/2023 31,439.64	35,231.63 0.00 (3,792.40) 31,439.30	30.30 151.50 27.04 148.24	0.07 0.00 0.07 148.31	148.31
05602RAD3	BMWOT 2022-A A3 3.21 08/25/2026	01/05/2023 01/09/2023 171,313.16	183,819.50 0.00 (15,352.06) 168,804.61	99.87 499.33 91.65 491.12	337.18 0.00 337.18 828.30	828.30
06368LGU4	BANK OF MONTREAL 5.2 12/12/2024	03/25/2024 03/27/2024 400,000.00	399,591.26 0.00 0.00 399,668.52	1,097.78 0.00 2,831.11 1,733.33	77.26 0.00 77.26 1,810.59	1,810.59
06428CAA2	BANK OF AMERICA NA 5.526 08/18/2026	09/19/2023 09/21/2023 300,000.00	299,470.34 0.00 0.00 299,491.45	6,124.65 0.00 7,506.15 1,381.50	21.10 0.00 21.10 1,402.60	1,402.60
14913UAL4	CATERPILLAR FINANCIAL SERVICES CORP 5.0 05/14/2027	05/21/2024 05/23/2024 405,000.00	405,716.88 0.00 0.00 405,695.65	2,643.75 0.00 4,331.25 1,687.50	0.00 (21.23) (21.23) 1,666.27	1,666.27
161571HT4	CHAIT 2023-1 A 5.16 09/15/2028	09/07/2023 09/15/2023 340,000.00	339,920.71 0.00 0.00 339,922.31	779.73 1,462.00 779.73 1,462.00	1.60 0.00 1.60 1,463.60	1,463.60
17275RBQ4	CISCO SYSTEMS INC 4.8 02/26/2027	02/21/2024 02/26/2024 170,000.00	169,804.41 0.00 0.00 169,810.66	2,833.33 0.00 3,513.33 680.00	6.25 0.00 6.25 686.25	686.25
20030NCS8	COMCAST CORP 3.95 10/15/2025	03/11/2024 03/13/2024 400,000.00	395,080.85 0.00 0.00 395,404.61	3,335.56 0.00 4,652.22 1,316.67	323.77 0.00 323.77 1,640.43	1,640.43
24422EWB1	JOHN DEERE CAPITAL CORP 2.125 03/07/2025	03/02/2022 03/07/2022 130,000.00	129,987.30 0.00 0.00 129,988.88	874.79 0.00 1,105.00 230.21	1.58 0.00 1.58 231.79	231.79

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3130ATS57	FEDERAL HOME LOAN BANKS 4.5 03/10/2028	03/21/2023 03/22/2023 700,000.00	711,733.91 0.00 0.00 711,464.07	9,712.50 0.00 12,337.50 2,625.00	0.00 (269.85) (269.85) 2,355.15	2,355.15
3133ENKS8	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.125 01/06/2025	750,000.00	748,217.58 0.00 0.00 748,509.94	4,101.56 4,218.75 585.94 703.13	292.35 0.00 292.35 995.48	995.48
3133ENPG9	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.75 02/14/2025	02/10/2022 02/15/2022 415,000.00	414,769.28 0.00 0.00 414,800.65	2,763.78 0.00 3,368.99 605.21	31.37 0.00 31.37 636.58	636.58
3133EPN50	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.25 12/15/2028	12/28/2023 12/29/2023 650,000.00	659,496.37 0.00 0.00 659,315.54	1,227.78 0.00 3,529.86 2,302.08	0.00 (180.83) (180.83) 2,121.26	2,121.26
3133ERFJ5	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 05/20/2027	05/23/2024 05/24/2024 330,000.00	327,426.47 0.00 0.00 327,502.24	1,691.25 0.00 2,928.75 1,237.50	75.76 0.00 75.76 1,313.26	1,313.26
3133ERGL9	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 06/07/2028	06/25/2024 06/26/2024 450,000.00	450,981.09 0.00 0.00 450,959.92	1,350.00 0.00 3,037.50 1,687.50	0.00 (21.16) (21.16) 1,666.34	1,666.34
3135G06G3	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025	11/18/2020 11/19/2020 350,000.00	349,901.83 0.00 0.00 349,907.99	262.50 0.00 408.33 145.83	6.16 0.00 6.16 151.99	151.99
3137BNGT5	FHMS K-054 A2 2.745 01/25/2026	02/15/2023 02/21/2023 500,000.00	486,753.16 0.00 0.00 487,501.16	1,143.75 1,143.75 1,143.75 1,143.75	748.00 0.00 748.00 1,891.75	1,891.75
3137BVZ82	FHMS K-063 A2 3.43 01/25/2027	02/06/2024 02/09/2024 320,000.00	311,979.80 0.00 0.00 312,251.82	914.67 914.67 914.67 914.67	272.02 0.00 272.02 1,186.69	1,186.69

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3137FEBQ2	FHMS K-072 A2 3.444 12/25/2027	08/22/2023 08/25/2023 500,000.00	476,328.58 0.00 0.00 476,916.57	1,435.00 1,435.00 1,435.00 1,435.00	587.99 0.00 587.99 2,022.99	2,022.99
3137FETN0	FHMS K-073 A2 3.35 01/25/2028	05/24/2023 05/30/2023 465,000.00	451,202.20 0.00 0.00 451,536.63	1,298.13 1,298.12 1,298.13 1,298.12	334.43 0.00 334.43 1,632.55	1,632.55
3137FHPJ6	FHMS K-080 A2 3.926 07/25/2028	01/23/2024 01/26/2024 325,000.00	318,511.69 0.00 0.00 318,649.36	1,063.29 1,063.29 1,063.29 1,063.29	137.67 0.00 137.67 1,200.96	1,200.96
3137FJEH8	FHMS K-081 A2 3.9 08/25/2028	09/15/2023 09/20/2023 155,000.00	149,489.36 0.00 0.00 149,603.85	503.75 503.75 503.75 503.75	114.50 0.00 114.50 618.25	618.25
3137FJXV6	FHMS K-083 A2 4.05 09/25/2028	12/07/2023 12/12/2023 297,000.00	290,628.85 0.00 0.00 290,758.54	1,002.38 1,002.38 1,002.38 1,002.38	129.68 0.00 129.68 1,132.06	1,132.06
3137FJZ93	FHMS K-084 A2 3.78 10/25/2028	10/20/2023 10/25/2023 240,000.00	226,062.41 0.00 0.00 226,340.62	756.00 756.00 756.00 756.00	278.21 0.00 278.21 1,034.21	1,034.21
3137H4BY5	FHMS K-746 A2 2.031 09/25/2028	10/03/2023 10/06/2023 315,000.00	277,582.67 0.00 0.00 278,344.28	533.14 533.14 533.14 533.14	761.61 0.00 761.61 1,294.75	1,294.75
362583AD8	GMCAR 2023-2 A3 4.47 02/16/2028	04/04/2023 04/12/2023 115,000.00	114,997.64 0.00 0.00 114,997.69	214.19 428.38 214.19 428.38	0.06 0.00 0.06 428.44	428.44
36265WAD5	GMCAR 2022-3 A3 3.64 04/16/2027	07/06/2022 07/13/2022 81,447.32	86,031.95 0.00 (4,584.91) 81,447.06	130.48 260.96 123.53 254.01	0.02 0.00 0.02 254.03	254.03

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379929AD4	GMALT 2023-3 A3 5.38 11/20/2026	08/08/2023 08/16/2023 75,000.00	74,993.42 0.00 0.00 74,993.66	123.29 336.25 123.29 336.25	0.23 0.00 0.23 336.48	336.48
437076CR1	HOME DEPOT INC 4.0 09/15/2025	09/12/2022 09/19/2022 110,000.00	109,984.01 0.00 0.00 109,985.13	1,295.56 0.00 1,662.22 366.67	1.12 0.00 1.12 367.79	367.79
437076DC3	HOME DEPOT INC 4.75 06/25/2029	295,000.00	144,067.82 151,045.50 0.00 295,121.53	114.79 (475.00) 1,401.25 811.46	15.88 (7.67) 8.20 819.66	819.66
43815BAC4	HAROT 2022-1 A3 1.88 05/15/2026	02/15/2022 02/23/2022 93,496.15	102,160.70 0.00 (8,670.69) 93,490.79	85.37 160.06 78.12 152.82	0.78 0.00 0.78 153.59	153.59
43815GAC3	HAROT 2021-4 A3 0.88 01/21/2026	11/16/2021 11/24/2021 30,367.98	33,961.56 0.00 (3,595.93) 30,365.99	8.30 24.91 7.42 24.03	0.36 0.00 0.36 24.39	24.39
43815JAC7	HAROT 2023-1 A3 5.04 04/21/2027	02/16/2023 02/24/2023 70,000.00	69,991.26 0.00 0.00 69,991.52	98.00 294.00 98.00 294.00	0.26 0.00 0.26 294.26	294.26
43815PAC3	HAROT 2022-2 A3 3.73 07/20/2026	08/15/2022 08/24/2022 86,955.71	93,636.01 0.00 (6,682.73) 86,953.54	126.13 291.06 117.12 282.06	0.27 0.00 0.27 282.33	282.33
438516CJ3	HONEYWELL INTERNATIONAL INC 4.95 02/15/2028	02/13/2023 02/15/2023 400,000.00	406,462.84 0.00 0.00 406,307.89	7,480.00 0.00 9,130.00 1,650.00	0.00 (154.95) (154.95) 1,495.05	1,495.05
448979AD6	HART 2023-A A3 4.58 04/15/2027	04/04/2023 04/12/2023 155,000.00	154,989.48 0.00 0.00 154,989.80	315.51 591.58 315.51 591.58	0.32 0.00 0.32 591.90	591.90

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44934QAD3	HART 2024-B A3 4.84 03/15/2029	07/16/2024 07/24/2024 90,000.00	0.00 89,986.42 0.00 89,986.48	0.00 0.00 84.70 84.70	0.06 0.00 0.06 84.76	84.76
4581X0DZ8	INTER-AMERICAN DEVELOPMENT BANK 0.5 09/23/2024	09/15/2021 09/23/2021 260,000.00	259,985.25 0.00 0.00 259,990.70	353.89 0.00 462.22 108.33	5.44 0.00 5.44 113.78	113.78
459058KT9	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.5 07/12/2028	11/28/2023 11/30/2023 250,000.00	240,721.42 0.00 0.00 240,916.83	4,107.64 4,375.00 461.81 729.17	195.40 0.00 195.40 924.57	924.57
459058KW2	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.625 08/01/2028	250,000.00	246,934.53 0.00 0.00 246,998.22	4,817.71 0.00 5,781.25 963.54	63.69 0.00 63.69 1,027.23	1,027.23
45950KCR9	INTERNATIONAL FINANCE CORP 1.375 10/16/2024	07/12/2021 07/14/2021 160,000.00	160,387.00 0.00 0.00 160,274.88	458.33 0.00 641.67 183.33	0.00 (112.12) (112.12) 71.21	71.21
46625HMN7	JPMORGAN CHASE & CO 3.9 07/15/2025	05/29/2024 05/30/2024 400,000.00	393,312.63 0.00 0.00 393,859.62	7,193.33 7,800.00 693.33 1,300.00	546.99 0.00 546.99 1,846.99	1,846.99
47787CAC7	JDOT 2023-C A3 5.48 05/15/2028	09/12/2023 09/19/2023 310,000.00	309,982.28 0.00 0.00 309,982.67	755.02 1,415.67 755.02 1,415.67	0.39 0.00 0.39 1,416.06	1,416.06
47787JAC2	JDOT 2022 A3 0.36 09/15/2026	03/10/2022 03/16/2022 66,856.41	72,177.96 0.00 (5,328.77) 66,849.98	74.43 139.56 68.94 134.07	0.79 0.00 0.79 134.86	134.86
47788UAC6	JDOT 2021 A3 0.36 09/15/2025	03/02/2021 03/10/2021 3,975.64	5,378.84 0.00 (1,403.33) 3,975.55	0.86 1.61 0.64 1.39	0.04 0.00 0.04 1.42	1.42

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47789QAC4	JDOT 2021-B A3 0.52 03/16/2026	07/13/2021 07/21/2021 18,851.90	20,583.46 0.00 (1,731.94) 18,851.57	4.76 8.92 4.36 8.52	0.05 0.00 0.05 8.57	8.57
47800AAC4	JDOT 2022-B A3 3.74 02/16/2027	07/12/2022 07/20/2022 113,302.79	118,815.74 0.00 (5,518.34) 113,297.81	197.51 370.33 188.33 361.16	0.42 0.00 0.42 361.57	361.57
47800BAC2	JDOT 2022-C A3 5.09 06/15/2027	10/12/2022 10/19/2022 220,000.00	219,990.24 0.00 0.00 219,990.52	497.69 933.17 497.69 933.17	0.28 0.00 0.28 933.45	933.45
57636QAW4	MASTERCARD INC 4.875 03/09/2028	04/19/2023 04/21/2023 290,000.00	296,633.86 0.00 0.00 296,477.83	4,398.33 0.00 5,576.46 1,178.13	0.00 (156.03) (156.03) 1,022.09	1,022.09
58770AAC7	MBART 2023-1 A3 4.51 11/15/2027	01/18/2023 01/25/2023 105,000.00	104,991.40 0.00 0.00 104,991.62	210.47 394.62 210.47 394.62	0.22 0.00 0.22 394.84	394.84
58933YBH7	MERCK & CO INC 4.05 05/17/2028	05/08/2023 05/17/2023 90,000.00	89,943.50 0.00 0.00 89,944.74	445.50 0.00 749.25 303.75	1.24 0.00 1.24 304.99	304.99
6174468C6	MORGAN STANLEY 4.0 07/23/2025	04/10/2024 04/12/2024 394,000.00	387,767.03 0.00 0.00 388,266.31	6,916.89 7,880.00 350.22 1,313.33	499.28 0.00 499.28 1,812.62	1,812.62
61747YET8	MORGAN STANLEY 4.679 07/17/2026	07/18/2022 07/20/2022 175,000.00	175,000.00 0.00 0.00 175,000.00	3,730.20 4,094.13 318.43 682.36	0.00 0.00 0.00 682.36	682.36
63743HFE7	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.45 06/15/2025	04/27/2022 05/04/2022 95,000.00	94,992.13 0.00 0.00 94,992.83	145.67 0.00 418.79 273.13	0.70 0.00 0.70 273.82	273.82

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63743HFK3	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 5.6 11/13/2026	11/14/2023 11/16/2023 390,000.00	392,878.95 0.00 0.00 392,771.94	2,912.00 0.00 4,732.00 1,820.00	0.00 (107.01) (107.01) 1,712.99	1,712.99
665859AW4	NORTHERN TRUST CORP 4.0 05/10/2027	10/05/2022 10/07/2022 450,000.00	441,853.58 0.00 0.00 442,095.71	2,550.00 0.00 4,050.00 1,500.00	242.13 0.00 242.13 1,742.13	1,742.13
69371RR40	PACCAR FINANCIAL CORP 0.5 08/09/2024	08/03/2021 08/09/2021 80,000.00	79,998.46 0.00 0.00 79,999.68	157.78 0.00 191.11 33.33	1.22 0.00 1.22 34.56	34.56
69371RR57	PACCAR FINANCIAL CORP 0.9 11/08/2024	11/02/2021 11/08/2021 175,000.00	174,999.30 0.00 0.00 174,999.47	231.88 0.00 363.13 131.25	0.17 0.00 0.17 131.42	131.42
69371RS80	PACCAR FINANCIAL CORP 4.6 01/31/2029	01/24/2024 01/31/2024 410,000.00	409,387.30 0.00 0.00 409,398.64	7,910.72 9,430.00 52.39 1,571.67	11.34 0.00 11.34 1,583.01	1,583.01
713448FX1	PEPSICO INC 4.5 07/17/2029	07/15/2024 07/17/2024 295,000.00	0.00 294,542.75 0.00 294,546.51	0.00 0.00 516.25 516.25	3.76 0.00 3.76 520.01	520.01
74456QBU9	PUBLIC SERVICE ELECTRIC AND GAS CO 3.7 05/01/2028	09/06/2023 09/08/2023 300,000.00	285,811.08 0.00 0.00 286,125.26	1,850.00 0.00 2,775.00 925.00	314.18 0.00 314.18 1,239.18	1,239.18
78015K7C2	ROYAL BANK OF CANADA 2.25 11/01/2024	500,000.00	502,270.19 0.00 0.00 501,698.02	1,875.00 0.00 2,812.50 937.50	0.00 (572.16) (572.16) 365.34	365.34
78016HZT0	ROYAL BANK OF CANADA 4.875 01/19/2027	01/10/2024 01/19/2024 150,000.00	149,968.11 0.00 0.00 149,969.17	3,290.63 3,656.25 243.75 609.38	1.06 0.00 1.06 610.44	610.44

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79466LAG9	SALESFORCE INC 0.625 07/15/2024	06/29/2021 07/12/2021 0.00	34,999.77 0.00 (35,000.00) 0.00	100.87 109.38 0.00 8.51	0.23 0.00 0.23 8.74	8.74
857477BR3	STATE STREET CORP 1.746 02/06/2026	02/02/2022 02/07/2022 90,000.00	90,000.00 0.00 0.00 90,000.00	632.93 0.00 763.88 130.95	0.00 0.00 0.00 130.95	130.95
857477CL5	STATE STREET CORP 4.993 03/18/2027	03/13/2024 03/18/2024 365,000.00	365,000.00 0.00 0.00 365,000.00	5,214.22 0.00 6,732.92 1,518.70	0.00 0.00 0.00 1,518.70	1,518.70
89115A2V3	TORONTO-DOMINION BANK 5.264 12/11/2026	12/04/2023 12/11/2023 160,000.00	160,000.00 0.00 0.00 160,000.00	467.91 0.00 1,169.78 701.87	0.00 0.00 0.00 701.87	701.87
89115A2W1	TORONTO-DOMINION BANK 4.98 04/05/2027	04/08/2024 04/10/2024 400,000.00	397,639.99 0.00 0.00 397,712.57	4,758.67 0.00 6,418.67 1,660.00	72.58 0.00 72.58 1,732.58	1,732.58
89236TMF9	TOYOTA MOTOR CREDIT CORP 5.05 05/16/2029	06/25/2024 06/26/2024 400,000.00	402,863.96 0.00 0.00 402,814.08	2,525.00 0.00 4,208.33 1,683.33	0.00 (49.88) (49.88) 1,633.46	1,633.46
89238FAD5	TAOT 2022-B A3 2.93 09/15/2026	04/07/2022 04/13/2022 74,713.12	80,346.10 0.00 (5,633.67) 74,712.51	104.63 196.18 97.29 188.84	0.07 0.00 0.07 188.92	188.92
89238JAC9	TAOT 2021-D A3 0.71 04/15/2026	11/09/2021 11/15/2021 24,365.59	27,059.87 0.00 (2,694.42) 24,365.47	8.54 16.01 7.69 15.16	0.02 0.00 0.02 15.18	15.18
912797GB7	UNITED STATES TREASURY 07/11/2024	02/26/2024 02/27/2024 0.00	599,141.67 0.00 (600,000.00) 0.00	0.00 0.00 0.00 0.00	858.33 0.00 858.33 858.33	858.33

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912797KK2	UNITED STATES TREASURY 09/12/2024	04/18/2024 04/19/2024 450,000.00	445,271.88 0.00 0.00 447,279.71	0.00 0.00 0.00 0.00	2,007.83 0.00 2,007.83 2,007.83	2,007.83
912797KT3	UNITED STATES TREASURY 10/10/2024	05/29/2024 05/30/2024 450,000.00	443,400.91 0.00 0.00 445,426.37	0.00 0.00 0.00 0.00	2,025.46 0.00 2,025.46 2,025.46	2,025.46
912797KU0	UNITED STATES TREASURY 10/17/2024	04/18/2024 04/19/2024 450,000.00	443,030.62 0.00 0.00 445,031.09	0.00 0.00 0.00 0.00	2,000.47 0.00 2,000.47 2,000.47	2,000.47
9128283F5	UNITED STATES TREASURY 2.25 11/15/2027	12/20/2022 12/21/2022 800,000.00	761,198.88 0.00 0.00 762,175.21	2,298.91 0.00 3,815.22 1,516.30	976.33 0.00 976.33 2,492.63	2,492.63
9128284Z0	UNITED STATES TREASURY 2.75 08/31/2025	750,000.00	765,142.28 0.00 0.00 764,040.37	6,893.68 0.00 8,631.11 1,737.43	0.00 (1,101.90) (1,101.90) 635.53	635.53
9128286L9	UNITED STATES TREASURY 2.25 03/31/2026	02/25/2022 02/28/2022 750,000.00	754,309.55 0.00 0.00 754,100.15	4,241.80 0.00 5,671.11 1,429.30	0.00 (209.40) (209.40) 1,219.91	1,219.91
912828R36	UNITED STATES TREASURY 1.625 05/15/2026	10/14/2021 10/15/2021 250,000.00	252,918.34 0.00 0.00 252,785.88	518.85 0.00 861.07 342.22	0.00 (132.46) (132.46) 209.76	209.76
912828U24	UNITED STATES TREASURY 2.0 11/15/2026	03/29/2022 03/30/2022 625,000.00	617,264.22 0.00 0.00 617,540.82	1,596.47 0.00 2,649.46 1,052.99	276.60 0.00 276.60 1,329.59	1,329.59
912828X88	UNITED STATES TREASURY 2.375 05/15/2027	06/09/2022 06/10/2022 350,000.00	343,401.11 0.00 0.00 343,596.30	1,061.65 0.00 1,761.89 700.24	195.20 0.00 195.20 895.43	895.43

INCOME EARNED

City of Gardena Cons | Account #10647 | As of July 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
912828Y87	UNITED STATES TREASURY 1.75 07/31/2024	01/31/2020 01/31/2020 0.00	300,095.01 0.00 (300,000.00) 0.00	2,192.31 2,625.00 0.00 432.69	0.00 (95.01) (95.01) 337.69	337.69
912828YG9	UNITED STATES TREASURY 1.625 09/30/2026	12/28/2021 12/29/2021 300,000.00	302,505.03 0.00 0.00 302,410.45	1,225.41 0.00 1,638.32 412.91	0.00 (94.59) (94.59) 318.32	318.32
912828Z52	UNITED STATES TREASURY 1.375 01/31/2025	02/17/2022 02/18/2022 750,000.00	748,575.11 0.00 0.00 748,781.52	4,306.32 5,156.25 28.02 877.95	206.41 0.00 206.41 1,084.36	1,084.36
912828ZF0	UNITED STATES TREASURY 0.5 03/31/2025	03/25/2021 03/29/2021 350,000.00	349,795.91 0.00 0.00 349,819.08	439.89 0.00 588.11 148.22	23.18 0.00 23.18 171.40	171.40
912828ZT0	UNITED STATES TREASURY 0.25 05/31/2025	02/25/2021 02/26/2021 365,000.00	363,851.58 0.00 0.00 363,958.17	77.29 0.00 154.58 77.29	106.59 0.00 106.59 183.88	183.88
91282CAZ4	UNITED STATES TREASURY 0.375 11/30/2025	750,000.00	744,755.35 0.00 0.00 745,069.82	238.22 0.00 476.43 238.22	314.48 0.00 314.48 552.69	552.69
91282CCT6	UNITED STATES TREASURY 0.375 08/15/2024	08/25/2021 08/26/2021 400,000.00	399,963.06 0.00 0.00 399,988.51	564.56 0.00 692.31 127.75	25.45 0.00 25.45 153.19	153.19
91282CDH1	UNITED STATES TREASURY 0.75 11/15/2024	11/18/2021 11/19/2021 750,000.00	749,764.77 0.00 0.00 749,817.99	718.41 0.00 1,192.26 473.85	53.23 0.00 53.23 527.07	527.07
91282CEF4	UNITED STATES TREASURY 2.5 03/31/2027	750,000.00	742,273.47 0.00 0.00 742,512.28	4,713.11 0.00 6,301.23 1,588.11	238.81 0.00 238.81 1,826.92	1,826.92

INCOME EARNED

City of Gardena Cons | Account #10647 | As of July 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
91282CEH0	UNITED STATES TREASURY 2.625 04/15/2025	04/18/2024 04/19/2024 450,000.00	441,249.31 0.00 0.00 442,191.22	2,485.14 0.00 3,485.66 1,000.51	941.91 0.00 941.91 1,942.43	1,942.43
91282CEU1	UNITED STATES TREASURY 2.875 06/15/2025	07/30/2024 07/31/2024 500,000.00	0.00 491,425.78 0.00 491,452.66	0.00 (1,806.69) 1,845.97 39.28	26.88 0.00 26.88 66.16	66.16
91282CEY3	UNITED STATES TREASURY 3.0 07/15/2025	03/15/2024 03/18/2024 475,000.00	465,817.43 0.00 0.00 466,568.51	6,576.92 7,125.00 658.29 1,206.36	751.08 0.00 751.08 1,957.45	1,957.45
91282CFK2	UNITED STATES TREASURY 3.5 09/15/2025	03/15/2024 03/18/2024 475,000.00	467,356.90 0.00 0.00 467,894.17	4,879.08 0.00 6,279.55 1,400.48	537.27 0.00 537.27 1,937.75	1,937.75
91282CFM8	UNITED STATES TREASURY 4.125 09/30/2027	10/26/2022 10/27/2022 570,000.00	568,957.81 0.00 0.00 568,985.05	5,910.25 0.00 7,901.74 1,991.50	27.24 0.00 27.24 2,018.74	2,018.74
91282CFP1	UNITED STATES TREASURY 4.25 10/15/2025	06/23/2023 06/26/2023 550,000.00	547,752.64 0.00 0.00 547,900.55	4,917.69 0.00 6,897.54 1,979.85	147.92 0.00 147.92 2,127.77	2,127.77
91282CGC9	UNITED STATES TREASURY 3.875 12/31/2027	05/25/2023 05/26/2023 500,000.00	498,395.37 0.00 0.00 498,434.30	52.65 9,687.50 1,684.78 11,319.63	38.92 0.00 38.92 11,358.56	11,358.56
91282CJP7	UNITED STATES TREASURY 4.375 12/15/2026	12/27/2023 12/28/2023 300,000.00	302,407.12 0.00 0.00 302,323.93	573.77 0.00 1,685.45 1,111.68	0.00 (83.19) (83.19) 1,028.49	1,028.49
931142ER0	WALMART INC 1.05 09/17/2026	09/08/2021 09/17/2021 40,000.00	39,966.55 0.00 0.00 39,967.83	121.33 0.00 156.33 35.00	1.28 0.00 1.28 36.28	36.28

INCOME EARNED

City of Gardena Cons | Account #10647 | As of July 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
931142EW9	WALMART INC 3.9 09/09/2025	09/06/2022 09/09/2022 80,000.00	79,977.77 0.00 0.00 79,979.36	970.67 0.00 1,230.67 260.00	1.58 0.00 1.58 261.58	261.58
Total Fixed Income		**32,458,085.42**	**32,177,220.11** **1,027,000.45** **(999,989.18)** **32,219,419.45**	**190,006.04** **83,013.52** **198,685.63** **91,693.12**	**18,557.50** **(3,369.43)** **15,188.07** **106,881.19**	**106,881.19**
LAIF						
90LAIF$00	Local Agency Investment Fund State Pool	5,569,009.17	5,506,875.26 62,133.91 0.00 5,569,009.17	0.00 121,898.42 0.00 121,898.42	0.00 0.00 0.00 121,898.42	121,898.42
Total LAIF		**5,569,009.17**	**5,506,875.26** **62,133.91** **0.00** **5,569,009.17**	**0.00** **121,898.42** **0.00** **121,898.42**	**0.00** **0.00** **0.00** **121,898.42**	**121,898.42**
LOCAL GOV INVESTMENT POOL						
09CATR$05	CalTrust MTF	701,817.06	7,018,385.18 26,338.93 0.00 7,044,724.11	0.00 26,338.93 0.00 26,338.93	0.00 0.00 0.00 26,338.93	26,338.93
90CAMP$00	CAMP	13,982,804.86	13,918,746.37 64,058.49 0.00 13,982,804.86	0.00 64,058.49 0.00 64,058.49	0.00 0.00 0.00 64,058.49	64,058.49
90CAMP$06	CAMP	12/31/2023 12/31/2023 35,000,000.00	35,000,000.00 0.00 0.00 35,000,000.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00
Total Local Gov Investment Pool		**49,684,621.92**	**55,937,131.55** **90,397.42** **0.00** **56,027,528.97**	**0.00** **90,397.42** **0.00** **90,397.42**	**0.00** **0.00** **0.00** **90,397.42**	**90,397.42**

INCOME EARNED

City of Gardena Cons | Account #10647 | As of July 31, 2024

Cusip	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
			94,278,924.36 1,941,637.34 (1,704,309.69)	190,006.04 297,092.14 198,685.63	20,594.78 (3,369.43) 17,225.35	
TOTAL PORTFOLIO		**88,380,896.41**	**94,485,137.49**	**305,771.73**	**322,997.09**	**322,997.09**

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
AUGUST 2024							
08/01/2024	Dividend	31846V203	0.00		1,653.72		1,653.72
08/01/2024	Coupon	459058KW2	0.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.625 08/01/2028		5,782.50	5,782.50
08/01/2024	Maturity	912797JU2	(450,000.00)	UNITED STATES TREASURY 08/01/2024	450,000.00		450,000.00
08/06/2024	Coupon	857477BR3	0.00	STATE STREET CORP 1.746 02/06/2026		785.70	785.70
08/09/2024	Coupon	69371RR40	0.00	PACCAR FINANCIAL CORP 0.5 08/09/2024		200.00	200.00
08/09/2024	Maturity	69371RR40	(80,000.00)	PACCAR FINANCIAL CORP 0.5 08/09/2024	80,000.00		80,000.00
08/14/2024	Coupon	3133ENPG9	0.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.75 02/14/2025		3,631.25	3,631.25
08/15/2024	Coupon	02582JJT8	0.00	AMXCA 2022-2 A 05/17/2027		522.63	522.63
08/15/2024	Coupon	02582JJZ4	0.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
08/15/2024	Coupon	02582JKD1	0.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
08/15/2024	Coupon	161571HT4	0.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
08/15/2024	Coupon	43815BAC4	0.00	HAROT 2022-1 A3 1.88 05/15/2026		146.48	146.48
08/15/2024	Principal Paydown	43815BAC4	(9,049.89)	HAROT 2022-1 A3 1.88 05/15/2026	9,049.89		9,049.89
08/15/2024	Coupon	448979AD6	0.00	HART 2023-A A3 4.58 04/15/2027		591.58	591.58
08/15/2024	Coupon	44934QAD3	0.00	HART 2024-B A3 4.84 03/15/2029		254.10	254.10
08/15/2024	Coupon	438516CJ3	0.00	HONEYWELL INTERNATIONAL INC 4.95 02/15/2028		9,900.00	9,900.00
08/15/2024	Coupon	47788UAC6	0.00	JDOT 2021 A3 0.36 09/15/2025		1.19	1.19
08/15/2024	Principal Paydown	47788UAC6	(1,886.44)	JDOT 2021 A3 0.36 09/15/2025	1,886.44		1,886.44
08/15/2024	Coupon	47789QAC4	0.00	JDOT 2021-B A3 0.52 03/16/2026		8.17	8.17
08/15/2024	Principal Paydown	47789QAC4	(2,239.22)	JDOT 2021-B A3 0.52 03/16/2026	2,239.22		2,239.22
08/15/2024	Coupon	47787JAC2	0.00	JDOT 2022 A3 0.36 09/15/2026		129.26	129.26
08/15/2024	Principal Paydown	47787JAC2	(6,485.02)	JDOT 2022 A3 0.36 09/15/2026	6,485.02		6,485.02
08/15/2024	Coupon	47800AAC4	0.00	JDOT 2022-B A3 3.74 02/16/2027		353.13	353.13
08/15/2024	Principal Paydown	47800AAC4	(6,585.56)	JDOT 2022-B A3 3.74 02/16/2027	6,585.56		6,585.56
08/15/2024	Coupon	47800BAC2	0.00	JDOT 2022-C A3 5.09 06/15/2027		933.17	933.17
08/15/2024	Principal Paydown	47800BAC2	(10,569.73)	JDOT 2022-C A3 5.09 06/15/2027	10,569.73		10,569.73
08/15/2024	Coupon	47787CAC7	0.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
08/15/2024	Coupon	58770AAC7	0.00	MBART 2023-1 A3 4.51 11/15/2027		394.62	394.62

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/15/2024	Coupon	89238JAC9	0.00	TAOT 2021-D A3 0.71 04/15/2026		14.42	14.42
08/15/2024	Principal Paydown	89238JAC9	(2,928.93)	TAOT 2021-D A3 0.71 04/15/2026	2,928.93		2,928.93
08/15/2024	Coupon	89238FAD5	0.00	TAOT 2022-B A3 2.93 09/15/2026		182.42	182.42
08/15/2024	Principal Paydown	89238FAD5	(6,085.11)	TAOT 2022-B A3 2.93 09/15/2026	6,085.11		6,085.11
08/15/2024	Coupon	91282CCT6	0.00	UNITED STATES TREASURY 0.375 08/15/2024		750.00	750.00
08/15/2024	Maturity	91282CCT6	(400,000.00)	UNITED STATES TREASURY 0.375 08/15/2024	400,000.00		400,000.00
08/16/2024	Coupon	36265WAD5	0.00	GMCAR 2022-3 A3 3.64 04/16/2027		247.06	247.06
08/16/2024	Principal Paydown	36265WAD5	(5,755.56)	GMCAR 2022-3 A3 3.64 04/16/2027	5,755.56		5,755.56
08/16/2024	Coupon	362583AD8	0.00	GMCAR 2023-2 A3 4.47 02/16/2028		428.38	428.38
08/19/2024	Coupon	06428CAA2	0.00	BANK OF AMERICA NA 5.526 08/18/2026		8,289.00	8,289.00
08/19/2024	Coupon	43815PAC3	0.00	HAROT 2022-2 A3 3.73 07/20/2026		270.29	270.29
08/19/2024	Principal Paydown	43815PAC3	(6,878.28)	HAROT 2022-2 A3 3.73 07/20/2026	6,878.28		6,878.28
08/21/2024	Coupon	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026		22.27	22.27
08/21/2024	Principal Paydown	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026	3,496.22		3,496.22
08/21/2024	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		294.00	294.00
08/23/2024	Coupon	037833BY5	400,000.00	APPLE INC 3.25 02/23/2026		6,500.00	6,500.00
08/26/2024	Coupon	05593AAC3	31,439.64	BMWLT 2023-1 A3 5.16 11/25/2025		135.19	135.19
08/26/2024	Principal Paydown	05593AAC3	31,439.64	BMWLT 2023-1 A3 5.16 11/25/2025	5,446.66		5,446.66
08/26/2024	Coupon	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026		458.26	458.26
08/26/2024	Principal Paydown	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026	16,211.91		16,211.91
08/26/2024	Coupon	17275RBQ4	170,000.00	CISCO SYSTEMS INC 4.8 02/26/2027		4,080.00	4,080.00
08/26/2024	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,143.75	1,143.75
08/26/2024	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
08/26/2024	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
08/26/2024	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
08/26/2024	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
08/26/2024	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
08/26/2024	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
08/26/2024	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
08/26/2024	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
August 2024 Total					**1,015,272.26**	**58,821.97**	**1,074,094.22**
SEPTEMBER 2024							

CASH FLOW REPORT

City of Gardena Cons | Account #10647 | As of July 31, 2024

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/03/2024	Coupon	9128284Z0	750,000.00	UNITED STATES TREASURY 2.75 08/31/2025		10,312.50	10,312.50
09/09/2024	Coupon	24422EWB1	130,000.00	JOHN DEERE CAPITAL CORP 2.125 03/07/2025		1,381.25	1,381.25
09/09/2024	Coupon	57636QAW4	290,000.00	MASTERCARD INC 4.875 03/09/2028		7,068.75	7,068.75
09/09/2024	Coupon	931142EW9	80,000.00	WALMART INC 3.9 09/09/2025		1,560.00	1,560.00
09/10/2024	Coupon	3130ATS57	700,000.00	FEDERAL HOME LOAN BANKS 4.5 03/10/2028		15,750.00	15,750.00
09/12/2024	Final Maturity	912797KK2	450,000.00	UNITED STATES TREASURY 09/12/2024	450,000.00		450,000.00
09/16/2024	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 05/17/2027		522.63	522.63
09/16/2024	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
09/16/2024	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
09/16/2024	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
09/16/2024	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		428.38	428.38
09/16/2024	Coupon	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027		223.31	223.31
09/16/2024	Principal Paydown	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027	5,415.97		5,415.97
09/16/2024	Coupon	437076CR1	110,000.00	HOME DEPOT INC 4.0 09/15/2025		2,200.00	2,200.00
09/16/2024	Coupon	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026		132.65	132.65
09/16/2024	Principal Paydown	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026	8,603.68		8,603.68
09/16/2024	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		591.58	591.58
09/16/2024	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
09/16/2024	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
09/16/2024	Coupon	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026		115.71	115.71
09/16/2024	Principal Paydown	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026	5,559.22		5,559.22
09/16/2024	Coupon	47788UAC6	2,089.20	JDOT 2021 A3 0.36 09/15/2025		0.63	0.63
09/16/2024	Principal Paydown	47788UAC6	2,089.20	JDOT 2021 A3 0.36 09/15/2025	1,715.72		1,715.72
09/16/2024	Coupon	47789QAC4	16,612.68	JDOT 2021-B A3 0.52 03/16/2026		7.20	7.20
09/16/2024	Principal Paydown	47789QAC4	16,612.68	JDOT 2021-B A3 0.52 03/16/2026	1,745.48		1,745.48
09/16/2024	Coupon	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027		332.60	332.60
09/16/2024	Principal Paydown	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027	5,721.19		5,721.19
09/16/2024	Coupon	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027		888.33	888.33
09/16/2024	Principal Paydown	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027	11,319.10		11,319.10
09/16/2024	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		394.63	394.63
09/16/2024	Principal Paydown	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027	739.69		739.69
09/16/2024	Coupon	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026		167.57	167.57

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/16/2024	Principal Paydown	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026	6,137.72		6,137.72
09/16/2024	Coupon	89238JAC9	21,436.66	TAOT 2021-D A3 0.71 04/15/2026		12.68	12.68
09/16/2024	Principal Paydown	89238JAC9	21,436.66	TAOT 2021-D A3 0.71 04/15/2026	2,853.36		2,853.36
09/16/2024	Coupon	91282CFK2	475,000.00	UNITED STATES TREASURY 3.5 09/15/2025		8,312.50	8,312.50
09/17/2024	Coupon	931142ER0	40,000.00	WALMART INC 1.05 09/17/2026		210.00	210.00
09/18/2024	Coupon	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026		248.09	248.09
09/18/2024	Principal Paydown	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026	6,527.12		6,527.12
09/18/2024	Coupon	857477CL5	365,000.00	STATE STREET CORP 4.993 03/18/2027		9,112.23	9,112.23
09/20/2024	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		336.25	336.25
09/23/2024	Coupon	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026		19.71	19.71
09/23/2024	Principal Paydown	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026	3,412.88		3,412.88
09/23/2024	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		294.00	294.00
09/23/2024	Coupon	4581X0DZ8	260,000.00	INTER-AMERICAN DEVELOPMENT BANK 0.5 09/23/2024		650.00	650.00
09/23/2024	Final Maturity	4581X0DZ8	260,000.00	INTER-AMERICAN DEVELOPMENT BANK 0.5 09/23/2024	260,000.00		260,000.00
09/25/2024	Coupon	05593AAC3	31,439.64	BMWLT 2023-1 A3 5.16 11/25/2025		111.77	111.77
09/25/2024	Principal Paydown	05593AAC3	31,439.64	BMWLT 2023-1 A3 5.16 11/25/2025	4,999.90		4,999.90
09/25/2024	Coupon	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026		414.90	414.90
09/25/2024	Principal Paydown	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026	14,959.94		14,959.94
09/25/2024	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,143.75	1,143.75
09/25/2024	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
09/25/2024	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
09/25/2024	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
09/25/2024	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
09/25/2024	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
09/25/2024	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
09/25/2024	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
09/25/2024	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
09/30/2024	Coupon	9128286L9	750,000.00	UNITED STATES TREASURY 2.25 03/31/2026		8,437.50	8,437.50
09/30/2024	Coupon	912828YG9	300,000.00	UNITED STATES TREASURY 1.625 09/30/2026		2,437.50	2,437.50
09/30/2024	Coupon	912828ZF0	350,000.00	UNITED STATES TREASURY 0.5 03/31/2025		875.00	875.00

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/30/2024	Coupon	91282CEF4	750,000.00	UNITED STATES TREASURY 2.5 03/31/2027		9,375.00	9,375.00
09/30/2024	Coupon	91282CFM8	570,000.00	UNITED STATES TREASURY 4.125 09/30/2027		11,756.25	11,756.25
September 2024 Total					**789,710.98**	**108,560.96**	**898,271.94**
OCTOBER 2024							
10/07/2024	Coupon	89115A2W1	400,000.00	TORONTO-DOMINION BANK 4.98 04/05/2027		9,960.00	9,960.00
10/10/2024	Final Maturity	912797KT3	450,000.00	UNITED STATES TREASURY 10/10/2024	450,000.00		450,000.00
10/15/2024	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 05/17/2027		522.63	522.63
10/15/2024	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
10/15/2024	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
10/15/2024	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
10/15/2024	Coupon	20030NCS8	400,000.00	COMCAST CORP 3.95 10/15/2025		7,900.00	7,900.00
10/15/2024	Coupon	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026		119.17	119.17
10/15/2024	Principal Paydown	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026	8,258.38		8,258.38
10/15/2024	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		591.58	591.58
10/15/2024	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
10/15/2024	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
10/15/2024	Coupon	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026		104.96	104.96
10/15/2024	Principal Paydown	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026	6,149.11		6,149.11
10/15/2024	Coupon	47788UAC6	2,089.20	JDOT 2021 A3 0.36 09/15/2025		0.11	0.11
10/15/2024	Effective Maturity	47788UAC6	2,089.20	JDOT 2021 A3 0.36 09/15/2025	373.48		373.48
10/15/2024	Coupon	47789QAC4	16,612.68	JDOT 2021-B A3 0.52 03/16/2026		6.44	6.44
10/15/2024	Principal Paydown	47789QAC4	16,612.68	JDOT 2021-B A3 0.52 03/16/2026	1,922.29		1,922.29
10/15/2024	Coupon	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027		314.77	314.77
10/15/2024	Principal Paydown	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027	6,517.32		6,517.32
10/15/2024	Coupon	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027		840.32	840.32
10/15/2024	Principal Paydown	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027	9,222.04		9,222.04
10/15/2024	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		391.85	391.85
10/15/2024	Principal Paydown	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027	5,730.79		5,730.79
10/15/2024	Coupon	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026		152.58	152.58
10/15/2024	Principal Paydown	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026	5,900.82		5,900.82
10/15/2024	Coupon	89238JAC9	21,436.66	TAOT 2021-D A3 0.71 04/15/2026		11.00	11.00

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/15/2024	Principal Paydown	89238JAC9	21,436.66	TAOT 2021-D A3 0.71 04/15/2026	2,737.20		2,737.20
10/15/2024	Dividend	90LAIF$00	5,569,009.17	Local Agency Investment Fund State Pool	21,241.20		21,241.20
10/15/2024	Coupon	91282CEH0	450,000.00	UNITED STATES TREASURY 2.625 04/15/2025		5,906.25	5,906.25
10/15/2024	Coupon	91282CFP1	550,000.00	UNITED STATES TREASURY 4.25 10/15/2025		11,687.50	11,687.50
10/16/2024	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		428.38	428.38
10/16/2024	Coupon	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027		206.88	206.88
10/16/2024	Principal Paydown	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027	5,171.35		5,171.35
10/16/2024	Coupon	45950KCR9	160,000.00	INTERNATIONAL FINANCE CORP 1.375 10/16/2024		1,100.00	1,100.00
10/16/2024	Final Maturity	45950KCR9	160,000.00	INTERNATIONAL FINANCE CORP 1.375 10/16/2024	160,000.00		160,000.00
10/17/2024	Final Maturity	912797KU0	450,000.00	UNITED STATES TREASURY 10/17/2024	450,000.00		450,000.00
10/18/2024	Coupon	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026		227.80	227.80
10/18/2024	Principal Paydown	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026	6,278.86		6,278.86
10/21/2024	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		336.25	336.25
10/21/2024	Coupon	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026		17.20	17.20
10/21/2024	Principal Paydown	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026	3,274.65		3,274.65
10/21/2024	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		294.00	294.00
10/25/2024	Coupon	05593AAC3	31,439.64	BMWLT 2023-1 A3 5.16 11/25/2025		90.27	90.27
10/25/2024	Principal Paydown	05593AAC3	31,439.64	BMWLT 2023-1 A3 5.16 11/25/2025	4,696.77		4,696.77
10/25/2024	Coupon	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026		374.88	374.88
10/25/2024	Principal Paydown	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026	14,272.99		14,272.99
10/25/2024	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,143.75	1,143.75
10/25/2024	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
10/25/2024	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
10/25/2024	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
10/25/2024	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
10/25/2024	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
10/25/2024	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
10/25/2024	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
10/25/2024	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
October 2024 Total					**1,161,747.25**	**55,464.70**	**1,217,211.95**
NOVEMBER 2024							
11/01/2024	Coupon	74456QBU9	300,000.00	PUBLIC SERVICE ELECTRIC AND GAS CO 3.7 05/01/2028		5,550.00	5,550.00
11/01/2024	Coupon	78015K7C2	500,000.00	ROYAL BANK OF CANADA 2.25 11/01/2024		5,625.00	5,625.00
11/01/2024	Final Maturity	78015K7C2	500,000.00	ROYAL BANK OF CANADA 2.25 11/01/2024	500,000.00		500,000.00
11/07/2024	Coupon	3135G06G3	350,000.00	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025		875.00	875.00
11/08/2024	Coupon	69371RR57	175,000.00	PACCAR FINANCIAL CORP 0.9 11/08/2024		787.50	787.50
11/08/2024	Final Maturity	69371RR57	175,000.00	PACCAR FINANCIAL CORP 0.9 11/08/2024	175,000.00		175,000.00
11/12/2024	Coupon	665859AW4	450,000.00	NORTHERN TRUST CORP 4.0 05/10/2027		9,000.00	9,000.00
11/13/2024	Coupon	63743HFK3	390,000.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 5.6 11/13/2026		10,920.00	10,920.00
11/14/2024	Coupon	14913UAL4	405,000.00	CATERPILLAR FINANCIAL SERVICES CORP 5.0 05/14/2027		10,125.00	10,125.00
11/15/2024	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 05/17/2027		522.63	522.63
11/15/2024	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
11/15/2024	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
11/15/2024	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
11/15/2024	Coupon	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026		106.23	106.23
11/15/2024	Principal Paydown	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026	7,588.62		7,588.62
11/15/2024	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		591.58	591.58
11/15/2024	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
11/15/2024	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
11/15/2024	Coupon	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026		93.08	93.08
11/15/2024	Principal Paydown	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026	6,592.71		6,592.71
11/15/2024	Coupon	47789QAC4	16,612.68	JDOT 2021-B A3 0.52 03/16/2026		5.61	5.61
11/15/2024	Principal Paydown	47789QAC4	16,612.68	JDOT 2021-B A3 0.52 03/16/2026	2,277.67		2,277.67
11/15/2024	Coupon	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027		294.46	294.46
11/15/2024	Principal Paydown	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027	6,828.43		6,828.43
11/15/2024	Coupon	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027		801.20	801.20
11/15/2024	Principal Paydown	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027	10,047.05		10,047.05

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/15/2024	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		370.31	370.31
11/15/2024	Principal Paydown	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027	5,576.74		5,576.74
11/15/2024	Coupon	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026		138.17	138.17
11/15/2024	Principal Paydown	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026	5,433.41		5,433.41
11/15/2024	Coupon	89238JAC9	21,436.66	TAOT 2021-D A3 0.71 04/15/2026		9.38	9.38
11/15/2024	Principal Paydown	89238JAC9	21,436.66	TAOT 2021-D A3 0.71 04/15/2026	2,658.87		2,658.87
11/15/2024	Coupon	9128283F5	800,000.00	UNITED STATES TREASURY 2.25 11/15/2027		9,000.00	9,000.00
11/15/2024	Coupon	912828R36	250,000.00	UNITED STATES TREASURY 1.625 05/15/2026		2,031.25	2,031.25
11/15/2024	Coupon	912828U24	625,000.00	UNITED STATES TREASURY 2.0 11/15/2026		6,250.00	6,250.00
11/15/2024	Coupon	912828X88	350,000.00	UNITED STATES TREASURY 2.375 05/15/2027		4,156.25	4,156.25
11/15/2024	Coupon	91282CDH1	750,000.00	UNITED STATES TREASURY 0.75 11/15/2024		2,812.50	2,812.50
11/15/2024	Final Maturity	91282CDH1	750,000.00	UNITED STATES TREASURY 0.75 11/15/2024	750,000.00		750,000.00
11/18/2024	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		428.38	428.38
11/18/2024	Coupon	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027		191.19	191.19
11/18/2024	Principal Paydown	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027	5,044.65		5,044.65
11/18/2024	Coupon	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026		208.28	208.28
11/18/2024	Principal Paydown	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026	6,124.85		6,124.85
11/18/2024	Coupon	58933YBH7	90,000.00	MERCK & CO INC 4.05 05/17/2028		1,822.50	1,822.50
11/18/2024	Coupon	89236TMF9	400,000.00	TOYOTA MOTOR CREDIT CORP 5.05 05/16/2029		10,100.00	10,100.00
11/20/2024	Coupon	3133ERFJ5	330,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 05/20/2027		7,425.00	7,425.00
11/20/2024	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		336.25	336.25
11/21/2024	Coupon	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026		14.80	14.80
11/21/2024	Principal Paydown	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026	3,189.93		3,189.93
11/21/2024	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		294.00	294.00
11/25/2024	Coupon	05593AAC3	31,439.64	BMWLT 2023-1 A3 5.16 11/25/2025		70.07	70.07
11/25/2024	Principal Paydown	05593AAC3	31,439.64	BMWLT 2023-1 A3 5.16 11/25/2025	4,966.50		4,966.50
11/25/2024	Coupon	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026		336.70	336.70
11/25/2024	Principal Paydown	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026	13,834.90		13,834.90
11/25/2024	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,143.75	1,143.75
11/25/2024	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
11/25/2024	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/25/2024	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
11/25/2024	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
11/25/2024	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
11/25/2024	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
11/25/2024	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
11/25/2024	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
November 2024 Total					**1,505,164.32**	**105,172.20**	**1,610,336.53**
DECEMBER 2024							
12/02/2024	Coupon	912828ZT0	365,000.00	UNITED STATES TREASURY 0.25 05/31/2025		456.25	456.25
12/02/2024	Coupon	91282CAZ4	750,000.00	UNITED STATES TREASURY 0.375 11/30/2025		1,406.25	1,406.25
12/09/2024	Coupon	3133ERGL9	450,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 06/07/2028		10,125.00	10,125.00
12/11/2024	Coupon	89115A2V3	160,000.00	TORONTO-DOMINION BANK 5.264 12/11/2026		4,211.20	4,211.20
12/12/2024	Coupon	06368LGU4	400,000.00	BANK OF MONTREAL 5.2 12/12/2024		10,400.00	10,400.00
12/12/2024	Final Maturity	06368LGU4	400,000.00	BANK OF MONTREAL 5.2 12/12/2024	400,000.00		400,000.00
12/16/2024	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 05/17/2027		522.63	522.63
12/16/2024	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
12/16/2024	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
12/16/2024	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
12/16/2024	Coupon	3133EPN50	650,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.25 12/15/2028		13,812.50	13,812.50
12/16/2024	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		428.38	428.38
12/16/2024	Coupon	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027		175.89	175.89
12/16/2024	Principal Paydown	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027	4,750.82		4,750.82
12/16/2024	Coupon	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026		94.34	94.34
12/16/2024	Principal Paydown	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026	7,212.98		7,212.98
12/16/2024	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		591.58	591.58
12/16/2024	Principal Paydown	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027	8,969.46		8,969.46
12/16/2024	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
12/16/2024	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
12/16/2024	Coupon	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026		80.33	80.33

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/16/2024	Principal Paydown	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026	4,703.48		4,703.48
12/16/2024	Coupon	47789QAC4	16,612.68	JDOT 2021-B A3 0.52 03/16/2026		4.62	4.62
12/16/2024	Principal Paydown	47789QAC4	16,612.68	JDOT 2021-B A3 0.52 03/16/2026	1,621.05		1,621.05
12/16/2024	Coupon	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027		273.18	273.18
12/16/2024	Principal Paydown	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027	5,365.18		5,365.18
12/16/2024	Coupon	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027		758.59	758.59
12/16/2024	Principal Paydown	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027	8,233.82		8,233.82
12/16/2024	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		349.35	349.35
12/16/2024	Principal Paydown	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027	5,238.87		5,238.87
12/16/2024	Coupon	63743HFE7	95,000.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.45 06/15/2025		1,638.75	1,638.75
12/16/2024	Coupon	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026		124.91	124.91
12/16/2024	Principal Paydown	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026	5,171.66		5,171.66
12/16/2024	Coupon	89238JAC9	21,436.66	TAOT 2021-D A3 0.71 04/15/2026		7.80	7.80
12/16/2024	Principal Paydown	89238JAC9	21,436.66	TAOT 2021-D A3 0.71 04/15/2026	2,423.06		2,423.06
12/16/2024	Coupon	91282CEU1	500,000.00	UNITED STATES TREASURY 2.875 06/15/2025		7,187.50	7,187.50
12/16/2024	Coupon	91282CJP7	300,000.00	UNITED STATES TREASURY 4.375 12/15/2026		6,562.50	6,562.50
12/18/2024	Coupon	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026		189.25	189.25
12/18/2024	Principal Paydown	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026	5,841.00		5,841.00
12/20/2024	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		336.25	336.25
12/23/2024	Coupon	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026		12.46	12.46
12/23/2024	Principal Paydown	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026	3,042.14		3,042.14
12/23/2024	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		294.00	294.00
12/23/2024	Principal Paydown	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027	3,234.82		3,234.82
12/25/2024	Coupon	05593AAC3	31,439.64	BMWLT 2023-1 A3 5.16 11/25/2025		48.72	48.72
12/25/2024	Principal Paydown	05593AAC3	31,439.64	BMWLT 2023-1 A3 5.16 11/25/2025	5,116.40		5,116.40
12/25/2024	Coupon	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026		299.69	299.69
12/25/2024	Principal Paydown	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026	13,090.32		13,090.32
12/25/2024	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,143.75	1,143.75
12/25/2024	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
12/25/2024	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
12/25/2024	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/25/2024	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
12/25/2024	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
12/25/2024	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
12/25/2024	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
12/25/2024	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
12/26/2024	Coupon	437076DC3	295,000.00	HOME DEPOT INC 4.75 06/25/2029		7,006.25	7,006.25
12/31/2024	Coupon	91282CGC9	500,000.00	UNITED STATES TREASURY 3.875 12/31/2027		9,687.50	9,687.50
December 2024 Total					**484,015.06**	**90,965.54**	**574,980.60**
JANUARY 2025							
01/06/2025	Coupon	3133ENKS8	750,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.125 01/06/2025		4,218.75	4,218.75
01/06/2025	Final Maturity	3133ENKS8	750,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.125 01/06/2025	750,000.00		750,000.00
01/13/2025	Coupon	459058KT9	250,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.5 07/12/2028		4,375.00	4,375.00
01/15/2025	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 05/17/2027		522.63	522.63
01/15/2025	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
01/15/2025	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
01/15/2025	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
01/15/2025	Coupon	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026		83.04	83.04
01/15/2025	Principal Paydown	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026	7,027.44		7,027.44
01/15/2025	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		557.35	557.35
01/15/2025	Principal Paydown	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027	10,410.28		10,410.28
01/15/2025	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
01/15/2025	Coupon	46625HMN7	400,000.00	JPMORGAN CHASE & CO 3.9 07/15/2025		7,800.00	7,800.00
01/15/2025	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
01/15/2025	Coupon	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026		71.24	71.24
01/15/2025	Principal Paydown	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026	5,517.49		5,517.49
01/15/2025	Coupon	47789QAC4	16,612.68	JDOT 2021-B A3 0.52 03/16/2026		3.92	3.92
01/15/2025	Principal Paydown	47789QAC4	16,612.68	JDOT 2021-B A3 0.52 03/16/2026	2,925.19		2,925.19
01/15/2025	Coupon	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027		256.46	256.46

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/15/2025	Principal Paydown	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027	8,327.51		8,327.51
01/15/2025	Coupon	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027		723.66	723.66
01/15/2025	Principal Paydown	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027	13,002.29		13,002.29
01/15/2025	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		329.66	329.66
01/15/2025	Principal Paydown	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027	5,117.10		5,117.10
01/15/2025	Coupon	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026		112.28	112.28
01/15/2025	Principal Paydown	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026	5,055.96		5,055.96
01/15/2025	Coupon	89238JAC9	21,436.66	TAOT 2021-D A3 0.71 04/15/2026		6.37	6.37
01/15/2025	Principal Paydown	89238JAC9	21,436.66	TAOT 2021-D A3 0.71 04/15/2026	2,357.50		2,357.50
01/15/2025	Coupon	91282CEY3	475,000.00	UNITED STATES TREASURY 3.0 07/15/2025		7,125.00	7,125.00
01/16/2025	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		428.38	428.38
01/16/2025	Coupon	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027		161.48	161.48
01/16/2025	Principal Paydown	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027	4,651.35		4,651.35
01/17/2025	Coupon	61747YET8	175,000.00	MORGAN STANLEY 4.679 07/17/2026		4,094.13	4,094.13
01/17/2025	Coupon	713448FX1	295,000.00	PEPSICO INC 4.5 07/17/2029		6,637.50	6,637.50
01/20/2025	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		336.25	336.25
01/20/2025	Coupon	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026		171.09	171.09
01/20/2025	Principal Paydown	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026	5,722.16		5,722.16
01/21/2025	Coupon	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026		10.23	10.23
01/21/2025	Principal Paydown	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026	2,963.53		2,963.53
01/21/2025	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		280.41	280.41
01/21/2025	Principal Paydown	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027	4,519.19		4,519.19
01/21/2025	Coupon	78016HZT0	150,000.00	ROYAL BANK OF CANADA 4.875 01/19/2027		3,656.25	3,656.25
01/23/2025	Coupon	6174468C6	394,000.00	MORGAN STANLEY 4.0 07/23/2025		7,880.00	7,880.00
01/27/2025	Coupon	05593AAC3	31,439.64	BMWLT 2023-1 A3 5.16 11/25/2025		26.72	26.72
01/27/2025	Principal Paydown	05593AAC3	31,439.64	BMWLT 2023-1 A3 5.16 11/25/2025	4,850.03		4,850.03
01/27/2025	Coupon	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026		264.67	264.67
01/27/2025	Principal Paydown	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026	12,731.51		12,731.51
01/27/2025	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,143.75	1,143.75
01/27/2025	Principal Paydown	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026	13,197.40		13,197.40
01/27/2025	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
01/27/2025	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/27/2025	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
01/27/2025	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
01/27/2025	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
01/27/2025	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
01/27/2025	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
01/27/2025	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
01/31/2025	Coupon	69371RS80	410,000.00	PACCAR FINANCIAL CORP 4.6 01/31/2029		9,430.00	9,430.00
01/31/2025	Coupon	912828Z52	750,000.00	UNITED STATES TREASURY 1.375 01/31/2025		5,156.25	5,156.25
01/31/2025	Final Maturity	912828Z52	750,000.00	UNITED STATES TREASURY 1.375 01/31/2025	750,000.00		750,000.00
January 2025 Total					**1,608,375.94**	**78,598.59**	**1,686,974.53**
FEBRUARY 2025							
02/03/2025	Coupon	459058KW2	250,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.625 08/01/2028		5,781.25	5,781.25
02/06/2025	Coupon	857477BR3	90,000.00	STATE STREET CORP 1.746 02/06/2026		785.70	785.70
02/06/2025	Effective Maturity	857477BR3	90,000.00	STATE STREET CORP 1.746 02/06/2026	90,000.00		90,000.00
02/14/2025	Coupon	3133ENPG9	415,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.75 02/14/2025		3,631.25	3,631.25
02/14/2025	Final Maturity	3133ENPG9	415,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 1.75 02/14/2025	415,000.00		415,000.00
02/17/2025	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
02/17/2025	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		428.38	428.38
02/17/2025	Principal Paydown	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028	6,202.02		6,202.02
02/17/2025	Coupon	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027		147.37	147.37
02/17/2025	Principal Paydown	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027	4,584.61		4,584.61
02/17/2025	Coupon	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026		72.03	72.03
02/17/2025	Principal Paydown	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026	6,877.82		6,877.82
02/17/2025	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		517.62	517.62
02/17/2025	Principal Paydown	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027	10,238.64		10,238.64
02/17/2025	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
02/17/2025	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
02/17/2025	Coupon	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026		60.57	60.57
02/17/2025	Principal Paydown	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026	4,173.80		4,173.80

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/17/2025	Coupon	47789QAC4	16,612.68	JDOT 2021-B A3 0.52 03/16/2026		2.65	2.65
02/17/2025	Principal Paydown	47789QAC4	16,612.68	JDOT 2021-B A3 0.52 03/16/2026	2,593.18		2,593.18
02/17/2025	Coupon	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027		230.50	230.50
02/17/2025	Principal Paydown	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027	6,928.26		6,928.26
02/17/2025	Coupon	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027		668.51	668.51
02/17/2025	Principal Paydown	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027	11,386.48		11,386.48
02/17/2025	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		310.43	310.43
02/17/2025	Principal Paydown	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027	5,037.18		5,037.18
02/17/2025	Coupon	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026		99.93	99.93
02/17/2025	Principal Paydown	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026	4,761.69		4,761.69
02/17/2025	Coupon	89238JAC9	21,436.66	TAOT 2021-D A3 0.71 04/15/2026		4.97	4.97
02/17/2025	Principal Paydown	89238JAC9	21,436.66	TAOT 2021-D A3 0.71 04/15/2026	2,311.40		2,311.40
02/18/2025	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 05/17/2027		522.63	522.63
02/18/2025	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
02/18/2025	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
02/18/2025	Coupon	06428CAA2	300,000.00	BANK OF AMERICA NA 5.526 08/18/2026		8,289.00	8,289.00
02/18/2025	Coupon	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026		153.30	153.30
02/18/2025	Principal Paydown	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026	5,625.50		5,625.50
02/18/2025	Coupon	438516CJ3	400,000.00	HONEYWELL INTERNATIONAL INC 4.95 02/15/2028		9,900.00	9,900.00
02/20/2025	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		336.25	336.25
02/20/2025	Principal Paydown	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026	3,903.94		3,903.94
02/21/2025	Coupon	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026		8.06	8.06
02/21/2025	Principal Paydown	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026	2,897.76		2,897.76
02/21/2025	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		261.43	261.43
02/21/2025	Principal Paydown	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027	4,452.40		4,452.40
02/24/2025	Coupon	037833BY5	400,000.00	APPLE INC 3.25 02/23/2026		6,500.00	6,500.00
02/25/2025	Coupon	05593AAC3	31,439.64	BMWLT 2023-1 A3 5.16 11/25/2025		5.86	5.86
02/25/2025	Effective Maturity	05593AAC3	31,439.64	BMWLT 2023-1 A3 5.16 11/25/2025	1,363.37		1,363.37
02/25/2025	Coupon	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026		230.62	230.62
02/25/2025	Principal Paydown	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026	11,655.84		11,655.84
02/25/2025	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,113.56	1,113.56

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/25/2025	Principal Paydown	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026	876.55		876.55
02/25/2025	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
02/25/2025	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
02/25/2025	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
02/25/2025	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
02/25/2025	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
02/25/2025	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
02/25/2025	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
02/25/2025	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
02/26/2025	Coupon	17275RBQ4	170,000.00	CISCO SYSTEMS INC 4.8 02/26/2027		4,080.00	4,080.00
02/27/2025	Coupon	459058LK7	170,000.00	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 4.0 08/27/2026		3,400.00	3,400.00
02/28/2025	Coupon	9128284Z0	750,000.00	UNITED STATES TREASURY 2.75 08/31/2025		10,312.50	10,312.50
February 2025 Total					**600,870.44**	**70,590.51**	**671,460.95**
MARCH 2025							
03/07/2025	Coupon	24422EWB1	130,000.00	JOHN DEERE CAPITAL CORP 2.125 03/07/2025		1,381.25	1,381.25
03/07/2025	Final Maturity	24422EWB1	130,000.00	JOHN DEERE CAPITAL CORP 2.125 03/07/2025	130,000.00		130,000.00
03/10/2025	Coupon	3130ATS57	700,000.00	FEDERAL HOME LOAN BANKS 4.5 03/10/2028		15,750.00	15,750.00
03/10/2025	Coupon	57636QAW4	290,000.00	MASTERCARD INC 4.875 03/09/2028		7,068.75	7,068.75
03/10/2025	Coupon	931142EW9	80,000.00	WALMART INC 3.9 09/09/2025		1,560.00	1,560.00
03/17/2025	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 05/17/2027		522.63	522.63
03/17/2025	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
03/17/2025	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
03/17/2025	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
03/17/2025	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		405.27	405.27
03/17/2025	Principal Paydown	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028	4,757.99		4,757.99
03/17/2025	Coupon	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027		133.46	133.46
03/17/2025	Principal Paydown	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027	4,225.03		4,225.03
03/17/2025	Coupon	437076CR1	110,000.00	HOME DEPOT INC 4.0 09/15/2025		2,200.00	2,200.00
03/17/2025	Coupon	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026		61.26	61.26
03/17/2025	Principal Paydown	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026	6,655.11		6,655.11

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/17/2025	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		478.54	478.54
03/17/2025	Principal Paydown	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027	9,884.94		9,884.94
03/17/2025	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
03/17/2025	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
03/17/2025	Coupon	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026		52.50	52.50
03/17/2025	Principal Paydown	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026	3,410.00		3,410.00
03/17/2025	Coupon	47789QAC4	16,612.68	JDOT 2021-B A3 0.52 03/16/2026		1.53	1.53
03/17/2025	Principal Paydown	47789QAC4	16,612.68	JDOT 2021-B A3 0.52 03/16/2026	2,182.67		2,182.67
03/17/2025	Coupon	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027		208.91	208.91
03/17/2025	Principal Paydown	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027	6,094.83		6,094.83
03/17/2025	Coupon	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027		620.21	620.21
03/17/2025	Principal Paydown	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027	10,407.89		10,407.89
03/17/2025	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		291.50	291.50
03/17/2025	Principal Paydown	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027	4,863.04		4,863.04
03/17/2025	Coupon	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026		88.31	88.31
03/17/2025	Principal Paydown	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026	4,510.01		4,510.01
03/17/2025	Coupon	89238JAC9	21,436.66	TAOT 2021-D A3 0.71 04/15/2026		3.61	3.61
03/17/2025	Principal Paydown	89238JAC9	21,436.66	TAOT 2021-D A3 0.71 04/15/2026	2,240.57		2,240.57
03/17/2025	Coupon	91282CFK2	475,000.00	UNITED STATES TREASURY 3.5 09/15/2025		8,312.50	8,312.50
03/17/2025	Coupon	931142ER0	40,000.00	WALMART INC 1.05 09/17/2026		210.00	210.00
03/18/2025	Coupon	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026		135.82	135.82
03/18/2025	Principal Paydown	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026	5,463.31		5,463.31
03/18/2025	Coupon	857477CL5	365,000.00	STATE STREET CORP 4.993 03/18/2027		9,112.23	9,112.23
03/20/2025	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		318.75	318.75
03/20/2025	Principal Paydown	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026	5,919.20		5,919.20
03/21/2025	Coupon	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026		5.93	5.93
03/21/2025	Principal Paydown	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026	2,807.35		2,807.35
03/21/2025	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		242.73	242.73
03/21/2025	Principal Paydown	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027	4,319.49		4,319.49
03/25/2025	Coupon	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026		199.44	199.44
03/25/2025	Principal Paydown	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026	10,877.39		10,877.39
03/25/2025	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,111.56	1,111.56

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/25/2025	Principal Paydown	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026	13,204.72		13,204.72
03/25/2025	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
03/25/2025	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
03/25/2025	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
03/25/2025	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
03/25/2025	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
03/25/2025	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
03/25/2025	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
03/25/2025	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
03/31/2025	Coupon	9128286L9	750,000.00	UNITED STATES TREASURY 2.25 03/31/2026		8,437.50	8,437.50
03/31/2025	Coupon	912828YG9	300,000.00	UNITED STATES TREASURY 1.625 09/30/2026		2,437.50	2,437.50
03/31/2025	Coupon	912828ZF0	350,000.00	UNITED STATES TREASURY 0.5 03/31/2025		875.00	875.00
03/31/2025	Final Maturity	912828ZF0	350,000.00	UNITED STATES TREASURY 0.5 03/31/2025	350,000.00		350,000.00
03/31/2025	Coupon	91282CEF4	750,000.00	UNITED STATES TREASURY 2.5 03/31/2027		9,375.00	9,375.00
03/31/2025	Coupon	91282CFM8	570,000.00	UNITED STATES TREASURY 4.125 09/30/2027		11,756.25	11,756.25
March 2025 Total					**581,823.53**	**96,094.05**	**677,917.58**
APRIL 2025							
04/07/2025	Coupon	89115A2W1	400,000.00	TORONTO-DOMINION BANK 4.98 04/05/2027		9,960.00	9,960.00
04/15/2025	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 05/17/2027		522.63	522.63
04/15/2025	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
04/15/2025	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
04/15/2025	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
04/15/2025	Coupon	20030NCS8	400,000.00	COMCAST CORP 3.95 10/15/2025		7,900.00	7,900.00
04/15/2025	Coupon	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026		50.83	50.83
04/15/2025	Principal Paydown	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026	6,730.75		6,730.75
04/15/2025	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		440.81	440.81
04/15/2025	Principal Paydown	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027	10,281.74		10,281.74
04/15/2025	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
04/15/2025	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
04/15/2025	Coupon	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026		45.91	45.91
04/15/2025	Principal Paydown	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026	4,336.22		4,336.22
04/15/2025	Coupon	47789QAC4	16,612.68	JDOT 2021-B A3 0.52 03/16/2026		0.58	0.58

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/15/2025	Effective Maturity	47789QAC4	16,612.68	JDOT 2021-B A3 0.52 03/16/2026	1,345.16		1,345.16
04/15/2025	Coupon	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027		189.91	189.91
04/15/2025	Principal Paydown	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027	8,152.45		8,152.45
04/15/2025	Coupon	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027		576.07	576.07
04/15/2025	Principal Paydown	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027	12,404.62		12,404.62
04/15/2025	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		273.22	273.22
04/15/2025	Principal Paydown	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027	5,075.59		5,075.59
04/15/2025	Coupon	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026		77.30	77.30
04/15/2025	Principal Paydown	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026	4,633.68		4,633.68
04/15/2025	Coupon	89238JAC9	21,436.66	TAOT 2021-D A3 0.71 04/15/2026		2.28	2.28
04/15/2025	Principal Paydown	89238JAC9	21,436.66	TAOT 2021-D A3 0.71 04/15/2026	2,270.25		2,270.25
04/15/2025	Coupon	91282CEH0	450,000.00	UNITED STATES TREASURY 2.625 04/15/2025		5,906.25	5,906.25
04/15/2025	Final Maturity	91282CEH0	450,000.00	UNITED STATES TREASURY 2.625 04/15/2025	450,000.00		450,000.00
04/15/2025	Coupon	91282CFP1	550,000.00	UNITED STATES TREASURY 4.25 10/15/2025		11,687.50	11,687.50
04/16/2025	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		387.55	387.55
04/16/2025	Principal Paydown	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028	6,726.66		6,726.66
04/16/2025	Coupon	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027		120.65	120.65
04/16/2025	Principal Paydown	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027	4,354.04		4,354.04
04/18/2025	Coupon	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026		118.84	118.84
04/18/2025	Principal Paydown	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026	5,548.94		5,548.94
04/21/2025	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		292.21	292.21
04/21/2025	Principal Paydown	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026	10,026.96		10,026.96
04/21/2025	Coupon	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026		3.87	3.87
04/21/2025	Principal Paydown	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026	2,816.82		2,816.82
04/21/2025	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		224.59	224.59
04/21/2025	Principal Paydown	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027	4,440.72		4,440.72
04/25/2025	Coupon	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026		170.34	170.34
04/25/2025	Principal Paydown	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026	10,895.66		10,895.66
04/25/2025	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,081.35	1,081.35
04/25/2025	Principal Paydown	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026	882.29		882.29
04/25/2025	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
04/25/2025	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/25/2025	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
04/25/2025	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
04/25/2025	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
04/25/2025	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
04/25/2025	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
04/25/2025	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
April 2025 Total					**550,922.54**	**52,768.82**	**603,691.35**
MAY 2025							
05/01/2025	Coupon	74456QBU9	300,000.00	PUBLIC SERVICE ELECTRIC AND GAS CO 3.7 05/01/2028		5,550.00	5,550.00
05/07/2025	Coupon	3135G06G3	350,000.00	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.5 11/07/2025		875.00	875.00
05/12/2025	Coupon	665859AW4	450,000.00	NORTHERN TRUST CORP 4.0 05/10/2027		9,000.00	9,000.00
05/13/2025	Coupon	63743HFK3	390,000.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 5.6 11/13/2026		10,920.00	10,920.00
05/14/2025	Coupon	14913UAL4	405,000.00	CATERPILLAR FINANCIAL SERVICES CORP 5.0 05/14/2027		10,125.00	10,125.00
05/15/2025	Coupon	02582JJT8	185,000.00	AMXCA 2022-2 A 05/17/2027		522.63	522.63
05/15/2025	Final Maturity	02582JJT8	185,000.00	AMXCA 2022-2 A 05/17/2027	185,000.00		185,000.00
05/15/2025	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
05/15/2025	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
05/15/2025	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
05/15/2025	Coupon	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026		40.29	40.29
05/15/2025	Principal Paydown	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026	6,471.70		6,471.70
05/15/2025	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		401.57	401.57
05/15/2025	Principal Paydown	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027	9,845.49		9,845.49
05/15/2025	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
05/15/2025	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
05/15/2025	Coupon	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026		37.52	37.52
05/15/2025	Principal Paydown	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026	3,979.98		3,979.98
05/15/2025	Coupon	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027		164.50	164.50
05/15/2025	Principal Paydown	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027	7,195.95		7,195.95

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/15/2025	Coupon	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027		523.45	523.45
05/15/2025	Principal Paydown	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027	10,870.72		10,870.72
05/15/2025	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		254.14	254.14
05/15/2025	Principal Paydown	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027	4,858.51		4,858.51
05/15/2025	Coupon	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026		65.98	65.98
05/15/2025	Principal Paydown	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026	4,475.83		4,475.83
05/15/2025	Coupon	89238JAC9	21,436.66	TAOT 2021-D A3 0.71 04/15/2026		0.94	0.94
05/15/2025	Effective Maturity	89238JAC9	21,436.66	TAOT 2021-D A3 0.71 04/15/2026	1,584.43		1,584.43
05/15/2025	Coupon	9128283F5	800,000.00	UNITED STATES TREASURY 2.25 11/15/2027		9,000.00	9,000.00
05/15/2025	Coupon	912828R36	250,000.00	UNITED STATES TREASURY 1.625 05/15/2026		2,031.25	2,031.25
05/15/2025	Coupon	912828U24	625,000.00	UNITED STATES TREASURY 2.0 11/15/2026		6,250.00	6,250.00
05/15/2025	Coupon	912828X88	350,000.00	UNITED STATES TREASURY 2.375 05/15/2027		4,156.25	4,156.25
05/16/2025	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		362.49	362.49
05/16/2025	Principal Paydown	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028	6,421.64		6,421.64
05/16/2025	Coupon	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027		107.44	107.44
05/16/2025	Principal Paydown	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027	4,168.64		4,168.64
05/16/2025	Coupon	89236TMF9	400,000.00	TOYOTA MOTOR CREDIT CORP 5.05 05/16/2029		10,100.00	10,100.00
05/19/2025	Coupon	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026		101.59	101.59
05/19/2025	Principal Paydown	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026	5,352.05		5,352.05
05/19/2025	Coupon	58933YBH7	90,000.00	MERCK & CO INC 4.05 05/17/2028		1,822.50	1,822.50
05/20/2025	Coupon	3133ERFJ5	330,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 05/20/2027		7,425.00	7,425.00
05/20/2025	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		247.26	247.26
05/20/2025	Principal Paydown	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026	9,462.82		9,462.82
05/21/2025	Coupon	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026		1.81	1.81
05/21/2025	Effective Maturity	43815GAC3	30,367.98	HAROT 2021-4 A3 0.88 01/21/2026	2,466.69		2,466.69
05/21/2025	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		205.94	205.94
05/21/2025	Principal Paydown	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027	4,273.61		4,273.61
05/26/2025	Coupon	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026		141.19	141.19
05/26/2025	Principal Paydown	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026	10,459.15		10,459.15
05/26/2025	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,079.33	1,079.33
05/26/2025	Principal Paydown	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026	942.95		942.95

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/26/2025	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
05/26/2025	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
05/26/2025	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
05/26/2025	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
05/26/2025	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75
05/26/2025	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
05/26/2025	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
05/26/2025	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
May 2025 Total					**277,830.16**	**94,249.21**	**372,079.37**
JUNE 2025							
06/02/2025	Coupon	912828ZT0	365,000.00	UNITED STATES TREASURY 0.25 05/31/2025		456.25	456.25
06/02/2025	Final Maturity	912828ZT0	365,000.00	UNITED STATES TREASURY 0.25 05/31/2025	365,000.00		365,000.00
06/02/2025	Coupon	91282CAZ4	750,000.00	UNITED STATES TREASURY 0.375 11/30/2025		1,406.25	1,406.25
06/09/2025	Coupon	3133ERGL9	450,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 06/07/2028		10,125.00	10,125.00
06/11/2025	Coupon	89115A2V3	160,000.00	TORONTO-DOMINION BANK 5.264 12/11/2026		4,211.20	4,211.20
06/16/2025	Coupon	02582JJZ4	125,000.00	AMXCA 2023-1 A 4.87 05/15/2028		507.29	507.29
06/16/2025	Coupon	02582JKD1	340,000.00	AMXCA 2023-3 A 5.23 09/15/2028		1,481.83	1,481.83
06/16/2025	Coupon	161571HT4	340,000.00	CHAIT 2023-1 A 5.16 09/15/2028		1,462.00	1,462.00
06/16/2025	Coupon	3133EPN50	650,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.25 12/15/2028		13,812.50	13,812.50
06/16/2025	Coupon	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028		338.57	338.57
06/16/2025	Principal Paydown	362583AD8	115,000.00	GMCAR 2023-2 A3 4.47 02/16/2028	6,304.74		6,304.74
06/16/2025	Coupon	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027		94.80	94.80
06/16/2025	Principal Paydown	36265WAD5	75,691.76	GMCAR 2022-3 A3 3.64 04/16/2027	4,093.00		4,093.00
06/16/2025	Coupon	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026		30.15	30.15
06/16/2025	Principal Paydown	43815BAC4	84,446.26	HAROT 2022-1 A3 1.88 05/15/2026	6,310.77		6,310.77
06/16/2025	Coupon	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027		363.99	363.99
06/16/2025	Principal Paydown	448979AD6	155,000.00	HART 2023-A A3 4.58 04/15/2027	9,653.74		9,653.74
06/16/2025	Coupon	44934QAD3	90,000.00	HART 2024-B A3 4.84 03/15/2029		363.00	363.00
06/16/2025	Coupon	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028		1,415.67	1,415.67
06/16/2025	Principal Paydown	47787CAC7	310,000.00	JDOT 2023-C A3 5.48 05/15/2028	14,397.50		14,397.50

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/16/2025	Coupon	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026		29.83	29.83
06/16/2025	Principal Paydown	47787JAC2	60,371.39	JDOT 2022 A3 0.36 09/15/2026	3,220.47		3,220.47
06/16/2025	Coupon	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027		142.08	142.08
06/16/2025	Principal Paydown	47800AAC4	106,717.23	JDOT 2022-B A3 3.74 02/16/2027	4,556.90		4,556.90
06/16/2025	Coupon	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027		477.34	477.34
06/16/2025	Principal Paydown	47800BAC2	209,430.27	JDOT 2022-C A3 5.09 06/15/2027	9,392.50		9,392.50
06/16/2025	Coupon	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027		235.88	235.88
06/16/2025	Principal Paydown	58770AAC7	105,000.00	MBART 2023-1 A3 4.51 11/15/2027	4,767.09		4,767.09
06/16/2025	Coupon	63743HFE7	95,000.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.45 06/15/2025		1,638.75	1,638.75
06/16/2025	Final Maturity	63743HFE7	95,000.00	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.45 06/15/2025	95,000.00		95,000.00
06/16/2025	Coupon	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026		55.05	55.05
06/16/2025	Principal Paydown	89238FAD5	68,628.01	TAOT 2022-B A3 2.93 09/15/2026	4,395.64		4,395.64
06/16/2025	Coupon	91282CEU1	500,000.00	UNITED STATES TREASURY 2.875 06/15/2025		7,187.50	7,187.50
06/16/2025	Final Maturity	91282CEU1	500,000.00	UNITED STATES TREASURY 2.875 06/15/2025	500,000.00		500,000.00
06/16/2025	Coupon	91282CJP7	300,000.00	UNITED STATES TREASURY 4.375 12/15/2026		6,562.50	6,562.50
06/18/2025	Coupon	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026		84.95	84.95
06/18/2025	Principal Paydown	43815PAC3	80,077.43	HAROT 2022-2 A3 3.73 07/20/2026	4,792.34		4,792.34
06/20/2025	Coupon	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026		204.83	204.83
06/20/2025	Principal Paydown	379929AD4	75,000.00	GMALT 2023-3 A3 5.38 11/20/2026	8,590.67		8,590.67
06/23/2025	Coupon	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027		187.99	187.99
06/23/2025	Principal Paydown	43815JAC7	70,000.00	HAROT 2023-1 A3 5.04 04/21/2027	4,190.66		4,190.66
06/25/2025	Coupon	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026		113.22	113.22
06/25/2025	Principal Paydown	05602RAD3	171,313.16	BMWOT 2022-A A3 3.21 08/25/2026	10,211.52		10,211.52
06/25/2025	Coupon	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026		1,077.17	1,077.17
06/25/2025	Principal Paydown	3137BNGT5	500,000.00	FHMS K-054 A2 2.745 01/25/2026	17,811.94		17,811.94
06/25/2025	Coupon	3137BVZ82	320,000.00	FHMS K-063 A2 3.43 01/25/2027		914.67	914.67
06/25/2025	Coupon	3137FEBQ2	500,000.00	FHMS K-072 A2 3.444 12/25/2027		1,435.00	1,435.00
06/25/2025	Coupon	3137FETN0	465,000.00	FHMS K-073 A2 3.35 01/25/2028		1,298.13	1,298.13
06/25/2025	Coupon	3137FHPJ6	325,000.00	FHMS K-080 A2 3.926 07/25/2028		1,063.29	1,063.29
06/25/2025	Coupon	3137FJEH8	155,000.00	FHMS K-081 A2 3.9 08/25/2028		503.75	503.75

CASH FLOW REPORT

City of Gardena Cons | Account #10647 | As of July 31, 2024

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/25/2025	Coupon	3137FJXV6	297,000.00	FHMS K-083 A2 4.05 09/25/2028		1,002.38	1,002.38
06/25/2025	Coupon	3137FJZ93	240,000.00	FHMS K-084 A2 3.78 10/25/2028		756.00	756.00
06/25/2025	Coupon	3137H4BY5	315,000.00	FHMS K-746 A2 2.031 09/25/2028		533.14	533.14
06/25/2025	Coupon	437076DC3	295,000.00	HOME DEPOT INC 4.75 06/25/2029		7,006.25	7,006.25
06/30/2025	Coupon	91282CGC9	500,000.00	UNITED STATES TREASURY 3.875 12/31/2027		9,687.50	9,687.50
June 2025 Total					**1,072,689.48**	**78,265.69**	**1,150,955.17**
Grand Total			**133,185,216.09**		**9,648,421.96**	**889,552.24**	**10,537,974.20**

IMPORTANT DISCLOSURES

Chandler Asset Management, Inc. ("Chandler") is an SEC registered investment adviser. For additional information about our firm, please see our current disclosures (Form ADV). To obtain a copy of our current disclosures, you may contact your client service representative by calling the number on the front of this statement or you may visit our website at www.chandlerasset.com.

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

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

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

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

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

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

CITY of GARDENA

Report No. P-2024-14

TO: THE HONORABLE MAYOR AND CITY COUNCIL

SUBJECT: PERSONNEL REPORT

1. Request City Council approval to revise the City's Classification and Compensation Plan (*Attachment 1*) to add the new Classification of *Crime Analyst* (*Job Description attached; (Attachment 2*) to Schedule 55 ($6,759 - $8,627/month). The position will be located in the Police Department.

2. Report the Promotional Appointment of ***NATHALIE PEREZ,*** to the position of Human Resources Technician, Schedule 48 ($5,685 - $7,254/month) with the Administrative Services Department, effective July 22, 2024.

3. Report the separation of ***ISAAC ARMIJO,*** Park Maintenance Worker II, with the Public Works Department, effective August 15, 2024. Mr. Armijo provided 3.4 years of service to the City.

4. Report the Recruitment for the Open/Competitive position of Deputy City Treasurer (Administrative Services Department). This recruitment is open until filled.

5. Report the Recruitment for the Open/Competitive position of Human Resources Coordinator (Administrative Services Department). This recruitment is open until filled.

6. Report the Recruitment for the Open/Competitive position of Police Officer/Lateral (Police Department). This is a continuous recruitment.

7. Report the Recruitment for the Open/Competitive position of Police Trainee (Police Department). This is a continuous recruitment.

8. Report the Recruitment for the Open/Competitive position of Right-of-Way Maintenance Worker-PT (Public Works Department). This recruitment is scheduled to close September 11, 2024.

9. Report the Recruitment for the Open/Competitive position of Activity Coordinator (Recreation and Human Services Department). This is a continuous recruitment.

10. Report the Recruitment for the Open/Competitive position of Recreation Leader I/II (Recreation and Human Services Department). This is a continuous recruitment.

11. Report the Recruitment for the Open/Competitive position of Relief Bus Operator Trainee (Transportation Department). This recruitment is scheduled to closed September 5, 2024.

12. Report the Recruitment for the Open/Competitive position of Transit Mechanic (Transportation Department). This recruitment is open until filled.

13. Report the Recruitment for the Open/Competitive position of Transportation Operations Supervisor (Transportation Department). This recruitment is open until filled.

CITY OF GARDENA
CLASSIFICATION AND COMPENSATION PLAN
Effective September 10, 2024

Add New Classification: Crime Analyst (Schedule 55)

5 Recreation Instructor

HOURLY RANGE 20.00 - 35.00

6 Clerical Aide I
6 Police Aide

STEP	*4*	*6*
ANNUAL	32,400.00	35,724.00
MONTHLY	2,700.00	2,977.00
BI-WEEKLY	1,246.15	1,374.00
HOURLY	15.5769	17.1750

7 Peer Advocate Counselor II
7 Storeroom Aide

STEP	*6*
ANNUAL	34,908.00
MONTHLY	2,909.00
BI-WEEKLY	1,342.62
HOURLY	16.7827

8 Community Aide I

STEP	*5*	*6*
ANNUAL	34,068.00	35,772.00
MONTHLY	2,839.00	2,981.00
BI-WEEKLY	1,310.31	1,375.85
HOURLY	16.3788	17.1981

13

STEP	*5*	*6*
ANNUAL	34,956.00	36,708.00
MONTHLY	2,913.00	3,059.00
BI-WEEKLY	1,344.46	1,411.85
HOURLY	16.8058	17.6481

14 Pool Cashier

STEP	*4*	*5*	*6*
ANNUAL	34,116.00	35,820.00	37,608.00
MONTHLY	2,843.00	2,985.00	3,134.00
BI-WEEKLY	1,312.15	1,377.69	1,446.46
HOURLY	16.4019	17.2212	18.0808

15

STEP	*4*	*5*	*6*
ANNUAL	34,980.00	36,732.00	38,568.00
MONTHLY	2,915.00	3,061.00	3,214.00
BI-WEEKLY	1,345.38	1,412.77	1,483.38
HOURLY	16.8173	17.6596	18.5423

16

STEP	[redacted]	*3*	*4*	*5*	*6*
ANNUAL		34,152.00	35,856.00	37,644.00	39,528.00
MONTHLY		2,846.00	2,988.00	3,137.00	3,294.00
BI-WEEKLY		1,313.54	1,379.08	1,447.85	1,520.31
HOURLY		16.4192	17.2385	18.0981	19.0038

17 Clerk Typist

STEP	[redacted]	*3*	*4*	*5*	*6*
ANNUAL		35,004.00	36,756.00	38,592.00	40,524.00
MONTHLY		2,917.00	3,063.00	3,216.00	3,377.00
BI-WEEKLY		1,346.31	1,413.69	1,484.31	1,558.62
HOURLY		16.8288	17.6712	18.5538	19.4827

18

STEP	[redacted]	*2*	*3*	*4*	*5*	*6*
ANNUAL		34,176.00	35,880.00	37,680.00	39,564.00	41,544.00
MONTHLY		2,848.00	2,990.00	3,140.00	3,297.00	3,462.00
BI-WEEKLY		1,314.46	1,380.00	1,449.23	1,521.69	1,597.85
HOURLY		16.4308	17.2500	18.1154	19.0212	19.9731

19

STEP	[redacted]	*2*	*3*	*4*	*5*	*6*
ANNUAL		35,016.00	36,768.00	38,604.00	40,536.00	42,564.00
MONTHLY		2,918.00	3,064.00	3,217.00	3,378.00	3,547.00
BI-WEEKLY		1,346.77	1,414.15	1,484.77	1,559.08	1,637.08
HOURLY		16.8346	17.6769	18.5596	19.4885	20.4635

20

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	34,188.00	35,892.00	37,692.00	39,576.00	41,556.00	43,632.00
MONTHLY	2,849.00	2,991.00	3,141.00	3,298.00	3,463.00	3,636.00
BI-WEEKLY	1,314.92	1,380.46	1,449.69	1,522.15	1,598.31	1,678.15
HOURLY	16.4365	17.2558	18.1212	19.0269	19.9788	20.9769

21 Police Cadet

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	35,028.00	36,780.00	38,616.00	40,548.00	42,576.00	44,700.00
MONTHLY	2,919.00	3,065.00	3,218.00	3,379.00	3,548.00	3,725.00
BI-WEEKLY	1,347.23	1,414.62	1,485.23	1,559.54	1,637.54	1,719.23
HOURLY	16.8404	17.6827	18.5654	19.4942	20.4692	21.4904

22 FCC Program Assistant I
22 Geriatric Aide
22 Human Services Aide
22 Lifeguard/Instructor
22 Recreation Leader I

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	35,904.00	37,704.00	39,588.00	41,568.00	43,644.00	45,828.00
MONTHLY	2,992.00	3,142.00	3,299.00	3,464.00	3,637.00	3,819.00
BI-WEEKLY	1,380.92	1,450.15	1,522.62	1,598.77	1,678.62	1,762.62
HOURLY	17.2615	18.1269	19.0327	19.9846	20.9827	22.0327

23 Community Aide II

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	36,804.00	38,640.00	40,572.00	42,600.00	44,736.00	46,968.00
MONTHLY	3,067.00	3,220.00	3,381.00	3,550.00	3,728.00	3,914.00
BI-WEEKLY	1,415.54	1,486.15	1,560.46	1,638.46	1,720.62	1,806.46
HOURLY	17.6942	18.5769	19.5058	20.4808	21.5077	22.5808

24

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	37,728.00	39,612.00	41,592.00	43,668.00	45,852.00	48,144.00
MONTHLY	3,144.00	3,301.00	3,466.00	3,639.00	3,821.00	4,012.00
BI-WEEKLY	1,451.08	1,523.54	1,599.69	1,679.54	1,763.54	1,851.69
HOURLY	18.1385	19.0442	19.9962	20.9942	22.0442	23.1462

25

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	38,676.00	40,608.00	42,636.00	44,772.00	47,016.00	49,368.00
MONTHLY	3,223.00	3,384.00	3,553.00	3,731.00	3,918.00	4,114.00
BI-WEEKLY	1,487.54	1,561.85	1,639.85	1,722.00	1,808.31	1,898.77
HOURLY	18.5942	19.5231	20.4981	21.5250	22.6038	23.7346

26 Pool Supervisor

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	39,636.00	41,616.00	43,692.00	45,876.00	48,168.00	50,580.00
MONTHLY	3,303.00	3,468.00	3,641.00	3,823.00	4,014.00	4,215.00
BI-WEEKLY	1,524.46	1,600.62	1,680.46	1,764.46	1,852.62	1,945.38
HOURLY	19.0558	20.0077	21.0058	22.0558	23.1577	24.3173

27

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	40,620.00	42,648.00	44,784.00	47,028.00	49,380.00	51,852.00
MONTHLY	3,385.00	3,554.00	3,732.00	3,919.00	4,115.00	4,321.00
BI-WEEKLY	1,562.31	1,640.31	1,722.46	1,808.77	1,899.23	1,994.31
HOURLY	19.5288	20.5038	21.5308	22.6096	23.7404	24.9288

28 Meal Services Coordinator
28 Police Assistant
28 Recreation Leader II

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	41,628.00	43,704.00	45,888.00	48,180.00	50,592.00	53,124.00
MONTHLY	3,469.00	3,642.00	3,824.00	4,015.00	4,216.00	4,427.00
BI-WEEKLY	1,601.08	1,680.92	1,764.92	1,853.08	1,945.85	2,043.23
HOURLY	20.0135	21.0115	22.0615	23.1635	24.3231	25.5404

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

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	42,672.00	44,808.00	47,052.00	49,404.00	51,876.00	54,468.00
MONTHLY	3,556.00	3,734.00	3,921.00	4,117.00	4,323.00	4,539.00
BI-WEEKLY	1,641.23	1,723.38	1,809.69	1,900.15	1,995.23	2,094.92
HOURLY	20.5154	21.5423	22.6212	23.7519	24.9404	26.1865

30 Certified Nursing Assistant
30 Custodian I
30 FCC Education Assistant II
30 FCC Program Assistant II
30 Office Specialist

	1	*2*	*3*	*4*	*5*	*6*
ANNUAL	43,728.00	45,912.00	48,204.00	50,616.00	53,148.00	55,800.00
MONTHLY	3,644.00	3,826.00	4,017.00	4,218.00	4,429.00	4,650.00
BI-WEEKLY	1,681.85	1,765.85	1,854.00	1,946.77	2,044.15	2,146.15
HOURLY	21.0231	22.0731	23.1750	24.3346	25.5519	26.8269

31 On-Demand (Micro/Paratransit) Operator
31 Paratransit Driver

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	44,832.00	47,076.00	49,428.00	51,900.00	54,492.00	57,216.00
MONTHLY	3,736.00	3,923.00	4,119.00	4,325.00	4,541.00	4,768.00
BI-WEEKLY	1,724.31	1,810.62	1,901.08	1,996.15	2,095.85	2,200.62
HOURLY	21.5538	22.6327	23.7635	24.9519	26.1981	27.5077

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

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	45,948.00	48,240.00	50,652.00	53,184.00	55,848.00	58,644.00
MONTHLY	3,829.00	4,020.00	4,221.00	4,432.00	4,654.00	4,887.00
BI-WEEKLY	1,767.23	1,855.38	1,948.15	2,045.54	2,148.00	2,255.54
HOURLY	22.0904	23.1923	24.3519	25.5692	26.8500	28.1942

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

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	47,100.00	49,452.00	51,924.00	54,516.00	57,240.00	60,108.00
MONTHLY	3,925.00	4,121.00	4,327.00	4,543.00	4,770.00	5,009.00
BI-WEEKLY	1,811.54	1,902.00	1,997.08	2,096.77	2,201.54	2,311.85
HOURLY	22.6442	23.7750	24.9635	26.2096	27.5192	28.8981

34 Custodian II
34 Graffiti Technician
34 On-Demand Transit Dispatcher
34 Paratransit Dispatcher
34 Park Maintenance Worker I

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	48,276.00	50,688.00	53,220.00	55,884.00	58,680.00	61,620.00
MONTHLY	4,023.00	4,224.00	4,435.00	4,657.00	4,890.00	5,135.00
BI-WEEKLY	1,856.77	1,949.54	2,046.92	2,149.38	2,256.92	2,370.00
HOURLY	23.2096	24.3692	25.5865	26.8673	28.2115	29.6250

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

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	49,488.00	51,960.00	54,564.00	57,288.00	60,156.00	63,168.00
MONTHLY	4,124.00	4,330.00	4,547.00	4,774.00	5,013.00	5,264.00
BI-WEEKLY	1,903.38	1,998.46	2,098.62	2,203.38	2,313.69	2,429.54
HOURLY	23.7923	24.9808	26.2327	27.5423	28.9212	30.3692

36 Court Liaison
36 Intermediate Clerk Typist

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	50,724.00	53,256.00	55,920.00	58,716.00	61,656.00	64,740.00
MONTHLY	4,227.00	4,438.00	4,660.00	4,893.00	5,138.00	5,395.00
BI-WEEKLY	1,950.92	2,048.31	2,150.77	2,258.31	2,371.38	2,490.00
HOURLY	24.3865	25.6038	26.8846	28.2288	29.6423	31.1250

37 Nutrition Services Coordinator
37 Relief Bus Operator

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	51,996.00	54,600.00	57,336.00	60,204.00	63,216.00	66,372.00
MONTHLY	4,333.00	4,550.00	4,778.00	5,017.00	5,268.00	5,531.00
BI-WEEKLY	1,999.85	2,100.00	2,205.23	2,315.54	2,431.38	2,552.77
HOURLY	24.9981	26.2500	27.5654	28.9442	30.3923	31.9096

38 Activity Coordinator
38 Equipment Utility Worker II
38 Homeless Coordinator
38 Police Records Technician I
38 Police Service Technician
38 Purchasing Clerk
38 Senior Account Clerk
38 Senior Clerk Typist

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	53,292.00	55,956.00	58,752.00	61,692.00	64,776.00	68,016.00
MONTHLY	4,441.00	4,663.00	4,896.00	5,141.00	5,398.00	5,668.00
BI-WEEKLY	2,049.69	2,152.15	2,259.69	2,372.77	2,491.38	2,616.00
HOURLY	25.6212	26.9019	28.2462	29.6596	31.1423	32.7000

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

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	54,624.00	57,360.00	60,228.00	63,240.00	66,408.00	69,732.00
MONTHLY	4,552.00	4,780.00	5,019.00	5,270.00	5,534.00	5,811.00
BI-WEEKLY	2,100.92	2,206.15	2,316.46	2,432.31	2,554.15	2,682.00
HOURLY	26.2615	27.5769	28.9558	30.4038	31.9269	33.5250

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

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	55,980.00	58,776.00	61,716.00	64,800.00	68,040.00	71,448.00
MONTHLY	4,665.00	4,898.00	5,143.00	5,400.00	5,670.00	5,954.00
BI-WEEKLY	2,153.08	2,260.62	2,373.69	2,492.31	2,616.92	2,748.00
HOURLY	26.9135	28.2577	29.6712	31.1538	32.7115	34.3500

41 Deputy City Clerk I
41 Permit/Licensing Technician I

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	57,384.00	60,252.00	63,264.00	66,432.00	69,756.00	73,248.00
MONTHLY	4,782.00	5,021.00	5,272.00	5,536.00	5,813.00	6,104.00
BI-WEEKLY	2,207.08	2,317.38	2,433.23	2,555.08	2,682.92	2,817.23
HOURLY	27.5885	28.9673	30.4154	31.9385	33.5365	35.2154

42 Community Center Coordinator
42 Community Services Officer
42 Human Services Coordinator
42 Police Records Technician II
42 Police Service Officer
42 Recreation Coordinator
42 Secretary
42 Tree Trimmer I

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	58,824.00	61,764.00	64,848.00	68,088.00	71,496.00	75,072.00
MONTHLY	4,902.00	5,147.00	5,404.00	5,674.00	5,958.00	6,256.00
BI-WEEKLY	2,262.46	2,375.54	2,494.15	2,618.77	2,749.85	2,887.38
HOURLY	28.2808	29.6942	31.1769	32.7346	34.3731	36.0923

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

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	60,288.00	63,300.00	66,468.00	69,792.00	73,284.00	76,944.00
MONTHLY	5,024.00	5,275.00	5,539.00	5,816.00	6,107.00	6,412.00
BI-WEEKLY	2,318.77	2,434.62	2,556.46	2,684.31	2,818.62	2,959.38
HOURLY	28.9846	30.4327	31.9558	33.5538	35.2327	36.9923

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

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	61,800.00	64,896.00	68,136.00	71,544.00	75,120.00	78,876.00
MONTHLY	5,150.00	5,408.00	5,678.00	5,962.00	6,260.00	6,573.00
BI-WEEKLY	2,376.92	2,496.00	2,620.62	2,751.69	2,889.23	3,033.69
HOURLY	29.7115	31.2000	32.7577	34.3962	36.1154	37.9212

45 Street Sweeper Operator

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	63,348.00	66,516.00	69,840.00	73,332.00	77,004.00	80,856.00
MONTHLY	5,279.00	5,543.00	5,820.00	6,111.00	6,417.00	6,738.00
BI-WEEKLY	2,436.46	2,558.31	2,686.15	2,820.46	2,961.69	3,109.85
HOURLY	30.4558	31.9788	33.5769	35.2558	37.0212	38.8731

46 Heavy Equipment Operator
46 Street Traffic Painter

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	64,932.00	68,184.00	71,592.00	75,168.00	78,924.00	82,872.00
MONTHLY	5,411.00	5,682.00	5,966.00	6,264.00	6,577.00	6,906.00
BI-WEEKLY	2,497.38	2,622.46	2,753.54	2,891.08	3,035.54	3,187.38
HOURLY	31.2173	32.7808	34.4192	36.1385	37.9442	39.8423

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

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	66,552.00	69,876.00	73,368.00	77,040.00	80,892.00	84,936.00
MONTHLY	5,546.00	5,823.00	6,114.00	6,420.00	6,741.00	7,078.00
BI-WEEKLY	2,559.69	2,687.54	2,821.85	2,963.08	3,111.23	3,266.77
HOURLY	31.9962	33.5942	35.2731	37.0385	38.8904	40.8346

48 Custodian-Lead
48 Financial Services Technician
48 Human Resources Technician
48 Junior Accountant
48 Property and Evidence Technician

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	68,220.00	71,628.00	75,204.00	78,960.00	82,908.00	87,048.00
MONTHLY	5,685.00	5,969.00	6,267.00	6,580.00	6,909.00	7,254.00
BI-WEEKLY	2,623.85	2,754.92	2,892.46	3,036.92	3,188.77	3,348.00
HOURLY	32.7981	34.4365	36.1558	37.9615	39.8596	41.8500

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

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	69,924.00	73,416.00	77,088.00	80,940.00	84,984.00	89,232.00
MONTHLY	5,827.00	6,118.00	6,424.00	6,745.00	7,082.00	7,436.00
BI-WEEKLY	2,689.38	2,823.69	2,964.92	3,113.08	3,268.62	3,432.00
HOURLY	33.6173	35.2962	37.0615	38.9135	40.8577	42.9000

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

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	71,676.00	75,264.00	79,032.00	82,980.00	87,132.00	91,488.00
MONTHLY	5,973.00	6,272.00	6,586.00	6,915.00	7,261.00	7,624.00
BI-WEEKLY	2,756.77	2,894.77	3,039.69	3,191.54	3,351.23	3,518.77
HOURLY	34.4596	36.1846	37.9962	39.8942	41.8904	43.9846

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

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	73,464.00	77,136.00	80,988.00	85,032.00	89,280.00	93,744.00
MONTHLY	6,122.00	6,428.00	6,749.00	7,086.00	7,440.00	7,812.00
BI-WEEKLY	2,825.54	2,966.77	3,114.92	3,270.46	3,433.85	3,605.54
HOURLY	35.3192	37.0846	38.9365	40.8808	42.9231	45.0692

52 Payroll Specialist

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	75,300.00	79,068.00	83,016.00	87,168.00	91,524.00	96,096.00
MONTHLY	6,275.00	6,589.00	6,918.00	7,264.00	7,627.00	8,008.00
BI-WEEKLY	2,896.15	3,041.08	3,192.92	3,352.62	3,520.15	3,696.00
HOURLY	36.2019	38.0135	39.9115	41.9077	44.0019	46.2000

53 Code Enforcement Officer
53 FCC Education Coordinator
53 Park Maintenance Lead
53 Public Works Inspector
53 Public Works Lead
53 Transit Operations Training Coordinator

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	77,184.00	81,048.00	85,104.00	89,364.00	93,828.00	98,520.00
MONTHLY	6,432.00	6,754.00	7,092.00	7,447.00	7,819.00	8,210.00
BI-WEEKLY	2,968.62	3,117.23	3,273.23	3,437.08	3,608.77	3,789.23
HOURLY	37.1077	38.9654	40.9154	42.9635	45.1096	47.3654

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

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	79,128.00	83,088.00	87,240.00	91,608.00	96,192.00	101,004.00
MONTHLY	6,594.00	6,924.00	7,270.00	7,634.00	8,016.00	8,417.00
BI-WEEKLY	3,043.38	3,195.69	3,355.38	3,523.38	3,699.69	3,884.77
HOURLY	38.0423	39.9462	41.9423	44.0423	46.2462	48.5596

55 Crime Analyst
55 Electrical/Signal Technician II

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	81,108.00	85,164.00	89,424.00	93,900.00	98,592.00	103,524.00
MONTHLY	6,759.00	7,097.00	7,452.00	7,825.00	8,216.00	8,627.00
BI-WEEKLY	3,119.54	3,275.54	3,439.38	3,611.54	3,792.00	3,981.69
HOURLY	38.9942	40.9442	42.9923	45.1442	47.4000	49.7712

56 Administrative Coordinator
56 Assistant Engineer
56 FCC Program Coordinator

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	83,124.00	87,276.00	91,644.00	96,228.00	101,040.00	106,092.00
MONTHLY	6,927.00	7,273.00	7,637.00	8,019.00	8,420.00	8,841.00
BI-WEEKLY	3,197.08	3,356.77	3,524.77	3,701.08	3,886.15	4,080.46
HOURLY	39.9635	41.9596	44.0596	46.2635	48.5769	51.0058

57 Communications Liaison Officer
57 Senior Accountant

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	85,212.00	89,472.00	93,948.00	98,640.00	103,572.00	108,756.00
MONTHLY	7,101.00	7,456.00	7,829.00	8,220.00	8,631.00	9,063.00
BI-WEEKLY	3,277.38	3,441.23	3,613.38	3,793.85	3,983.54	4,182.92
HOURLY	40.9673	43.0154	45.1673	47.4231	49.7942	52.2865

58 Associate Planner
58 Code Enforcement Supervisor

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	87,348.00	91,716.00	96,300.00	101,112.00	106,164.00	111,468.00
MONTHLY	7,279.00	7,643.00	8,025.00	8,426.00	8,847.00	9,289.00
BI-WEEKLY	3,359.54	3,527.54	3,703.85	3,888.92	4,083.23	4,287.23
HOURLY	41.9942	44.0942	46.2981	48.6115	51.0404	53.5904

59 Administrative Support Services Supervisor

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	89,532.00	94,008.00	98,712.00	103,644.00	108,828.00	114,264.00
MONTHLY	7,461.00	7,834.00	8,226.00	8,637.00	9,069.00	9,522.00
BI-WEEKLY	3,443.54	3,615.69	3,796.62	3,986.31	4,185.69	4,394.77
HOURLY	43.0442	45.1962	47.4577	49.8288	52.3212	54.9346

60

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	91,764.00	96,348.00	101,160.00	106,224.00	111,540.00	117,120.00
MONTHLY	7,647.00	8,029.00	8,430.00	8,852.00	9,295.00	9,760.00
BI-WEEKLY	3,529.38	3,705.69	3,890.77	4,085.54	4,290.00	4,504.62

HOURLY	44.1173	46.3212	48.6346	51.0692	53.6250	56.3077

61 Administrative Analyst III
61 Associate Engineer
61 Information Technology Systems Analyst - Transit
61 Transit Planning and Scheduling Analyst

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	94,056.00	98,760.00	103,704.00	108,888.00	114,336.00	120,048.00
MONTHLY	7,838.00	8,230.00	8,642.00	9,074.00	9,528.00	10,004.00
BI-WEEKLY	3,617.54	3,798.46	3,988.62	4,188.00	4,397.54	4,617.23
HOURLY	45.2192	47.4808	49.8577	52.3500	54.9692	57.7154

62 Information Technology Supervisor

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	96,408.00	101,232.00	106,296.00	111,612.00	117,192.00	123,048.00
MONTHLY	8,034.00	8,436.00	8,858.00	9,301.00	9,766.00	10,254.00
BI-WEEKLY	3,708.00	3,893.54	4,088.31	4,292.77	4,507.38	4,732.62
HOURLY	46.3500	48.6692	51.1038	53.6596	56.3423	59.1577

63

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	98,820.00	103,764.00	108,948.00	114,396.00	120,120.00	126,132.00
MONTHLY	8,235.00	8,647.00	9,079.00	9,533.00	10,010.00	10,511.00
BI-WEEKLY	3,800.77	3,990.92	4,190.31	4,399.85	4,620.00	4,851.23
HOURLY	47.5096	49.8865	52.3788	54.9981	57.7500	60.6404

64

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	101,292.00	106,356.00	111,672.00	117,252.00	123,120.00	129,276.00
MONTHLY	8,441.00	8,863.00	9,306.00	9,771.00	10,260.00	10,773.00
BI-WEEKLY	3,895.85	4,090.62	4,295.08	4,509.69	4,735.38	4,972.15
HOURLY	48.6981	51.1327	53.6885	56.3712	59.1923	62.1519

65

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	103,824.00	109,020.00	114,468.00	120,192.00	126,204.00	132,516.00
MONTHLY	8,652.00	9,085.00	9,539.00	10,016.00	10,517.00	11,043.00
BI-WEEKLY	3,993.23	4,193.08	4,402.62	4,622.77	4,854.00	5,096.77
HOURLY	49.9154	52.4135	55.0327	57.7846	60.6750	63.7096

66 Civil Engineer

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	106,416.00	111,732.00	117,324.00	123,192.00	129,348.00	135,816.00
MONTHLY	8,868.00	9,311.00	9,777.00	10,266.00	10,779.00	11,318.00
BI-WEEKLY	4,092.92	4,297.38	4,512.46	4,738.15	4,974.92	5,223.69
HOURLY	51.1615	53.7173	56.4058	59.2269	62.1865	65.2962

67

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	109,080.00	114,540.00	120,264.00	126,276.00	132,588.00	139,212.00
MONTHLY	9,090.00	9,545.00	10,022.00	10,523.00	11,049.00	11,601.00
BI-WEEKLY	4,195.38	4,405.38	4,625.54	4,856.77	5,099.54	5,354.31
HOURLY	52.4423	55.0673	57.8192	60.7096	63.7442	66.9288

90 Bus Operator

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	59,424.00	62,400.00	65,520.00	68,796.00	72,240.00	75,852.00
MONTHLY	4,952.00	5,200.00	5,460.00	5,733.00	6,020.00	6,321.00
BI-WEEKLY	2,285.54	2400.00	2520.00	2,646.00	2,778.46	2,917.38
HOURLY	28.5692	30.0000	31.5000	33.0750	34.7308	36.4673
Specialty - 5%	247.60	260.00	273.00	286.65	301.00	316.05

104

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	63,600.00	66,780.00	70,116.00	73,620.00	77,304.00	81,168.00
MONTHLY	5,300.00	5,565.00	5,843.00	6,135.00	6,442.00	6,764.00
BI-WEEKLY	2,446.15	2,568.46	2,696.77	2,831.54	2,973.23	3,121.85
HOURLY	30.5769	32.1058	33.7096	35.3942	37.1654	39.0231
Lgy Bonus 20	132.50	139.13	146.08	153.38	161.05	169.10
Lgy Bonus 25	265.00	278.25	292.15	306.75	322.10	338.20
Lgy Bonus 30	397.50	417.38	438.23	460.13	483.15	507.30

105

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	65,184.00	68,448.00	71,868.00	75,456.00	79,224.00	83,184.00
MONTHLY	5,432.00	5,704.00	5,989.00	6,288.00	6,602.00	6,932.00
BI-WEEKLY	2,507.08	2632.62	2764.15	2902.15	3047.08	3199.38
HOURLY	31.3385	32.9077	34.5519	36.2769	38.0885	39.9923
Lgy Bonus 20	135.80	142.60	149.73	157.20	165.05	173.30
Lgy Bonus 25	271.60	285.20	299.45	314.40	330.10	346.60
Lgy Bonus 30	407.40	427.80	449.18	471.60	495.15	519.90

106

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	66,816.00	70,152.00	73,656.00	77,340.00	81,204.00	85,260.00
MONTHLY	5,568.00	5,846.00	6,138.00	6,445.00	6,767.00	7,105.00
BI-WEEKLY	2,569.85	2,698.15	2,832.92	2,974.62	3,123.23	3,279.23
HOURLY	32.1231	33.7269	35.4115	37.1827	39.0404	40.9904
Lgy Bonus 20	139.20	146.15	153.45	161.13	169.18	177.63
Lgy Bonus 25	278.40	292.30	306.90	322.25	338.35	355.25
Lgy Bonus 30	417.60	438.45	460.35	483.38	507.53	532.88

107

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	68,496.00	71,916.00	75,516.00	79,296.00	83,256.00	87,420.00
MONTHLY	5,708.00	5,993.00	6,293.00	6,608.00	6,938.00	7,285.00
BI-WEEKLY	2,634.46	2,766.00	2,904.46	3,049.85	3,202.15	3,362.31
HOURLY	32.9308	34.5750	36.3058	38.1231	40.0269	42.0288
Lgy Bonus 20	142.70	149.83	157.33	165.20	173.45	182.13
Lgy Bonus 25	285.40	299.65	314.65	330.40	346.90	364.25
Lgy Bonus 30	428.10	449.48	471.98	495.60	520.35	546.38

108 Economic Development Analyst

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	70,200.00	73,716.00	77,400.00	81,276.00	85,344.00	89,616.00
MONTHLY	5,850.00	6,143.00	6,450.00	6,773.00	7,112.00	7,468.00
BI-WEEKLY	2,700.00	2,835.23	2,976.92	3,126.00	3,282.46	3,446.77
HOURLY	33.7500	35.4404	37.2115	39.0750	41.0308	43.0846
Lgy Bonus 20	146.25	153.58	161.25	169.33	177.80	186.70
Lgy Bonus 25	292.50	307.15	322.50	338.65	355.60	373.40
Lgy Bonus 30	438.75	460.73	483.75	507.98	533.40	560.10

109

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	71,964.00	75,564.00	79,344.00	83,316.00	87,480.00	91,860.00
MONTHLY	5,997.00	6,297.00	6,612.00	6,943.00	7,290.00	7,655.00
BI-WEEKLY	2,767.85	2,906.31	3,051.69	3,204.46	3,364.62	3,533.08
HOURLY	34.5981	36.3288	38.1462	40.0558	42.0577	44.1635
Lgy Bonus 20	149.93	157.43	165.30	173.58	182.25	191.38
Lgy Bonus 25	299.85	314.85	330.60	347.15	364.50	382.75
Lgy Bonus 30	449.78	472.28	495.90	520.73	546.75	574.13

110

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	73,752.00	77,436.00	81,312.00	85,380.00	89,652.00	94,140.00
MONTHLY	6,146.00	6,453.00	6,776.00	7,115.00	7,471.00	7,845.00
BI-WEEKLY	2,836.62	2,978.31	3,127.38	3,283.85	3,448.15	3,620.77
HOURLY	35.4577	37.2288	39.0923	41.0481	43.1019	45.2596
Lgy Bonus 20	153.65	161.33	169.40	177.88	186.78	196.13
Lgy Bonus 25	307.30	322.65	338.80	355.75	373.55	392.25
Lgy Bonus 30	460.95	483.98	508.20	533.63	560.33	588.38

111

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	75,600.00	79,380.00	83,352.00	87,516.00	91,896.00	96,492.00
MONTHLY	6,300.00	6,615.00	6,946.00	7,293.00	7,658.00	8,041.00
BI-WEEKLY	2,907.69	3,053.08	3,205.85	3,366.00	3,534.46	3,711.23
HOURLY	36.3462	38.1635	40.0731	42.0750	44.1808	46.3904
Lgy Bonus 20	157.50	165.38	173.65	182.33	191.45	201.03
Lgy Bonus 25	315.00	330.75	347.30	364.65	382.90	402.05
Lgy Bonus 30	472.50	496.13	520.95	546.98	574.35	603.08

112

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	77,508.00	81,384.00	85,452.00	89,724.00	94,212.00	98,928.00
MONTHLY	6,459.00	6,782.00	7,121.00	7,477.00	7,851.00	8,244.00
BI-WEEKLY	2,981.08	3,130.15	3,286.62	3,450.92	3,623.54	3,804.92
HOURLY	37.2635	39.1269	41.0827	43.1365	45.2942	47.5615
Lgy Bonus 20	161.48	169.55	178.03	186.93	196.28	206.10
Lgy Bonus 25	322.95	339.10	356.05	373.85	392.55	412.20
Lgy Bonus 30	484.43	508.65	534.08	560.78	588.83	618.30

113

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	79,452.00	83,424.00	87,600.00	91,980.00	96,576.00	101,400.00
MONTHLY	6,621.00	6,952.00	7,300.00	7,665.00	8,048.00	8,450.00
BI-WEEKLY	3,055.85	3,208.62	3,369.23	3,537.69	3,714.46	3,900.00
HOURLY	38.1981	40.1077	42.1154	44.2212	46.4308	48.7500
Lgy Bonus 20	165.53	173.80	182.50	191.63	201.20	211.25
Lgy Bonus 25	331.05	347.60	365.00	383.25	402.40	422.50
Lgy Bonus 30	496.58	521.40	547.50	574.88	603.60	633.75

114

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	81,432.00	85,500.00	89,772.00	94,260.00	98,976.00	103,920.00
MONTHLY	6,786.00	7,125.00	7,481.00	7,855.00	8,248.00	8,660.00
BI-WEEKLY	3,132.00	3,288.46	3,452.77	3,625.38	3,806.77	3,996.92
HOURLY	39.1500	41.1058	43.1596	45.3173	47.5846	49.9615
Lgy Bonus 20	169.65	178.13	187.03	196.38	206.20	216.50
Lgy Bonus 25	339.30	356.25	374.05	392.75	412.40	433.00
Lgy Bonus 30	508.95	534.38	561.08	589.13	618.60	649.50

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

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	83,472.00	87,648.00	92,028.00	96,624.00	101,460.00	106,536.00
MONTHLY	6,956.00	7,304.00	7,669.00	8,052.00	8,455.00	8,878.00
BI-WEEKLY	3,210.46	3,371.08	3,539.54	3,716.31	3,902.31	4,097.54
HOURLY	40.1308	42.1385	44.2442	46.4538	48.7788	51.2192
Lgy Bonus 20	173.90	182.60	191.73	201.30	211.38	221.95
Lgy Bonus 25	347.80	365.20	383.45	402.60	422.75	443.90
Lgy Bonus 30	521.70	547.80	575.18	603.90	634.13	665.85

116

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	85,548.00	89,820.00	94,308.00	99,024.00	103,980.00	109,176.00
MONTHLY	7,129.00	7,485.00	7,859.00	8,252.00	8,665.00	9,098.00
BI-WEEKLY	3,290.31	3,454.62	3,627.23	3,808.62	3,999.23	4,199.08
HOURLY	41.1288	43.1827	45.3404	47.6077	49.9904	52.4885
Lgy Bonus 20	178.23	187.13	196.48	206.30	216.63	227.45
Lgy Bonus 25	356.45	374.25	392.95	412.60	433.25	454.90
Lgy Bonus 30	534.68	561.38	589.43	618.90	649.88	682.35

117 Transportation Operations Supervisor

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	87,684.00	92,064.00	96,672.00	101,508.00	106,584.00	111,912.00
MONTHLY	7,307.00	7,672.00	8,056.00	8,459.00	8,882.00	9,326.00
BI-WEEKLY	3,372.46	3,540.92	3,718.15	3,904.15	4,099.38	4,304.31
HOURLY	42.1558	44.2615	46.4769	48.8019	51.2423	53.8038
Lgy Bonus 20	182.68	191.80	201.40	211.48	222.05	233.15
Lgy Bonus 25	365.35	383.60	402.80	422.95	444.10	466.30
Lgy Bonus 30	548.03	575.40	604.20	634.43	666.15	699.45

118 Administrative Management Analyst I

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	89,880.00	94,380.00	99,096.00	104,052.00	109,260.00	114,720.00
MONTHLY	7,490.00	7,865.00	8,258.00	8,671.00	9,105.00	9,560.00
BI-WEEKLY	3,456.92	3,630.00	3,811.38	4,002.00	4,202.31	4,412.31
HOURLY	43.2115	45.3750	47.6423	50.0250	52.5288	55.1538
Lgy Bonus 20	187.25	196.63	206.45	216.78	227.63	239.00
Lgy Bonus 25	374.50	393.25	412.90	433.55	455.25	478.00
Lgy Bonus 30	561.75	589.88	619.35	650.33	682.88	717.00

119 Accountant/Cost Accountant
119 Fleet Maintenance Supervisor
119 Transit Administrative Supervisor
119 Transit Training and Safety Supervisor

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	92,124.00	96,732.00	101,568.00	106,644.00	111,972.00	117,576.00
MONTHLY	7,677.00	8,061.00	8,464.00	8,887.00	9,331.00	9,798.00
BI-WEEKLY	3,543.23	3,720.46	3,906.46	4,101.69	4,306.62	4,522.15
HOURLY	44.2904	46.5058	48.8308	51.2712	53.8327	56.5269
Lgy Bonus 20	191.93	201.53	211.60	222.18	233.28	244.95
Lgy Bonus 25	383.85	403.05	423.20	444.35	466.55	489.90
Lgy Bonus 30	575.78	604.58	634.80	666.53	699.83	734.85

120 Administrative Management Analyst II
120 Executive Office Assistant

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	94,440.00	99,168.00	104,124.00	109,332.00	114,804.00	120,540.00
MONTHLY	7,870.00	8,264.00	8,677.00	9,111.00	9,567.00	10,045.00
BI-WEEKLY	3,632.31	3,814.15	4,004.77	4,205.08	4,415.54	4,636.15
HOURLY	45.4038	47.6769	50.0596	52.5635	55.1942	57.9519
Lgy Bonus 20	196.75	206.60	216.93	227.78	239.18	251.13
Lgy Bonus 25	393.50	413.20	433.85	455.55	478.35	502.25
Lgy Bonus 30	590.25	619.80	650.78	683.33	717.53	753.38

121

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	96,792.00	101,628.00	106,704.00	112,044.00	117,648.00	123,528.00
MONTHLY	8,066.00	8,469.00	8,892.00	9,337.00	9,804.00	10,294.00
BI-WEEKLY	3,722.77	3,908.77	4,104.00	4,309.38	4,524.92	4,751.08
HOURLY	46.5346	48.8596	51.3000	53.8673	56.5615	59.3885
Lgy Bonus 20	201.65	211.73	222.30	233.43	245.10	257.35
Lgy Bonus 25	403.30	423.45	444.60	466.85	490.20	514.70
Lgy Bonus 30	604.95	635.18	666.90	700.28	735.30	772.05

122 Facilities Maintenance Supervisor
122 Senior Human Resources Analyst
122 Senior Planner

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	99,216.00	104,172.00	109,380.00	114,852.00	120,600.00	126,636.00
MONTHLY	8,268.00	8,681.00	9,115.00	9,571.00	10,050.00	10,553.00
BI-WEEKLY	3,816.00	4,006.62	4,206.92	4,417.38	4,638.46	4,870.62
HOURLY	47.7000	50.0827	52.5865	55.2173	57.9808	60.8827
Lgy Bonus 20	206.70	217.03	227.88	239.28	251.25	263.83
Lgy Bonus 25	413.40	434.05	455.75	478.55	502.50	527.65
Lgy Bonus 30	620.10	651.08	683.63	717.83	753.75	791.48

123

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	101,700.00	106,788.00	112,128.00	117,732.00	123,624.00	129,804.00
MONTHLY	8,475.00	8,899.00	9,344.00	9,811.00	10,302.00	10,817.00
BI-WEEKLY	3,911.54	4,107.23	4,312.62	4,528.15	4,754.77	4,992.46
HOURLY	48.8942	51.3404	53.9077	56.6019	59.4346	62.4058
Lgy Bonus 20	211.88	222.48	233.60	245.28	257.55	270.43
Lgy Bonus 25	423.75	444.95	467.20	490.55	515.10	540.85
Lgy Bonus 30	635.63	667.43	700.80	735.83	772.65	811.28

124 Assistant Transit Operations Manager
124 Senior Administrative Analyst
124 Transit Training and Safety Manager

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	104,244.00	109,452.00	114,924.00	120,672.00	126,708.00	133,044.00
MONTHLY	8,687.00	9,121.00	9,577.00	10,056.00	10,559.00	11,087.00
BI-WEEKLY	4,009.38	4,209.69	4,420.15	4,641.23	4,873.38	5,117.08
HOURLY	50.1173	52.6212	55.2519	58.0154	60.9173	63.9635
Lgy Bonus 20	217.18	228.03	239.43	251.40	263.98	277.18
Lgy Bonus 25	434.35	456.05	478.85	502.80	527.95	554.35
Lgy Bonus 30	651.53	684.08	718.28	754.20	791.93	831.53

125 Public Information Officer

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	106,848.00	112,188.00	117,792.00	123,684.00	129,864.00	136,356.00
MONTHLY	8,904.00	9,349.00	9,816.00	10,307.00	10,822.00	11,363.00
BI-WEEKLY	4,109.54	4,314.92	4,530.46	4,757.08	4,994.77	5,244.46
HOURLY	51.3692	53.9365	56.6308	59.4635	62.4346	65.5558
Lgy Bonus 20	222.60	233.73	245.40	257.68	270.55	284.08
Lgy Bonus 25	445.20	467.45	490.80	515.35	541.10	568.15
Lgy Bonus 30	667.80	701.18	736.20	773.03	811.65	852.23

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

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	109,524.00	114,996.00	120,744.00	126,780.00	133,116.00	139,776.00
MONTHLY	9,127.00	9,583.00	10,062.00	10,565.00	11,093.00	11,648.00
BI-WEEKLY	4,212.46	4,422.92	4,644.00	4,876.15	5,119.85	5,376.00
HOURLY	52.6558	55.2865	58.0500	60.9519	63.9981	67.2000
Lgy Bonus 20	228.18	239.58	251.55	264.13	277.33	291.20
Lgy Bonus 25	456.35	479.15	503.10	528.25	554.65	582.40
Lgy Bonus 30	684.53	718.73	754.65	792.38	831.98	873.60

127

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	112,260.00	117,876.00	123,768.00	129,960.00	136,464.00	143,292.00
MONTHLY	9,355.00	9,823.00	10,314.00	10,830.00	11,372.00	11,941.00
BI-WEEKLY	4,317.69	4,533.69	4,760.31	4,998.46	5,248.62	5,511.23
HOURLY	53.9712	56.6712	59.5038	62.4808	65.6077	68.8904
Lgy Bonus 20	233.88	245.58	257.85	270.75	284.30	298.53
Lgy Bonus 25	467.75	491.15	515.70	541.50	568.60	597.05
Lgy Bonus 30	701.63	736.73	773.55	812.25	852.90	895.58

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

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	115,068.00	120,816.00	126,852.00	133,200.00	139,860.00	146,856.00
MONTHLY	9,589.00	10,068.00	10,571.00	11,100.00	11,655.00	12,238.00
BI-WEEKLY	4,425.69	4,646.77	4,878.92	5,123.08	5,379.23	5,648.31
HOURLY	55.3212	58.0846	60.9865	64.0385	67.2404	70.6038
Lgy Bonus 20	239.73	251.70	264.28	277.50	291.38	305.95
Lgy Bonus 25	479.45	503.40	528.55	555.00	582.75	611.90
Lgy Bonus 30	719.18	755.10	792.83	832.50	874.13	917.85

129

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	117,948.00	123,840.00	130,032.00	136,536.00	143,364.00	150,528.00
MONTHLY	9,829.00	10,320.00	10,836.00	11,378.00	11,947.00	12,544.00
BI-WEEKLY	4,536.46	4,763.08	5,001.23	5,251.38	5,514.00	5,789.54
HOURLY	56.7058	59.5385	62.5154	65.6423	68.9250	72.3692
Lgy Bonus 20	245.73	258.00	270.90	284.45	298.68	313.60
Lgy Bonus 25	491.45	516.00	541.80	568.90	597.35	627.20
Lgy Bonus 30	737.18	774.00	812.70	853.35	896.03	940.80

130 Accounting/Finance Manager
130 Information Technology Manager
130 Park Maintenance Superintendent
130 Recreation Program Administrator
130 Revenue and Purchasing Manager
130 Street Maintenance Superintendent

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	120,888.00	126,936.00	133,284.00	139,944.00	146,940.00	154,284.00
MONTHLY	10,074.00	10,578.00	11,107.00	11,662.00	12,245.00	12,857.00
BI-WEEKLY	4,649.54	4,882.15	5,126.31	5,382.46	5,651.54	5,934.00
HOURLY	58.1192	61.0269	64.0788	67.2808	70.6442	74.1750
Lgy Bonus 20	251.85	264.45	277.68	291.55	306.13	321.43
Lgy Bonus 25	503.70	528.90	555.35	583.10	612.25	642.85
Lgy Bonus 30	755.55	793.35	833.03	874.65	918.38	964.28

131 Plan Check Engineer
131 Transit Operations Manager

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	123,912.00	130,104.00	136,608.00	143,436.00	150,612.00	158,148.00
MONTHLY	10,326.00	10,842.00	11,384.00	11,953.00	12,551.00	13,179.00
BI-WEEKLY	4,765.85	5,004.00	5,254.15	5,516.77	5,792.77	6,082.62
HOURLY	59.5731	62.5500	65.6769	68.9596	72.4096	76.0327
Lgy Bonus 20	258.15	271.05	284.60	298.83	313.78	329.48
Lgy Bonus 25	516.30	542.10	569.20	597.65	627.55	658.95
Lgy Bonus 30	774.45	813.15	853.80	896.48	941.33	988.43

132 FCC Therapist/Trainer II

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	127,008.00	133,356.00	140,028.00	147,024.00	154,380.00	162,096.00
MONTHLY	10,584.00	11,113.00	11,669.00	12,252.00	12,865.00	13,508.00
BI-WEEKLY	4,884.92	5,129.08	5,385.69	5,654.77	5,937.69	6,234.46
HOURLY	61.0615	64.1135	67.3212	70.6846	74.2212	77.9308
Lgy Bonus 20	264.60	277.83	291.73	306.30	321.63	337.70
Lgy Bonus 25	529.20	555.65	583.45	612.60	643.25	675.40
Lgy Bonus 30	793.80	833.48	875.18	918.90	964.88	1013.10

133 Human Resources Manager
133 Public Works Superintendent

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	130,176.00	136,680.00	143,520.00	150,696.00	158,232.00	166,140.00
MONTHLY	10,848.00	11,390.00	11,960.00	12,558.00	13,186.00	13,845.00
BI-WEEKLY	5,006.77	5,256.92	5,520.00	5,796.00	6,085.85	6,390.00
HOURLY	62.5846	65.7115	69.0000	72.4500	76.0731	79.8750
Lgy Bonus 20	271.20	284.75	299.00	313.95	329.65	346.13
Lgy Bonus 25	542.40	569.50	598.00	627.90	659.30	692.25
Lgy Bonus 30	813.60	854.25	897.00	941.85	988.95	1038.38

134 Assistant to the City Manager

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	133,440.00	140,112.00	147,120.00	154,476.00	162,204.00	170,316.00
MONTHLY	11,120.00	11,676.00	12,260.00	12,873.00	13,517.00	14,193.00
BI-WEEKLY	5,132.31	5,388.92	5,658.46	5,941.38	6,238.62	6,550.62
HOURLY	64.1538	67.3615	70.7308	74.2673	77.9827	81.8827
Lgy Bonus 20	278.00	291.90	306.50	321.83	337.93	354.83
Lgy Bonus 25	556.00	583.80	613.00	643.65	675.85	709.65
Lgy Bonus 30	834.00	875.70	919.50	965.48	1013.78	1064.48

135

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	136,764.00	143,604.00	150,780.00	158,316.00	166,236.00	174,552.00
MONTHLY	11,397.00	11,967.00	12,565.00	13,193.00	13,853.00	14,546.00
BI-WEEKLY	5,260.15	5,523.23	5,799.23	6,089.08	6,393.69	6,713.54
HOURLY	65.7519	69.0404	72.4904	76.1135	79.9212	83.9192
Lgy Bonus 20	284.93	299.18	314.13	329.83	346.33	363.65
Lgy Bonus 25	569.85	598.35	628.25	659.65	692.65	727.30
Lgy Bonus 30	854.78	897.53	942.38	989.48	1038.98	1090.95

136

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	140,184.00	147,192.00	154,548.00	162,276.00	170,388.00	178,908.00
MONTHLY	11,682.00	12,266.00	12,879.00	13,523.00	14,199.00	14,909.00
BI-WEEKLY	5,391.69	5,661.23	5,944.15	6,241.38	6,553.38	6,881.08
HOURLY	67.3962	70.7654	74.3019	78.0173	81.9173	86.0135
Lgy Bonus 20	292.05	306.65	321.98	338.08	354.98	372.73
Lgy Bonus 25	584.10	613.30	643.95	676.15	709.95	745.45
Lgy Bonus 30	876.15	919.95	965.93	1014.23	1064.93	1118.18

137

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	143,700.00	150,888.00	158,436.00	166,356.00	174,672.00	183,408.00
MONTHLY	11,975.00	12,574.00	13,203.00	13,863.00	14,556.00	15,284.00
BI-WEEKLY	5,526.92	5,803.38	6,093.69	6,398.31	6,718.15	7,054.15
HOURLY	69.0865	72.5423	76.1712	79.9788	83.9769	88.1769
Lgy Bonus 20	299.38	314.35	330.08	346.58	363.90	382.10
Lgy Bonus 25	598.75	628.70	660.15	693.15	727.80	764.20
Lgy Bonus 30	898.13	943.05	990.23	1039.73	1091.70	1146.30

138 Chief Fiscal Officer
138 Principal Civil Engineer
138 Transit Administrative Officer
138 Transit Operations Officer

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	147,288.00	154,656.00	162,384.00	170,508.00	179,028.00	187,980.00
MONTHLY	12,274.00	12,888.00	13,532.00	14,209.00	14,919.00	15,665.00
BI-WEEKLY	5,664.92	5,948.31	6,245.54	6,558.00	6,885.69	7,230.00
HOURLY	70.8115	74.3538	78.0692	81.9750	86.0712	90.3750
Lgy Bonus 20	306.85	322.20	338.30	355.23	372.98	391.63
Lgy Bonus 25	613.70	644.40	676.60	710.45	745.95	783.25
Lgy Bonus 30	920.55	966.60	1014.90	1065.68	1118.93	1174.88

139

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	150,972.00	158,520.00	166,452.00	174,780.00	183,516.00	192,696.00
MONTHLY	12,581.00	13,210.00	13,871.00	14,565.00	15,293.00	16,058.00
BI-WEEKLY	5,806.62	6,096.92	6,402.00	6,722.31	7,058.31	7,411.38
HOURLY	72.5827	76.2115	80.0250	84.0288	88.2288	92.6423
Lgy Bonus 20	314.53	330.25	346.78	364.13	382.33	401.45
Lgy Bonus 25	629.05	660.50	693.55	728.25	764.65	802.90
Lgy Bonus 30	943.58	990.75	1040.33	1092.38	1146.98	1204.35

140

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	154,740.00	162,480.00	170,604.00	179,136.00	188,088.00	197,496.00
MONTHLY	12,895.00	13,540.00	14,217.00	14,928.00	15,674.00	16,458.00
BI-WEEKLY	5,951.54	6,249.23	6,561.69	6,889.85	7,234.15	7,596.00
HOURLY	74.3942	78.1154	82.0212	86.1231	90.4269	94.9500
Lgy Bonus 20	322.38	338.50	355.43	373.20	391.85	411.45
Lgy Bonus 25	644.75	677.00	710.85	746.40	783.70	822.90
Lgy Bonus 30	967.13	1015.50	1066.28	1119.60	1175.55	1234.35

141 Assistant Director of Transportation
141 Assistant Public Works Director/City Engineer

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	158,604.00	166,536.00	174,864.00	183,612.00	192,792.00	202,428.00
MONTHLY	13,217.00	13,878.00	14,572.00	15,301.00	16,066.00	16,869.00
BI-WEEKLY	6,100.15	6,405.23	6,725.54	7,062.00	7,415.08	7,785.69
HOURLY	76.2519	80.0654	84.0692	88.2750	92.6885	97.3212
Lgy Bonus 20	330.43	346.95	364.30	382.53	401.65	421.73
Lgy Bonus 25	660.85	693.90	728.60	765.05	803.30	843.45
Lgy Bonus 30	991.28	1040.85	1092.90	1147.58	1204.95	1265.18

142

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	162,576.00	170,700.00	179,232.00	188,196.00	197,604.00	207,480.00
MONTHLY	13,548.00	14,225.00	14,936.00	15,683.00	16,467.00	17,290.00
BI-WEEKLY	6,252.92	6,565.38	6,893.54	7,238.31	7,600.15	7,980.00
HOURLY	78.1615	82.0673	86.1692	90.4788	95.0019	99.7500
Lgy Bonus 20	338.70	355.63	373.40	392.08	411.68	432.25
Lgy Bonus 25	677.40	711.25	746.80	784.15	823.35	864.50
Lgy Bonus 30	1016.10	1066.88	1120.20	1176.23	1235.03	1296.75

143

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	166,644.00	174,972.00	183,720.00	192,912.00	202,560.00	212,688.00
MONTHLY	13,887.00	14,581.00	15,310.00	16,076.00	16,880.00	17,724.00
BI-WEEKLY	6,409.38	6,729.69	7,066.15	7,419.69	7,790.77	8,180.31
HOURLY	80.1173	84.1212	88.3269	92.7462	97.3846	102.2538
Lgy Bonus 20	347.18	364.53	382.75	401.90	422.00	443.10
Lgy Bonus 25	694.35	729.05	765.50	803.80	844.00	886.20
Lgy Bonus 30	1041.53	1093.58	1148.25	1205.70	1266.00	1329.30

144

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	170,808.00	179,352.00	188,316.00	197,736.00	207,624.00	218,004.00
MONTHLY	14,234.00	14,946.00	15,693.00	16,478.00	17,302.00	18,167.00
BI-WEEKLY	6,569.54	6,898.15	7,242.92	7,605.23	7,985.54	8,384.77
HOURLY	82.1192	86.2269	90.5365	95.0654	99.8192	104.8096
Lgy Bonus 20	355.85	373.65	392.33	411.95	432.55	454.18
Lgy Bonus 25	711.70	747.30	784.65	823.90	865.10	908.35
Lgy Bonus 30	1067.55	1120.95	1176.98	1235.85	1297.65	1362.53

145

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	175,080.00	183,840.00	193,032.00	202,680.00	212,820.00	223,464.00
MONTHLY	14,590.00	15,320.00	16,086.00	16,890.00	17,735.00	18,622.00
BI-WEEKLY	6,733.85	7,070.77	7,424.31	7,795.38	8,185.38	8,594.77
HOURLY	84.1731	88.3846	92.8038	97.4423	102.3173	107.4346
Lgy Bonus 20	364.75	383.00	402.15	422.25	443.38	465.55
Lgy Bonus 25	729.50	766.00	804.30	844.50	886.75	931.10
Lgy Bonus 30	1094.25	1149.00	1206.45	1266.75	1330.13	1396.65

146

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	179,460.00	188,436.00	197,856.00	207,744.00	218,136.00	229,044.00
MONTHLY	14,955.00	15,703.00	16,488.00	17,312.00	18,178.00	19,087.00
BI-WEEKLY	6,902.31	7,247.54	7,609.85	7,990.15	8,389.85	8,809.38
HOURLY	86.2788	90.5942	95.1231	99.8769	104.8731	110.1173
Lgy Bonus 20	373.88	392.58	412.20	432.80	454.45	477.18
Lgy Bonus 25	747.75	785.15	824.40	865.60	908.90	954.35
Lgy Bonus 30	1121.63	1177.73	1236.60	1298.40	1363.35	1431.53

147

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	183,960.00	193,164.00	202,824.00	212,964.00	223,608.00	234,792.00
MONTHLY	15,330.00	16,097.00	16,902.00	17,747.00	18,634.00	19,566.00
BI-WEEKLY	7,075.38	7,429.38	7,800.92	8,190.92	8,600.31	9,030.46
HOURLY	88.4423	92.8673	97.5115	102.3865	107.5038	112.8808
Lgy Bonus 20	383.25	402.43	422.55	443.68	465.85	489.15
Lgy Bonus 25	766.50	804.85	845.10	887.35	931.70	978.30
Lgy Bonus 30	1149.75	1207.28	1267.65	1331.03	1397.55	1467.45

148

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	188,556.00	197,988.00	207,888.00	218,280.00	229,200.00	240,660.00
MONTHLY	15,713.00	16,499.00	17,324.00	18,190.00	19,100.00	20,055.00
BI-WEEKLY	7,252.15	7,614.92	7,995.69	8,395.38	8,815.38	9,256.15
HOURLY	90.6519	95.1865	99.9462	104.9423	110.1923	115.7019
Lgy Bonus 20	392.83	412.48	433.10	454.75	477.50	501.38
Lgy Bonus 25	785.65	824.95	866.20	909.50	955.00	1002.75
Lgy Bonus 30	1178.48	1237.43	1299.30	1364.25	1432.50	1504.13

149

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	193,272.00	202,932.00	213,084.00	223,740.00	234,924.00	246,672.00
MONTHLY	16,106.00	16,911.00	17,757.00	18,645.00	19,577.00	20,556.00
BI-WEEKLY	7,433.54	7,805.08	8,195.54	8,605.38	9,035.54	9,487.38
HOURLY	92.9192	97.5635	102.4442	107.5673	112.9442	118.5923
Lgy Bonus 20	402.65	422.78	443.93	466.13	489.43	513.90
Lgy Bonus 25	805.30	845.55	887.85	932.25	978.85	1027.80
Lgy Bonus 30	1207.95	1268.33	1331.78	1398.38	1468.28	1541.70

150 Joint Powers Authority Accountant

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

200 Police Trainee

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	83,124.00	-	-	-	-	-
MONTHLY	6,927.00	-	-	-	-	-
BI-WEEKLY	3,197.08	-	-	-	-	-
HOURLY	39.9635	-	-	-	-	-

201 Police Officer

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	97,788.00	102,660.00	107,808.00	113,184.00	118,860.00	124,800.00
MONTHLY	8,149.00	8,555.00	8,984.00	9,432.00	9,905.00	10,400.00
BI-WEEKLY	3,761.08	3,948.46	4,146.46	4,353.23	4,571.54	4,800.00
HOURLY	47.0135	49.3558	51.8308	54.4154	57.1442	60.0000
EDUCATIONAL INCENTIVE BONUS						
AA	1,303.96	1,303.96	1,303.96	1,303.96	1,303.96	1,303.96
BA	1,819.96	1,819.96	1,819.96	1,819.96	1,819.96	1,819.96
SPECIALIST	664.75	664.75	664.75	664.75	664.75	664.75
Lgy Bonus 7	365.00	365.00	365.00	365.00	365.00	365.00
Lgy Bonus 12	520.00	520.00	520.00	520.00	520.00	520.00
Lgy Bonus 20	927.45	947.75	969.20	991.60	1,015.25	1,040.00
Lgy Bonus 26	1,334.90	1,375.50	1,418.40	1,463.20	1,510.50	1,560.00

203 Police Sergeant

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	126,528.00	132,864.00	139,488.00	146,472.00	153,804.00	161,496.00
MONTHLY	10,544.00	11,072.00	11,624.00	12,206.00	12,817.00	13,458.00
BI-WEEKLY	4,866.46	5,110.15	5,364.92	5,633.54	5,915.54	6,211.38
HOURLY	60.8308	63.8769	67.0615	70.4192	73.9442	77.6423
EDUCATIONAL INCENTIVE BONUS						
AA	1,612.53	1,612.53	1,612.53	1,612.53	1,612.53	1,612.53
BA	2,230.53	2,230.53	2,230.53	2,230.53	2,230.53	2,230.53
SPECIAL DUTY PAY	420.00	420.00	420.00	420.00	420.00	420.00
Lgy Bonus 7	326.00	326.00	326.00	326.00	326.00	326.00
Lgy Bonus 12	520.00	520.00	520.00	520.00	520.00	520.00
Lgy Bonus 20	1,047.20	1,073.60	1,101.20	1,130.30	1,160.85	1,192.90
Lgy Bonus 26	$ 1,574.40	1,627.20	1,682.40	1,740.60	1,801.70	1,865.80

227 Police Lieutenant

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	162,720.00	170,856.00	179,400.00	188,376.00	197,796.00	207,684.00
MONTHLY	13,560.00	14,238.00	14,950.00	15,698.00	16,483.00	17,307.00
BI-WEEKLY	6,258.46	6,571.38	6,900.00	7,245.23	7,607.54	7,987.85
HOURLY	78.2308	82.1423	86.2500	90.5654	95.0942	99.8481
EDUCATIONAL INCENTIVE BONUS						
BA	1,766.44	1,837.84	1,912.84	1,991.56	2,074.24	2,161.00
CA POST Mgmt. Cert.	678.00	711.90	747.50	784.90	824.15	865.35
Lgy Bonus 20	678.00	711.90	747.50	784.90	824.15	865.35
Lgy Bonus 26	1,356.00	1,423.80	1,495.00	1,569.80	1,648.30	1,730.70
Mgmt Incentive Pay	1,288.20	1,352.61	1,420.25	1,491.31	1,565.89	1,644.17

231 Police Captain

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	193,476.00	203,148.00	213,300.00	223,968.00	235,164.00	246,924.00
MONTHLY	16,123.00	16,929.00	17,775.00	18,664.00	19,597.00	20,577.00
BI-WEEKLY	7,441.38	7,813.38	8,203.85	8,614.15	9,044.77	9,497.08
HOURLY	93.0173	97.6673	102.5481	107.6769	113.0596	118.7135
EDUCATIONAL INCENTIVE BONUS						
BA	2,036.08	2,120.92	2,209.96	2,303.56	2,401.84	2,505.04
CA POST Mgmt. Cert.	806.15	846.45	888.75	933.20	979.85	1,028.85
Lgy Bonus 20	806.15	846.45	888.75	933.20	979.85	1,028.85
Lgy Bonus 26	1,612.30	1,692.90	1,777.50	1,866.40	1,959.70	2,057.70
Mgmt Incentive Pay	1,531.69	1,608.26	1,688.63	1,773.08	1,861.72	1,954.82

301 Mayor

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	31,200.00					
MONTHLY	2,600.00					
BI-WEEKLY	1,200.00					
HOURLY	15.0000					

302 Councilmember

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	19,200.00					
MONTHLY	1,600.00					
BI-WEEKLY	738.46					
HOURLY	9.2308					

303 City Clerk

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

304 City Treasurer

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

305 Youth Commissioner

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

306 Gardena Beautification Commissioner
306 Gardena Economic Business Advisory Commissioner
306 Human Services Commissioner
306 Recreation Commissioner
306 Rent Mediation Board Member
306 Senior Citizens Commissioner

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

308 Planning Commissioner

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

330 Department Heads

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	183,084.00	192,240.00	201,852.00	211,944.00	222,540.00	233,664.00
MONTHLY	15,257.00	16,020.00	16,821.00	17,662.00	18,545.00	19,472.00
BI-WEEKLY	7,041.69	7,393.85	7,763.54	8,151.69	8,559.23	8,987.08
HOURLY	88.0212	92.4231	97.0442	101.8962	106.9904	112.3385
Lgy Bonus 20	381.43	400.50	420.53	441.55	463.63	486.80
Lgy Bonus 25	762.85	801.00	841.05	883.10	927.25	973.60
Lgy Bonus 30	1144.28	1201.50	1261.58	1324.65	1390.88	1460.40

335 Deputy City Manager

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	192,240.00	201,852.00	211,944.00	222,540.00	233,664.00	245,352.00
MONTHLY	16,020.00	16,821.00	17,662.00	18,545.00	19,472.00	20,446.00
BI-WEEKLY	7,393.85	7,763.54	8,151.69	8,559.23	8,987.08	9,436.62
HOURLY	92.4231	97.0442	101.8962	106.9904	112.3385	117.9577
Lgy Bonus 20	400.50	420.53	441.55	463.63	486.80	511.15
Lgy Bonus 25	801.00	841.05	883.10	927.25	973.60	1022.30
Lgy Bonus 30	1201.50	1261.58	1324.65	1390.88	1460.40	1533.45

339 Assistant City Manager

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	200,964.00	211,008.00	221,556.00	232,632.00	244,260.00	256,476.00
MONTHLY	16,747.00	17,584.00	18,463.00	19,386.00	20,355.00	21,373.00
BI-WEEKLY	7,729.38	8,115.69	8,521.38	8,947.38	9,394.62	9,864.46
HOURLY	96.6173	101.4462	106.5173	111.8423	117.4327	123.3058
Lgy Bonus 20	418.68	439.60	461.58	484.65	508.88	534.33
Lgy Bonus 25	837.35	879.20	923.15	969.30	1017.75	1068.65
Lgy Bonus 30	1256.03	1318.80	1384.73	1453.95	1526.63	1602.98

340 Police Chief

STEP	*1*
ANNUAL	279,531.16
MONTHLY	23,294.26
BI-WEEKLY	10,751.20
HOURLY	134.3900
Edu Incentive Pay	2,995.31
CA POST Exe Cert	2,329.43
Lgy Bonus 26	2,329.43
Mgmt Incentive Pay	2,212.96

350 City Manager

STEP	*1*
ANNUAL	324,010.00
MONTHLY	27,000.83
BI-WEEKLY	12,461.92
HOURLY	155.7740

CITY OF GARDENA
GARDENA, CA

CLASS SPECIFICATION
AUGUST 2024

CRIME ANALYST

(Job Summary)

Description

Under general direction, the Crime Analyst provides comprehensive analytical, intelligence, and administrative support to the Police Department. This role involves researching, collecting, analyzing, and disseminating crime-related data from various sources. The Crime Analyst identifies crime patterns, trends, and series, offering timely information and recommendations to enhance law enforcement operations and strategic planning. Additionally, the position provides investigative support and performs other related duties as assigned.

Organization Responsibilities

Receives direction from assigned supervisory or management personnel. Exercises no direct supervision over staff.

This journey level, non-sworn classification is responsible for independently performing professional analytical duties to aid in the investigation and prevention of criminal activities. Positions at this level exercise judgment and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

Representative Duties

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Researches, extracts, and analyzes date from diverse sources such as crime reports, field interview cards, and law enforcement databases. Identifies crime patterns, trends, and series, and provides insights into potential suspects;
- Conducts advanced statistical analysis and prepares detailed reports, charts, graphs, maps, and bulletins to support department management in decision-making processes;
- Compiles and analyzes criminal and intelligence data according to location, time, special characteristics, and other distinguishing features to locate and identify patterns and trends of crimes, criminals, and criminal and terrorist organizations;
- Researches, prepares, edits, and disseminates intelligence products such as trends, officer safety bulletins, incident bulletins, reports, and presentations;
- Formulates theories regarding crime trends, patterns, and suspects; develops hypothetical links between crime trends, criminals, and crime groups; makes recommendations of possible solutions to criminal investigative problems;
- Develops and maintains information system applications and databases relative to criminal activity; audits and maintains quality control of crime analysis data through accurate data documentation;

- Utilizes geographic information and mapping systems to evaluate crime statistics and create graphic presentations of crime trends such as the type and location of crimes committed;
- Establishes work processes to strengthen the nexus between crime analysis and effective, proactive patrol efforts;
- Serves as a departmental liaison with other law enforcement agencies on criminal intelligence matters;
- Provides complex analytical support to the department for various special projects and assignments;
- Participates on a variety of interdisciplinary committees and commissions and represents the City to the community and other organizations;
- Participates in community outreach efforts to enhance public safety;
- Prepares and presents educational materials to the community and/or other law enforcement agencies;
- Prepares and maintains various files and logs, including logs of police activities by incident type, time of occurrence, and area;
- Testifies in court as required;
- Observes and complies with City and mandated safety rules, regulations, and protocols.
- Assists in strategic planning and resource allocation;
- Monitors and advises when “pop-up” events such as fight clubs and intersection takeovers will occur;
- Performs other duties as assigned.

Qualifications Guide

Education and Experience

A bachelor’s degree from an accredited institution in criminal justice, criminology, statistics, or a related field is required. A Crime and Intelligence Analysis Certificate from the Department of Justice or a master’s degree or graduate certificate in Crime Analysis is preferred.

Experience in crime analysis or a related field is required. Proficiency in social media monitoring and Microsoft Office Suite (Excel, Word, PowerPoint) is essential. Strong analytical, communication, and organizational skills are crucial.

Skills and experience in law enforcement or a public safety environment in the area of crime analysis with the ability to present complex data clearly and concisely is preferred.

Knowledge, Abilities, and Skills

Knowledge of:

- Methods and procedures of conducting crime analysis and research, including data collection, statistical analyses, and report preparation.
- Functions, organization, principles, and practices of law enforcement agencies.
- Law enforcement terminology, codes, and processes.
- Principles and practices of administrative and operational analyses, research evaluation, and methodology.

- Techniques, methods, and procedures of criminal investigative procedures.
- Use and analysis of law enforcement databases and social media for investigative purposes.
- Real time activities of law enforcement officers during a diverse range of operations.
- Protocols for distributing criminal information to patrol officers and outside agencies.
- Methods and techniques of analyzing operational metrics such as patrol response average times, deployment analysis, and statistical requests.
- Statistical research and analysis techniques.
- Business letter writing and the standard format for reports and correspondence.
- Recordkeeping principles and procedures.
- Applicable Federal, State, and local laws, rules, and regulations, as related to area of assignment.
- City and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Recognize, identify, and document crime series and patterns.
- Collect, analyze, interpret, and document complex statistical data.
- Understand the organization and operation of the City's Police Department and of outside law enforcement agencies as necessary to assume assigned responsibilities.
- Perform professional duties in the analysis of a variety of complex crime, criminal, and intelligence data.
- Provide assistance to law enforcement staff in their investigations and operations.
- Analyze operational objectives and issues, evaluate alternatives, and reach sound, logical, fact-based conclusions and recommendations; prepare reports and recommendations.
- Attend and participate in law enforcement meetings or community activities such as Neighborhood Watch, within assigned areas of responsibility.
- Properly develop and interpret complex tables, charts, and graphs.
- Serve as a liaison with other law enforcement agencies for the purpose of mutual exchanges of information.
- Prepare clear and effective reports, correspondence, and other written material.
- Understand, interpret, and apply pertinent Federal, State, and local laws, codes, rules, regulations, standards, and City policies and procedures related to the work performed.
- Effectively represent the department and the City in meetings with governmental agencies, community groups, various businesses, and professional organizations, and in meetings with individuals.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.

- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.
- Work independently and as part of a team

Physical Demands and Working Conditions

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; to operate a motor vehicle and visit various City sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds.

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

License

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

Special Conditions

Applicants must successfully pass a through criminal background investigation (CA DOJ and FBI) and a polygraph examination prior to hiring.

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 8.H
Section: CONSENT CALENDAR
Meeting Date: September 10, 2024

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

AGENDA TITLE: RESOLUTION NO. 6681, Repealing Resolution No. 6612, and Adopting a New Conflict of Interest Code
CONTACT: CITY CLERK

COUNCIL ACTION REQUIRED:

RECOMMENDATION AND STAFF SUMMARY:
It is respectfully recommended that the City Council adopt Resolution No. 6681, amending the City of Gardena's Conflict of Interest Code and repealing Resolution No. 6612, which is being presented for adoption pursuant to the California Political Reform Act, Government Code Section 87306.5, requiring all public agencies to review their Conflict of Interest Code to ensure they are up to date and meet current legal requirements. Attached to Resolution No. 6681 is the Appendix containing the revised list of designated positions due to additions, deletions, and reclassifications.

FINANCIAL IMPACT/COST:

ATTACHMENTS:
RESO NO 6681 - Conflict of Interest Code.pdf

APPROVED:



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Clint Osorio, City Manager

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RESOLUTION NO. 6681

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, REPEALING RESOLUTION NO. 6612, AND ADOPTING A NEW CONFLICT OF INTEREST CODE

WHEREAS, pursuant to the Political Reform Act (Government Code Section 81000 et seq), every local government agency is required to adopt and promulgate a Conflict of Interest Code for those persons, other than those designated by the Government Code, whose positions involve the making or participation in the making of decisions which may have a foreseeable material effect on any financial interest; and

WHEREAS, pursuant to the Political Reform Act, every local government agency is required to periodically review its Conflict of Interest Code; and

WHEREAS, the Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regulations Section 18730, which contains the terms of a standard model Conflict of Interest Code which can be incorporated by reference and which will automatically be amended to conform to any amendments required by the Fair Political Practices Commission; and

WHEREAS, the previously adopted Conflict of Interest Code adopted by Resolution No. 6612 has become outdated due to certain amendments made to the Appendix attached thereto; and

WHEREAS, the City Council has determined that the attached Appendix accurately sets forth those positions which should be designated and the categories of financial interests which should be made reportable;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. Resolution No. 6612 is hereby repealed.

SECTION 2. The terms of section 18730 of Title 2 of the California Code of Regulations, which sets forth the model Conflict of Interest Code, and any amendments thereto duly adopted by the Fair Political Practices Commission, along with the attached Appendix in which officials and employees are designated and disclosure categories are set forth, are hereby incorporated by reference by the City of Gardena as its Conflict of Interest Code.

SECTION 3. Notwithstanding the disclosure category requirements for the designated employee, any person filing an initial statement or an assuming office statement shall be required to disclose any reportable investments, business positions, and interest in real property held on the effective date of the Conflict of Interest Code and income received during the 12 months prior to the effect date of the code or the

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date of assuming office, whichever is applicable, in accordance with the Conflict of Interest Code herein adopted by the City.

SECTION 4. That this Resolution shall be effective immediately.

SECTION 5. The City Clerk shall certify to the passage and adoption of this Resolution; shall cause the same to be entered in the book of resolutions of said City and shall make a minute of the passage and adoption thereof in the records of the proceedings of the City Council of said City in the minutes of the meeting at which the same is passed and adopted.

Passed, approved, and adopted this 10th day of September, 2024.

TASHA CERDA, Mayor

ATTEST:

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

CARMEN VASQUEZ, City Attorney

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APPENDIX
Resolution No. 6612

Designated Position	**Disclosure Category**
ACCOUNTING/FINANCE MANAGER	1
ADMINISTRATION SERVICES MANAGER	2
ADMINISTRATIVE AIDE	2
ADMINISTRATIVE ANALYST I	2
ADMINISTRATIVE ANALYST II	2
ADMINISTRATIVE ANALYST III	2
ADMINISTRATIVE COORDINATOR	2
ADMINISTRATIVE MANAGEMENT ANALYST I	2
ADMINISTRATIVE SUPPORT SERVICES SUPERVISOR	2
ASSISTANT CITY ATTORNEY	1
ASSISTANT DIRECTOR OF TRANSPORTATION	1
ASSISTANT ENGINEER	3
ASSISTANT PUBLIC WORKS DIRECTOR/CITY ENGINEER	1
ASSISTANT TO CITY MANAGER	1
ASSISTANT TRANSIT OPERATIONS MANAGER	2
ASSOCIATE ENGINEER	3
ASSOCIATE PLANNER	2
BUILDING MAINTENANCE LEAD	3
CHIEF OF POLICE	1
CHIEF FISCAL OFFICER	1
CITY ATTORNEY	1
CITY ENGINEER	1
CITY MANAGER	1
CIVIL ENGINEER	3
CODE ENFORCEMENT OFFICER	3
CODE ENFORCEMENT SUPERVISOR	1
COMMUNICATIONS LIAISON OFFICER	1
COMMUNITY DEVELOPMENT MANAGER	1
COMMUNITY SERVICE COUNSELOR	2
COMMUNITY SERVICES OFFICER	3
COST ACCOUNTANT	1
DEPUTY CITY ATTORNEY	1
DEPUTY CITY CLERK/RECORDS MANAGEMENT OFFICER	3
DEPUTY CITY CLERK I	3
DEPUTY CITY CLERK II	3
DEPUTY CITY MANAGER	1
DEPUTY CITY TREASURER	1
DIRECTOR OF ADMINISTRATIVE SERVICES	1
DIRECTOR OF COMMUNITY DEVELOPMENT	1
DIRECTOR OF PUBLIC WORKS	1

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DIRECTOR OF RECREATION & HUMAN SERVICES 1
DIRECTOR OF TRANSPORTATION 1
ECONOMIC DEVELOPMENT ANALYST 1
ECONOMIC DEVELOPMENT MANAGER 1
EQUIPMENT MAINTENANCE SUPERINTENDENT 3
EXECUTIVE ASSISTANT TO CHIEF OF POLICE 1
EXECUTIVE OFFICE ASSISTANT 1
FACILITIES MAINTENANCE SUPERVISOR 3
FAMILY CHILD CARE MANAGER 1
FINANCIAL SERVICES MANAGER 1
FINANCIAL SERVICES TECHNICIAN 1
FLEET MAINTENANCE SUPERVISOR 2
GENERAL BUILDING INSPECTOR 3
GRAPHICS TECHNICIAN 2
HELP DESK TECHNICIAN 2
HOMELESS COORDINATOR 2
HUMAN RESOURCES ANALYST 2
HUMAN RESOURCES COORDINATOR 2
HUMAN RESOURCES SENIOR ANALYST 2
HUMAN RESOURCES MANAGER 2
HUMAN RESOURCES TECHNICIAN 2
INFORMATION TECHNOLOGY COORDINATOR 2
INFORMATION TECHNOLOGY MANAGER 2
INFORMATION TECHNOLOGY SUPERVISOR 2
INFORMATION TECHNOLOGY SYSTEMS ANALYST 2
JOINT POWERS AUTHORITY ACCOUNTANT 1
JUNIOR ACCOUNTANT 2
PARK MAINTENANCE SUPERINTENDENT 3
PAYROLL / PERSONNEL TECHNICIAN 2
PAYROLL SPECIALIST 2
PLAN CHECK ENGINEER 1
PLANNING ASSISTANT 2
POLICE CAPTAIN 1
POLICE CHIEF 1
POLICE LIEUTENANT 1
PROPERTY & EVIDENCE TECHNICIAN 2
PUBLIC WORKS INSPECTOR 3
PRINCIPAL CIVIL ENGINEER 1
PROGRAM COORDINATOR 2
PUBLIC INFORMATION OFFICER 1
PUBLIC WORKS SUPERINTENDENT 2
RECORDS MANAGEMENT COORDINATOR 3
RECREATION & HUMAN SERVICES MANAGER 3
RECREATION & HUMAN SERVICES SUPERINTENDENT 3
RECREATION PROGRAM ADMINISTRATOR 1
RECREATION SERVICES MANAGER 3

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RECREATION SUPERVISOR 2
REVENUE & PURCHASING MANAGER 1
RISK MANAGEMENT ANALYST 1
SENIOR ACCOUNTANT 1
SENIOR ACCOUNT CLERK 2
SENIOR ADMINISTRATIVE ANALYST 3
SENIOR PLANNER 1
STREET MAINTENANCE SUPERINTENDENT 3
TRANSIT ADMINISTRATIVE OFFICER 2
TRANSIT ADMINISTRATIVE SUPERVISOR 2
TRANSIT MAINTENANCE COORDINATOR 2
TRANSIT MAINTENANCE MANAGER 2
TRANSIT MARKETING COORDINATOR 2
TRANSIT OPERATIONS TRAINING COORDINATOR 2
TRANSIT OPERATIONS MANAGER 2
TRANSIT OPERATIONS OFFICER 2
TRANSIT PARTS/STOREROOM COORDINATOR 2
TRANSIT PLANNING AND SCHEDULING ANALYST 2
TRANSIT TRAINING AND SAFETY SUPERVISOR 2
TRANSPORTATION OPERATIONS SUPERVISOR 2
TRANSPORTATION ROUTE SUPERVISOR 2

COMMISSIONERS
Planning and Environmental Quality Commission 1

CONSULTANT
Consultant, as defined in Title 2, California Code of Regulations, §18704.6, shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The City Manager may determine, in writing, that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon the description, a statement of the extent of disclosure requirements. The City Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

DISCLOSURE CATEGORIES

Category 1:

Persons in this category shall be required to disclose: investments; interests in real property and interests in real property held by business entities and trusts; income, loan income, and gifts; business positions; and commission income, income and

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loans to business entities and income from real property.

Category 2:

Persons in this category shall be required to disclose: investments; income; gifts; and business positions.

Category 3:

Persons in this category will be required to disclose: investments; interests in real property and interests in real property held by business entities or trusts; income; gifts; and business positions.

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 8.I
Section: CONSENT CALENDAR
Meeting Date: September 10, 2024

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

AGENDA TITLE: Acceptance and Notice of Completion for the Nakaoka Community Center HVAC Upgrade Project, JN 522.
CONTACT: PUBLIC WORKS

COUNCIL ACTION REQUIRED:

RECOMMENDATION AND STAFF SUMMARY:
Staff respectfully recommends that the City Council accept the work performed by Bon Air Inc. and order the recordation of the Notice of Completion for the Nakaoka Community Center HVAC Upgrade Project, JN 522.

The project primarily replaced the existing condensing unit, air handler cooling coil, associated refrigerant piping, and controls on the roof and mechanical room. Additionally, it included the installation of new conduit, wiring, sensors, and a thermostat to the existing system.

FINANCIAL IMPACT/COST:
Fiscal Year 2023-2024-Budgeted Expenditure : $214,135.34 (Construction)
Funding Source: Differed Maintenance

ATTACHMENTS:
NOC_NCC HVAC Upgrade_JN 522.pdf

APPROVED:



_____
Clint Osorio, City Manager

RECORDING REQUEST BY AND MAIL TO:

Mina Semenza, City Clerk
City of Gardena
1700 W. 162nd Street
Gardena, CA 90247

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN, that:

1. The undersigned is the duly authorized representative of the City of Gardena, a Municipal Corporation of the State of California located within the County of Los Angeles in said State at 1700 West 162 Street, Gardena, California 90247.
2. That on the 26th day of September 2023, the City Council of said City entered into contract with Bon Air Inc. whose address is 11340 W. Olympic Blvd., Los Angeles, CA 90064 for the improvement titled Nakaoka Community Center HVAC Upgrade Project, JN 522 in accordance with City of Gardena Plans and Specifications.
3. That all of the work and improvement was located at 1670 W. 162nd Street in said City. The owner of the location is the City of Gardena.
4. That all of the work and improvement contemplated in and under said contract was substantially completed on June 20th, 2024.
5. That the City Council formally accepted this work and improvement on September 10, 2024.

The undersigned, being first duly sworn, states: That he is the duly authorized representative of the City of Gardena, the political subdivision of the State of California which conducted the proceedings for the improvement titled Nakaoka Community Center HVAC Upgrade Project, JN 522 in said City, that he has read the foregoing "Notice of Completion" and knows the facts recited therein are true.

IN WITNESS THEREOF, I have hereunto subscribed my name as the duly authorized representative of said City this ___ day of _____ 2024.

City of Gardena

Jose Espinoza

PLANNING AND ENVIRONMENTAL QUALITY COMMISSION

Regular PEQC Meeting Notice and Agenda

Website: www.cityofgardena.org

Tuesday, August 20, 2024 – 7:00 PM

Council Chamber at City Hall
1700 W. 162nd Street, Gardena, California

6. **PUBLIC HEARING ITEMS**

6.A **CONDITIONAL USE PERMIT #3-24, ENVIRONMENTAL ASSESSMENT #6-24**

Request: The Planning Commission reviewed a request for a conditional use permit, per section 18.32.030.B of the Gardena Municipal Code, to allow the sale of beer and wine for on-site consumption in an existing cigar lounge located in the General Commercial (C-3) zone with a Housing Overlay 5 (HO-5), and determination of public convenience or necessity.

Environmental Consideration: Exempt under the Class 1 Categorical Exemption pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15301, which exempts negligible or no expansions of use in existing facilities and Section 15061(b)(3) where it can be seen that the project will not have any possibility of creating significant effects on the environment. The project is not subject to any of the exceptions to the exemptions under Section 15300.2 of the CEQA as the property is not located along any state-designated scenic highway, any designated hazardous waste sites, or considered a historical structure.

LOCATION: 14512 Crenshaw Boulevard
APPLICANT: Michael Brown (DBA: Legends Cigar Lounge)
Staff Report (CUP #3-24)
Resolution (CUP #3-24)
Exhibit A: Conditions of Approval
Exhibit B: Project Plans

The following items were presented to the Planning Commission and the public during the time of the meeting:

Public Comment received August 20, 2024

Gardena Police Department Correspondences for CUP #3-24 Request

Commission Action: The Planning Commission approved Resolution No. PC 15-24, by a vote of 4-0, approving Conditional Use Permit #3-24, subject to the conditions of approval and recommended added conditions on hours of operation and closure of business doors during business hours, made the findings for public convenience or necessity, and directed staff to file a Notice of Exemption.

6.B **ZONE TEXT AMENDMENT #5-24 - ORDINANCE NO. 1875**

Request: The Planning Commission considered a recommendation to the City Council on adoption of Ordinance No. 1875 amending the Gardena Municipal Code Chapter 18.66 and Section 18.36.020 relating to allowing non-storefront retail medicinal cannabis delivery services businesses in the M-1 and M-2 zoning districts.

Environmental Consideration: Exempt under the common sense exemption of CEQA Guidelines section 15061(b)(3) where it can be seen that the project will not have any possibility of creating significant effects on the environment.

Staff Report - Nonstorefront Medical Cannabis Delivery.pdf
Attachment A - Resolution PC No. 16-24.pdf
Draft Ordinance No. 1875.pdf
Attachment B - Public Notice.pdf

Commission Action: The Planning Commission approved Resolution No. PC 16-24, by a vote of 3-1, recommending the City Council adopt Ordinance No. 1875 amending the Gardena Municipal Code Chapter 18.66 and Section 18.36.020 relating to allowing non-storefront retail medicinal cannabis delivery service businesses in the M-1 and M-2 zoning districts.

To view the complete Planning Commission agenda packet, CLICK HERE.

NOTICE OF CANCELLATION

City of Gardena

Planning & Environmental Quality Commission

Notice is hereby given that the regular meeting of the Planning & Environmental Quality Commission scheduled for September 3, 2024,
has been canceled.

The next regularly scheduled meeting will be held on September 17, 2024, at 7 p.m.

Dated this 30th day of August 2024

/s/ MINA SEMENZA
City Clerk

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 12.A
Section: DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES
Meeting Date: September 10, 2024

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

AGENDA TITLE: Authorization to Lease to Purchase 2024 Tesla Model Y from Enterprise Fleet Management with a Down Payment in the Amount of $57,057, and Monthly Fees Over a 60-Month Period in the Amount of $8,461 for a Total Requested Amount of $65,518

COUNCIL ACTION REQUIRED:

Staff Recommendation: Approve Purchase

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that the City Council approve lease to purchase a 2024 Tesla Model Y from Enterprise Fleet Management with a down payment in the amount of $57,057, and monthly fees over a 60-month period in the amount of $8,461 for a total requested amount of $65,518.

As the City moves forward with complying with California's environmental and air quality regulations, the City is now considering alternative fuel and electric vehicles on our fleet of non-emergency light duty vehicles. This vehicle will be utilized by the Community Development Department and replaces a 2012 Nissan Leaf that has been auctioned off as a surplus vehicle. The City expects to take delivery of this vehicle in 2-3 months.

Funding for this purchase will come from the General Fund and the Department of Energy's Energy Efficiency and Conservation Block Grant (EECBG) Program whose purpose is to reduce fossil fuel emissions in a manner that is environmentally sustainable and maximizes benefits for local communities. Townsend Public Affairs was instrumental with helping the City obtain funding from the Department of Energy.

FINANCIAL IMPACT/COST:

Funding Source	FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29	FY 2029/30	Grand Total
EECBG	$57,057	$0	$0	$0	$0	$0	**$57,057**
General Fund	$1,075	$1,612	$1,612	$1,612	$1,612	$938	**$8,461**
Total	**$58,132**	**$1,612**	**$1,612**	**$1,612**	**$1,612**	**$938**	**$65,518**

ATTACHMENTS:

Quote - 2024 Tesla Model Y Long Range 4dr All-Wheel Drive.pdf

APPROVED:



_____

Clint Osorio, City Manager

enterprise | FLEET MANAGEMENT

Open-End (Equity) Lease Proposal

Date: 08/22/2024

Prepared For: City of Gardena (473374)

Proposal Summary

Proposal #: P1757823

Prepared For: Beeman, Ray

Quantity: 1

Driver Information					Base Lease Payment										Initial Charges Billed upon Delivery		
Quote	Driver	ST	Use Tax Rate	Expected Annual Mileage	Capitalized Amount (Delivered Price per Vehicle)	Lease Term	Depr Rate	Depr Amount	Lease Charge[1]	Monthly Use Tax	Full Maint Program[2]	Additional Services[3]	Total Monthly Payment inc. Tax and Addl Services	Book Value at Term	Initial Charges[4]	License, Registration, Certain Other Charges and Tax	Total Initial Charges Billed upon Delivery
2024 Tesla Model Y Long Range 4dr All-Wheel Drive Sport Utility - US					**Pearl White Multi-Coat / Black w/Vegan Leather Seat Trim**												
8191021		CA	10.2500%	20,000	$1.00	60	1.5000%	$0.02	$53.45	$5.48		$75.38	$134.33	($0.20)	$51,114.00	$5,942.56	$57,056.56
										Total Monthly Payment for 1 vehicles:			**$134.33**		**Total Initial Charges for 1 vehicles:**		**$57,056.56**

[1]Monthly Lease Charge will be adjusted to reflect the interest rate on the delivery date (subject to a floor)

[2]See the following pages for details of Full Maintenance Service

[3]Additional Services may include Commercial Automotive Liability Enrollment or Physical Damage Management

[4]Excludes License, Registration, Certain Charges, and Tax

Current market and vehicle conditions may also affect value of vehicles.

Proposal is subject to Customer's Credit Approval.

Enterprise FM Trust will be the owner of the vehicles covered by this Proposal. Enterprise FM Trust (not Enterprise Fleet Management) will be the Lessor of such vehicles under the Master Open-End (Equity) Lease Agreement and shall have all rights and obligations of the Lessor under the Master Open-End (Equity) Lease Agreement with respect to such vehicles.

Lessee hereby authorizes this vehicle order, and agrees to lease the vehicle on the terms set forth herein and in the Master Equity Lease Agreement and agrees that Lessor shall have the right to collect damages in the event Lessee fails or refuses to accept delivery of the ordered vehicle, Lessee agrees that Lessor shall have the right to collect damages, including, but not limited to, a $500 disposal fee, interest incurred, and loss of value.

Lessee: City of Gardena

Signature Title Date

enterprise | FLEET MANAGEMENT

Open-End (Equity) Lease Proposal

Date: 08/22/2024

Prepared For: City of Gardena (473374)

Prepared For: Beeman, Ray

Capitalized Amount Calculations

Proposal #: P1757823

Quantity: 1

Quote	Capitalized Prices/ Billed on Delivery	Capitalized Price of Vehicle[1]	Certain Other Charges	Initial License & Registration Fee	Capitalized Price Reduction	Certain Other Charges on CPR	Gain Applied from Prior Unit	Certain Other Charges on GOP	Tax on Incentives	Aftermarket Equipment	Courtesy Delivery / Dealer Prep Fee	Delivery Charge	Other Costs	Total
2024 Tesla Model Y Long Range 4dr All-Wheel Drive Sport Utility - US Pearl White Multi-Coat / Black w/Vegan Leather Seat Trim														
8191021	Capitalized Price	$50,690.00			($50,989.00)		$0.00			$0.00	$300.00	$0.00	$0.00	$1.00
	Billed on Delivery		$0.00	$716.19	$50,989.00	$5,226.37		$0.00	$0.00	$0.00	$0.00	$125.00	$0.00	$57,056.56

ALL TAX AND LICENSE FEES TO BE BILLED TO LESSEE AS THEY OCCUR.

[1]Capitalized price of vehicles may be adjusted to reflect final manufacturer's invoice. Lessee hereby assigns to Lessor any manufacturer rebates and/or manufacturer incentives intended for the Lessee, which rebates and/or incentives have been used by Lessor to reduce the capitalized price of the vehicles.

All language and acknowledgments contained in the signed proposal apply to all vehicles listed on the 'Equity Lease Proposal Summary' page of this document. In addition, you may incur additional fees required to register and operate these vehicles in accordance with various state, county, and city titling, registration, and tax laws.

Initials

enterprise | FLEET MANAGEMENT

Open-End (Equity) Lease Proposal

Date: 08/22/2024

Prepared For: City of Gardena (473374)

Prepared For: Beeman, Ray

Additional Services Details

Proposal #: P1757823

Quantity: 1

Driver Information		Commercial Automobile Liability Enrollment	Physical Damage Management		Full Maintenance Program[1]				
Quote	Driver	Liability Limit	Comprehensive Deductible	Collision Deductible	Term	Total Contract Miles	Overmileage Charge	Brake Sets	Tires
2024 Tesla Model Y Long Range 4dr All-Wheel Drive Sport Utility - US		**Pearl White Multi-Coat / Black w/Vegan Leather Seat Trim**							
8191021			$1,000.00	$1,000.00					

[1]The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of the Lessee. Notwithstanding the inclusion of such references in this Invoice/Schedule/Quote, all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate Maintenance Agreement entered into by and between Lessee and Enterprise Fleet Management, Inc., provided that such maintenance fees are being billed by Enterprise FM Trust, and are payable at the direction of Enterprise FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.

Initials

enterprise | FLEET MANAGEMENT

Quantity: 1

VEHICLE INFORMATION:

2024 Tesla Model Y Long Range 4dr All-Wheel Drive Sport Utility - US
Series ID: MODELYLR

Pricing Summary:

	INVOICE	MSRP
Base Vehicle	$ 47,990.00	$ 47,990.00
Total Options	$ 1,250.00	$ 1,250.00
Destination Charge	$ 1,390.00	$ 1,390.00
Total Price	**$ 50,630.00**	**$ 50,630.00**

SELECTED COLOR:

Exterior:	PPSW - Pearl White Multi-Coat
Interior:	BLK - Black w/Vegan Leather Seat Trim

SELECTED OPTIONS:

CODE	DESCRIPTION	INVOICE	MSRP
BLK_02	Black w/Vegan Leather Seat Trim	NC	NC
FEE	Non-Refundable Order Fee	$ 250.00	$ 250.00
PAINT	Monotone Paint	STD	STD
PPSW_02	Pearl White Multi-Coat	$ 1,000.00	$ 1,000.00
STDAX	9.0 Axle Ratio	STD	STD
STDEN	Dual Motor: Fr AC Induction/Rr AC Permanent Magnet	STD	STD
STDGV	GVWR: 5,712 lbs	STD	STD
STDRD	Radio: Premium Audio System w/13 Speakers	STD	STD
STDST	5 Seat Interior	STD	STD
STDTM	Vegan Leather Seat Trim	STD	STD
STDTN	Transmission: 1-Speed Automatic	STD	STD
STDTR	Tires: 255/45R19 All-Season	STD	STD
STDWL__	Wheels: 19" x 9.5" Gemini Dark	STD	STD

CONFIGURED FEATURES:

Body Exterior Features:

- Number Of Doors 4
- Driver And Passenger Mirror: auto dimming power remote heated power folding side-view door mirrors with tilt down
- Skid Plates: skid plates
- Door Handles: black
- Front And Rear Bumpers: body-coloured front and rear bumpers
- Body Material: galvanized steel/aluminum body material
- Fender Flares: black fender flares
- Grille: black grille

Convenience Features:

- Air Conditioning automatic dual-zone front air conditioning
- Air Filter: air filter
- Console Ducts: console ducts
- Steering Wheel A/C Controls: steering-wheel mounted A/C controls
- Power Sunroof: front and rear fixed laminated glass sunroof
- Seat Memory: 5 driver memory seat settings (includes door mirrors, steering wheel, audio, HVAC,)
- Cruise Control: cruise control with steering wheel controls, Traffic-Aware Cruise Control adaptive
- Trunk/Hatch/Door Remote Release: power cargo access remote release
- Power Windows: power windows with front and rear 1-touch down
- 1/4 Vent Rear Windows: power rearmost windows
- Remote Keyless Entry: smart device-as-key remote keyless entry
- Illuminated Entry: illuminated entry
- Integrated Key Remote: integrated key/remote
- Auto Locking: auto-locking doors
- Passive Entry: proximity key
- Valet Key: valet function
- Trunk FOB Controls: keyfob trunk/hatch/door release
- Window FOB Controls: remote window controls
- Steering Wheel: heated steering wheel with power tilting, power telescoping, auto tilt-away
- Day-Night Rearview Mirror: day-night rearview mirror
- Auto-dimming Rearview Mirror: auto-dimming rearview mirror
- Driver and Passenger Vanity Mirror: illuminated auxiliary driver and passenger-side visor mirrors
- Emergency SOS: emergency communication system
- Navigation System: navigation system with voice activation
- Front Cupholder: front and rear cupholders
- Floor Console: full floor console with covered box
- Glove Box: illuminated locking glove box
- Driver Door Bin: driver and passenger door bins
- Rear Door Bins: rear door bins
- Seatback Storage Pockets: 2 seatback storage pockets
- IP Storage: covered bin instrument-panel storage
- Driver Footrest: driver's footrest
- Retained Accessory Power: retained accessory power
- Power Accessory Outlet: 2 12V DC power outlets

Entertainment Features:

- radio FM/HD with seek-scan
- Radio Data System: radio data system
- Amplifier: amplifier
- Voice Activated Radio: voice activated radio
- Steering Wheel Radio Controls: steering-wheel mounted audio controls
- Speakers: 14 speakers
- Internet Access: internet access
- 1st Row LCD: 1 1st row LCD monitor
- Wireless Connectivity: wireless phone connectivity
- Antenna: window grid antenna

Lighting, Visibility and Instrumentation Features:

- Headlamp Type delay-off reflector LED low/high beam headlamps
- Auto-levelling Headlights: auto-leveling headlights

Auto-Dimming Headlights: auto high-beam headlights
Front Fog Lights: front fog lights
Front Wipers: variable intermittent rain detecting wipers wipers with heating wiper park
Rear Window Defroster: rear window defroster
Tinted Windows: deep-tinted windows
Dome Light: dome light with fade
Front Reading Lights: front and rear reading lights
Door Curb/Courtesy Lights: 4 door curb/courtesy lights
Variable IP Lighting: variable instrument panel lighting
Display Type: digital appearance
Compass: compass
Exterior Temp: outside-temperature display
Low Tire Pressure Warning: tire specific low-tire-pressure warning
Park Distance Control: front and rear parking sensors
Trip Computer: trip computer
Trip Odometer: trip odometer
Lane Departure Warning: lane departure
Blind Spot Sensor: blind spot
Front Pedestrian Braking: front pedestrian detection
Following Distance Indicator: following distance alert
Forward Collision Alert: forward collision
Clock: in-dash clock
Systems Monitor: driver information centre
Rear Vision Camera: rear vision camera
Battery Warning: battery warning
Lights On Warning: lights-on warning
Key in Ignition Warning: key-in-ignition warning
Door Ajar Warning: door-ajar warning
Trunk Ajar Warning: trunk-ajar warning
Brake Fluid Warning: brake-fluid warning

Safety And Security:

ABS four-wheel ABS brakes
Number of ABS Channels: 4 ABS channels
Brake Assistance: brake assist
Brake Type: four-wheel disc brakes
Vented Disc Brakes: front and rear ventilated disc brakes
Daytime Running Lights: daytime running lights
Driver Front Impact Airbag: driver and passenger front-impact airbags
Driver Side Airbag: seat-mounted driver and passenger side-impact airbags
Overhead Airbag: curtain 1st and 2nd row overhead airbag
Knee Airbag: knee airbag
Occupancy Sensor: front passenger airbag occupancy sensor
Height Adjustable Seatbelts: height adjustable front seatbelts
Seatbelt Pretensioners: front and rear seatbelt pre-tensioners
3Point Rear Centre Seatbelt: 3 point rear centre seatbelt
Side Impact Bars: side-impact bars
Perimeter Under Vehicle Lights: perimeter/approach lights
Tailgate/Rear Door Lock Type: tailgate/rear door lock included with power door locks
Rear Child Safety Locks: rear child safety locks
Ignition Disable: immobilizer
Security System: security system Sentry Mode with video/image recording
Tracker System: tracker system
Electronic Stability: electronic stability
Traction Control: ABS and driveline traction control
Front and Rear Headrests: fixed front head restraints
Rear Headrest Control: 3 rear head restraints
Break Resistant Glass: break resistant glass

Seats And Trim:

Seating Capacity max. seating capacity of 5
Front Bucket Seats: front bucket seats

Front Heated Cushion: driver and passenger heated-cushions
Front Heated Seatback: driver and passenger heated-seatbacks
Heated Rear Seat: heated rear seat
Number of Driver Seat Adjustments: 8-way driver and passenger seat adjustments
Reclining Driver Seat: power reclining driver and passenger seats
Driver Lumbar: power 4-way driver and passenger lumbar support
Driver Height Adjustment: power height-adjustable driver and passenger seats
Driver Fore/Aft: power driver and passenger fore/aft adjustment
Driver Cushion Tilt: power driver and passenger cushion tilt
Front Centre Armrest Storage: front centre armrest
Rear Seat Type: rear manual reclining 40-20-40 split-bench seat
Rear Folding Position: rear seat fold-forward seatback
Rear Seat Armrest: rear seat centre armrest
Leather Upholstery: leatherette front and rear seat upholstery
Door Trim Insert: simulated suede door panel trim
Headliner Material: full cloth headliner
Floor Covering: full carpet floor covering
Dashboard Console Insert, Door Panel Insert Combination: aluminum/genuine wood instrument panel insert, door panel insert, console insert
LeatherSteeringWheel: leatherette steering wheel
Floor Mats: carpet front and rear floor mats
Interior Accents: metal-look interior accents
Cargo Space Trim: carpet cargo space
Trunk Lid: plastic trunk lid/rear cargo door
Cargo Cover: folding cargo cover
Cargo Tie Downs: cargo tie-downs
Cargo Light: cargo light
Concealed Cargo Storage: concealed cargo storage

Standard Engine:

Engine 425-hp, (electric)

Standard Transmission:

Transmission 1-speed automatic

Open-End (Equity) Lease Proposal

Date: 08/22/2024

Prepared For: City of Gardena (473374)
Prepared For: Beeman, Ray

Vehicle Detail

Proposal #: P1757823
Quantity: 1

Quote: 8191021 **Vehicle Order Type:** Ordered **AE/AM:** Gilmore, Blake / Javidanmehr, Elnaz
YMMS: 2024 Tesla Model Y Long Range 4dr All-Wheel Drive Sport Utility - US
Exterior Color: Pearl White Multi-Coat **Interior Color:** Black w/Vegan Leather Seat Trim
Term: 60 **Depreciation Reserve:** 1.5000% **Estimated Annual Mileage:** 20,000 **GVWR:** 5,712 lbs **State:** CA

Lease Items	Capitalized Amount	Billed On Delivery
Capitalized Price of Vehicle[1]	$50,690.00	
Sales Tax	$0.00	$0.00
Initial License Fee	$0.00	$716.19
Registration Fee		$0.00
Other Costs	$0.00	$125.00
Courtesy Delivery Fee	$300.00	$0.00
Aftermarket Equipment	$0.00	$0.00
Capitalized Price Reduction	($50,989.00)	$50,989.00
Tax on Capitalized Price Reduction		$5,226.37
Gain Applied From Prior Unit	$0.00	
Tax on Gain on Prior		$0.00
Tax on Incentives		$0.00
Total Capitalized Amount (Delivered Price per Vehicle)	$1.00	
Billed on Delivery Total (per Vehicle)		$57,056.56

Monthly Rent Breakdown	Cost
Depreciation Reserve	$0.02
Monthly Lease Charge (Based on Interest Rate)[2]	$53.45
Total Monthly Rental Excluding Additional Services	$53.47
Use Tax (10.2500% State: CA)	$5.48
Commercial Automobile Liability Enrollment	
Liability Limit - N/A	
Physical Damage Management	$75.38
Comprehensive Deductible $1,000.00 Collision Deductible $1,000.00	
Full Maintenance Program[3]	
Contract Miles - N/A Overmileage Charge - N/A Brake Sets - N/A Tires - N/A	
Monthly Rent Including Additional Services Per Vehicle	$134.33

End Of Lease	Amount
Reduced Book Value at 60 Months:	($0.20)
Service Charge Due at Lease Termination:	$400.00

ALL TAX AND LICENSE FEES TO BE BILLED TO LESSEE AS THEY OCCUR.

[1]Capitalized price of vehicles may be adjusted to reflect final manufacturer's invoice. Lessee hereby assigns to Lessor any manufacturer rebates and/or manufacturer incentives intended for the Lessee, which rebates and/or incentives have been used by Lessor to reduce the capitalized price of the vehicles.

[2]Monthly Lease Charge will be adjusted to reflect the interest rate on the Delivery Date.

[3]The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of the Lessee. Notwithstanding the inclusion of such references in this Invoice/Schedule/Quote, all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate Maintenance Agreement entered into by and between Lessee and Enterprise Fleet Management, Inc., provided that such maintenance fees are being billed by Enterprise FM Trust, and are payable at the direction of Enterprise FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.

All language and acknowledgments contained in the signed proposal apply to all vehicles listed on the 'Equity Lease Proposal Summary' page of this document. In addition, you may incur additional fees required to register and operate these vehicles in accordance with various state, county, and city titling, registration, and tax laws.

enterprise | FLEET MANAGEMENT

Open-End (Equity) Lease Rate Quote

Quote No: 8191021

Prepared For: City of Gardena
Beeman, Ray

Date 08/13/2024
AE/AM BG0/JE

Unit #
Year 2024 **Make** Tesla **Model** Model Y
Series Long Range 4dr All-Wheel Drive Sport Utility
Vehicle Order Type Ordered **Term** 60 **State** CA **Customer#** 473374

$ 50,690.00		Capitalized Price of Vehicle[1]
$ 0.00	*	Sales Tax 0.0000% **State** CA
$ 716.19	*	Initial License Fee
$ 0.00		Registration Fee
$ 300.00		Other: (See Page 2)
$ 50,989.00	*	Capitalized Price Reduction
$ 5,226.37	*	Tax on Capitalized Price Reduction
$ 0.00		Gain Applied From Prior Unit
$ 0.00	*	Tax on Gain On Prior
$ 0.00	*	Security Deposit
$ 0.00	*	Tax on Incentive (Taxable Incentive Total : $0.00)
$ 1.00		Total Capitalized Amount (Delivered Price)
$ 0.02		Depreciation Reserve @ 1.5000%
$ 53.45		Monthly Lease Charge (Based on Interest Rate - Subject to a Floor)[2]
$ 53.47		**Total Monthly Rental Excluding Additional Services**
		Additional Fleet Management
		Master Policy Enrollment Fees
$ 0.00		Commercial Automobile Liability Enrollment
		Liability Limit $0.00
$ 75.38		Physical Damage Management
$ 0.00		Full Maintenance Program[3] Contract Miles 0
		Incl: # Brake Sets (1 set = 1 Axle) 0
$ 75.38		**Additional Services SubTotal**
$ 5.48		Sales Tax 10.2500%
$ 134.33		**Total Monthly Rental Including Additional Services**
$ -0.20		Reduced Book Value at 60 Months
$ 400.00		Service Charge Due at Lease Termination

Comp/Coll Deductible 1000 / 1000
OverMileage Charge $ 0.0720 Per Mile
Tires 0
Loaner Vehicle Not Included
State CA

All language and acknowledgments contained in the signed quote apply to all vehicles that are ordered under this signed quote.

Order Information

Driver Name	
Exterior Color	Pearl White Multi-Coat
Interior Color	Black w/Vegan Leather Seat Trim
Lic. Plate Type	Exempt
GVWR	0

Quote based on estimated annual mileage of 20,000
(Current market and vehicle conditions may also affect value of vehicle)
(Quote is Subject to Customer's Credit Approval)
Notes

Enterprise FM Trust will be the owner of the vehicle covered by this Quote. Enterprise FM Trust (not Enterprise Fleet Management) will be the Lessor of such vehicle under the Master Open - End (Equity) Lease Agreement and shall have all rights and obligations of the Lessor under the Master Open - End (Equity) Lease Agreement with respect to such vehicle.
Lessee must maintain insurance coverage on the vehicle as set forth in Section 11 of the Master Open-End (Equity) Lease Agreement until the vehicle is sold.

ALL TAX AND LICENSE FEES TO BE BILLED TO LESSEE AS THEY OCCUR.

Lessee hereby authorizes this vehicle order, and agrees to lease the vehicle on the terms set forth herein and in the Master Equity Lease Agreement. In the event Lessee fails or refuses to accept delivery of the ordered vehicle, Lessee agrees that Lessor shall have the right to collect damages, including, but not limited to, a $500 disposal fee, interest incurred, and loss of value.

LESSEE City of Gardena

BY **TITLE** **DATE**

* INDICATES ITEMS TO BE BILLED ON DELIVERY.

[1] Capitalized price of vehicle may be adjusted to reflect final manufacturer's invoice, plus a pre delivery interest charge. Lessee hereby assigns to Lessor any manufacturer rebates and/or manufacturer incentives intended for the Lessee, which rebates and/or incentives have been used by Lessor to reduce the capitalized price of the vehicle.

[2] Monthly lease charge will be adjusted to reflect the interest rate on the delivery date (subject to a floor).

[3] The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule/Quote], all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and Enterprise Fleet Management, Inc.; provided that such maintenance fees are being billed by Enterprise FM Trust, and are payable at the direction of Enterprise FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.

Other Totals

Description	(B)illed or (C)apped	Price
Pricing Plan Delivery Charge	B	$ 125.00
Courtesy Delivery Fee	C	$ 300.00
Total Other Charges Billed		$ 125.00
Total Other Charges Capitalized		$ 300.00
Other Charges Total		$ 425.00

Open-End (Equity) Lease Rate Quote

Quote No: 8191021

VEHICLE INFORMATION:

2024 Tesla Model Y Long Range 4dr All-Wheel Drive Sport Utility - US

Series ID: MODELYLR

Pricing Summary:

	INVOICE	MSRP
Base Vehicle	$47,990	$47,990.00
Total Options	$1,250.00	$1,250.00
Destination Charge	$1,390.00	$1,390.00
Total Price	**$50,630.00**	**$50,630.00**

SELECTED COLOR:

Exterior: PPSW-Pearl White Multi-Coat

Interior: BLK-Black w/Vegan Leather Seat Trim

SELECTED OPTIONS:

CODE	DESCRIPTION	INVOICE	MSRP
BLK_02	Black w/Vegan Leather Seat Trim	NC	NC
FEE	Non-Refundable Order Fee	$250.00	$250.00
PAINT	Monotone Paint	STD	STD
PPSW_02	Pearl White Multi-Coat	$1,000.00	$1,000.00
STDAX	9.0 Axle Ratio	STD	STD
STDEN	Dual Motor: Fr AC Induction/Rr AC Permanent Magnet	STD	STD
STDGV	GVWR: 5,712 lbs	STD	STD
STDRD	Radio: Premium Audio System w/13 Speakers	STD	STD
STDST	5 Seat Interior	STD	STD
STDTM	Vegan Leather Seat Trim	STD	STD
STDTN	Transmission: 1-Speed Automatic	STD	STD
STDTR	Tires: 255/45R19 All-Season	STD	STD
STDWL__	Wheels: 19" x 9.5" Gemini Dark	STD	STD

CONFIGURED FEATURES:

Body Exterior Features:

- Number Of Doors 4
- Driver And Passenger Mirror: auto dimming power remote heated power folding side-view door mirrors with tilt down
- Skid Plates: skid plates
- Door Handles: black
- Front And Rear Bumpers: body-coloured front and rear bumpers
- Body Material: galvanized steel/aluminum body material
- Fender Flares: black fender flares
- Grille: black grille

Convenience Features:

- Air Conditioning automatic dual-zone front air conditioning
- Air Filter: air filter
- Console Ducts: console ducts
- Steering Wheel A/C Controls: steering-wheel mounted A/C controls
- Power Sunroof: front and rear fixed laminated glass sunroof
- Seat Memory: 5 driver memory seat settings (includes door mirrors, steering wheel, audio, HVAC,)
- Cruise Control: cruise control with steering wheel controls, Traffic-Aware Cruise Control adaptive
- Trunk/Hatch/Door Remote Release: power cargo access remote release
- Power Windows: power windows with front and rear 1-touch down
- 1/4 Vent Rear Windows: power rearmost windows
- Remote Keyless Entry: smart device-as-key remote keyless entry
- Illuminated Entry: illuminated entry
- Integrated Key Remote: integrated key/remote
- Auto Locking: auto-locking doors
- Passive Entry: proximity key
- Valet Key: valet function
- Trunk FOB Controls: keyfob trunk/hatch/door release
- Window FOB Controls: remote window controls
- Steering Wheel: heated steering wheel with power tilting, power telescoping, auto tilt-away
- Day-Night Rearview Mirror: day-night rearview mirror
- Auto-dimming Rearview Mirror: auto-dimming rearview mirror
- Driver and Passenger Vanity Mirror: illuminated auxiliary driver and passenger-side visor mirrors
- Emergency SOS: emergency communication system
- Navigation System: navigation system with voice activation
- Front Cupholder: front and rear cupholders
- Floor Console: full floor console with covered box
- Glove Box: illuminated locking glove box
- Driver Door Bin: driver and passenger door bins
- Rear Door Bins: rear door bins
- Seatback Storage Pockets: 2 seatback storage pockets
- IP Storage: covered bin instrument-panel storage
- Driver Footrest: driver's footrest
- Retained Accessory Power: retained accessory power
- Power Accessory Outlet: 2 12V DC power outlets

Entertainment Features:

- radio FM/HD with seek-scan
- Radio Data System: radio data system
- Amplifier: amplifier
- Voice Activated Radio: voice activated radio
- Steering Wheel Radio Controls: steering-wheel mounted audio controls
- Speakers: 14 speakers
- Internet Access: internet access
- 1st Row LCD: 1 1st row LCD monitor
- Wireless Connectivity: wireless phone connectivity
- Antenna: window grid antenna

Lighting, Visibility and Instrumentation Features:

Headlamp Type delay-off reflector LED low/high beam headlamps
Auto-levelling Headlights: auto-leveling headlights
Auto-Dimming Headlights: auto high-beam headlights
Front Fog Lights: front fog lights
Front Wipers: variable intermittent rain detecting wipers wipers with heating wiper park
Rear Window Defroster: rear window defroster
Tinted Windows: deep-tinted windows
Dome Light: dome light with fade
Front Reading Lights: front and rear reading lights
Door Curb/Courtesy Lights: 4 door curb/courtesy lights
Variable IP Lighting: variable instrument panel lighting
Display Type: digital appearance
Compass: compass
Exterior Temp: outside-temperature display
Low Tire Pressure Warning: tire specific low-tire-pressure warning
Park Distance Control: front and rear parking sensors
Trip Computer: trip computer
Trip Odometer: trip odometer
Lane Departure Warning: lane departure
Blind Spot Sensor: blind spot
Front Pedestrian Braking: front pedestrian detection
Following Distance Indicator: following distance alert
Forward Collision Alert: forward collision
Clock: in-dash clock
Systems Monitor: driver information centre
Rear Vision Camera: rear vision camera
Battery Warning: battery warning
Lights On Warning: lights-on warning
Key in Ignition Warning: key-in-ignition warning
Door Ajar Warning: door-ajar warning
Trunk Ajar Warning: trunk-ajar warning
Brake Fluid Warning: brake-fluid warning

Safety And Security:

ABS four-wheel ABS brakes
Number of ABS Channels: 4 ABS channels
Brake Assistance: brake assist
Brake Type: four-wheel disc brakes
Vented Disc Brakes: front and rear ventilated disc brakes
Daytime Running Lights: daytime running lights
Driver Front Impact Airbag: driver and passenger front-impact airbags
Driver Side Airbag: seat-mounted driver and passenger side-impact airbags
Overhead Airbag: curtain 1st and 2nd row overhead airbag
Knee Airbag: knee airbag
Occupancy Sensor: front passenger airbag occupancy sensor
Height Adjustable Seatbelts: height adjustable front seatbelts
Seatbelt Pretensioners: front and rear seatbelt pre-tensioners
3Point Rear Centre Seatbelt: 3 point rear centre seatbelt
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Rear Child Safety Locks: rear child safety locks
Ignition Disable: immobilizer
Security System: security system Sentry Mode with video/image recording
Tracker System: tracker system
Electronic Stability: electronic stability
Traction Control: ABS and driveline traction control
Front and Rear Headrests: fixed front head restraints
Rear Headrest Control: 3 rear head restraints
Break Resistant Glass: break resistant glass

Seats And Trim:

- Seating Capacity max. seating capacity of 5
- Front Bucket Seats: front bucket seats
- Front Heated Cushion: driver and passenger heated-cushions
- Front Heated Seatback: driver and passenger heated-seatbacks
- Heated Rear Seat: heated rear seat
- Number of Driver Seat Adjustments: 8-way driver and passenger seat adjustments
- Reclining Driver Seat: power reclining driver and passenger seats
- Driver Lumbar: power 4-way driver and passenger lumbar support
- Driver Height Adjustment: power height-adjustable driver and passenger seats
- Driver Fore/Aft: power driver and passenger fore/aft adjustment
- Driver Cushion Tilt: power driver and passenger cushion tilt
- Front Centre Armrest Storage: front centre armrest
- Rear Seat Type: rear manual reclining 40-20-40 split-bench seat
- Rear Folding Position: rear seat fold-forward seatback
- Rear Seat Armrest: rear seat centre armrest
- Leather Upholstery: leatherette front and rear seat upholstery
- Door Trim Insert: simulated suede door panel trim
- Headliner Material: full cloth headliner
- Floor Covering: full carpet floor covering
- Dashboard Console Insert, Door Panel Insert Combination: aluminum/genuine wood instrument panel insert, door panel insert, console insert
- LeatherSteeringWheel: leatherette steering wheel
- Floor Mats: carpet front and rear floor mats
- Interior Accents: metal-look interior accents
- Cargo Space Trim: carpet cargo space
- Trunk Lid: plastic trunk lid/rear cargo door
- Cargo Cover: folding cargo cover
- Cargo Tie Downs: cargo tie-downs
- Cargo Light: cargo light
- Concealed Cargo Storage: concealed cargo storage

Standard Engine:

- Engine 425-hp, (electric)

Standard Transmission:

- Transmission 1-speed automatic

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 12.B
Section: DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES
Meeting Date: September 10, 2024

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

AGENDA TITLE: Approval of Side Letter between the City of Gardena and the Gardena Municipal Employees Association ("GMEA")

COUNCIL ACTION REQUIRED:

Staff Recommendation: Approve the Side Letter between the City of Gardena and the Gardena Municipal Employees Association ("GMEA")

RECOMMENDATION AND STAFF SUMMARY:

Nationwide, the Transportation industry has struggled to fill vacancies for the position of Bus Operator. The City of Gardena's GTrans has experienced the same difficulty and has worked to find creative solutions to mitigate these challenges.

To stay competitive in the job market and increase retention, The City and GMEA have reached a tentative agreement to modify the GMEA MOU, specifically Section 7 - Relief Bus Operator.

As written, the current GMEA MOU prohibits Relief Bus Operators from testing to become Full-Time Bus Operators until the employee has served for a minimum of one year. The Full Time Bus Operator position has significant advantages over the Relief Bus Operator position, such as higher wages, a guaranteed 40-hour/week work schedule, seniority accrual, and a robust benefits package which includes medical, vision, and dental plans. The City and GMEA have reached a tentative agreement to eliminate the one-year waiting period, and thus would now have the immediate ability for Relief Bus Operators to test for Full Time Bus Operators, following appointment to the position. This MOU change allows the City to immediately run a Full Time Bus Operator recruitment for our current employed Relief Bus Operators. If successful, these employees would have an opportunity to obtain full-time medical benefits and wages as outlined in the GMEA MOU, in less than one year.

FINANCIAL IMPACT/COST:

The financial impact from the conversion of a Relief Bus Operator to a Full-Time Operator is approximately $30,000 per employee (primarily due to the costs of health benefits and CalPERS Retirement), with an estimated total cost of $600,000. GTrans has sufficient funds to accommodate the conversion cost for these employees within the Fiscal Year 2024-2025 GTrans operating budget. No Impact to the General Fund

ATTACHMENTS:

GMEA Side Letter - FT Bus Operator - September 2024.pdf
Bus Operator.pdf
Relief Bus Operator.pdf

APPROVED:



_____
Clint Osorio, City Manager

SIDE LETTER OF AGREEMENT
City of Gardena
And
Gardena Municipal Employees Association
September 5 , 2024

The City of Gardena ("City") and Gardena Municipal Employees Association ("GMEA") (collectively, the "Parties") enter into this Side Letter of Agreement and hereby agree to the following:

1. In July 2021, the Parties entered into a Memorandum of Understanding (MOU) with effective dates of July 1, 2021, through June 30, 2025.

   Under the MOU, as amended, City Relief Bus Operators shall not be eligible to test for full-time Bus Operators until they have satisfactory service for a period of one (1) year from appointment to Step 1. (Article 7, Section 7, A.)

2. The Parties agree to modify the MOU in order to reflect the ability for Relief Bus Operators to test for full-time Bus Operator immediately following appointment. Article 7 – Transportation Department Employees (GTrans), Section 7 – Relief Bus Operator, A. through B. shall now read:

   A. Relief Bus Operators hired at any starting salary rate shall have the ability to test for full-time Bus Operator immediately following appointment.

   B. The Relief Bus Operator position is not intended to supplant the position of full-time Bus Operator.

      1) As of July 1, 2015, the percentage of regular schedule runs filled by full-time Bus Operators is sixty percent (60%).

      2)At each future shake-up, the CITY shall provide documentation to GMEA that full-time Bus Operators assignments represent at least sixty percent (60%) of all combined full-time, part-time, and Relief Bus Operator assignments.

It is the intent of the Parties that the agreed-to modifications, unless otherwise addressed in this Side Letter Agreement, shall be permanent changes to the MOU for its duration.

This Side Letter Agreement is not intended to waive the Parties' respective legal rights or the rights of the individual members of the GMEA under the laws of the State of California. Additionally, this Side Letter of Agreement is not meant to confer any new benefit, or to remove any prior benefit, other than what is provided for above.

Agreed to on this 5th day of SEPTEMBER, 2024 by the Parties' authorized representatives.

Representatives for the City:

CLINT OSORIO
CITY MANAGER

DATE: 9/6/24

Representatives for the GMEA:

FRED QUIEL
GMEA Business Representative

DATE: 9/3/24

Fred Quiel for
Jeremy Bastian

JEREMY BASTIAN
GMEA President

DATE: 9/3/24

CITY OF GARDENA
GARDENA, CALIFORNIA

CLASS SPECIFICATION
SEPTEMBER 2024

BUS OPERATOR

(Job Summary)

Under general supervision, safely operates a transit bus on an assigned route according to an established schedule; maintains schedule of routes; picks up and discharges passengers; collects fares; issues/receives transfers and provides directions. This position is Full-Time and may be scheduled to work any time between 3:40 a.m. and 12:00 a.m., seven (7) days a week, including weekends and holidays. Paid training will be provided to prepare for DMV driving examination and successful completion of the GTrans Bus Operator Training Program.

Representative Duties

The following duties are NOT intended to serve as a comprehensive list of all duties performed by employees in this classification. They only represent a summary of the primary duties and responsibilities.

- Performs daily vehicle inspection on buses; completes appropriate documentation regarding mechanical deficiencies; report any safety concerns to Transportation Operations Supervisors;
- Safely operates a bus along an assigned route; utilizing good defensive driving skills; maintains time schedule of the route; responsible for the safety of passengers;
- Picks up and discharges passengers at designated bus stops; collects fares; issues, receives, and punches transfers;
- Provides information regarding directions, routes, and schedules to passengers in a courteous manner;
- Receives and transmits two-way radio messages to Transportation Operations Supervisors;
- Uses on-board computer-based technology to receive instructions and to communicate with Transportation Operations Supervisors;
- Prepares required documents including detailed accident and incident reports, daily logs, etc.;
- Assists passengers on and off buses upon request;
- Operates wheelchair ramp and properly secures wheelchairs, scooters, and other mobility aids;
- Safety, punctuality, attendance, and good customer service is required;
- Maintains order on buses while working independently with minimal supervision and does related work as required.

Organizational Responsibilities

Bus Operator is an entry-level class in the Transportation Department, GTrans, and under the general supervision of the Transit Operations Supervisor.

Education and Experience

- Must have High School Diploma or equivalent G.E.D. Certificate.
- Must be at least 21 years of age.

- Must have six (6) months' work experience involving customer service or public contact.
- Must have five (5) years driving experience in California or another state.
- Must not have any employment terminations for cause three (3) years prior to closing date and up to the date of hire.

Knowledge Of

Must have knowledge of California motor vehicle laws and ordinances, procedures for the safe operation of a motor vehicle, customer service techniques and practices.

Ability To

- Work independently.
- Skillfully operate a bus safely in various weather and visibility conditions.
- Read and understand maps and schedules.
- Read, understand, and follow rules, regulations, vehicle operating procedures and traffic laws.
- Read, understand, and follow written and oral instructions given in English. Bilingual ability is desirable.
- Understand highway traffic signs and signals.
- Prepare simple reports and make basic math calculations.
- Courteously interact with the public and fellow employees to maintain an effective working relationship.
- Operate a wheelchair ramp and assist passengers with disabilities.
- Remain calm in emergency situations and exercise good judgment.
- Maintain a good attendance and punctuality record.
- Maturity, tact, courtesy and memory are essential to the position.

Physical Demands and Working Conditions

The position is performed within a bus or transportation buildings and occasionally outdoors and is infrequently exposed to extremes in temperature, humidity or wetness, gas and fumes, dust and wind; continuous use of foot controls in repetitive foot movements and continuously exposed to vibration. Work involves long periods of time sitting, bending (neck), extension (up and down), squatting, climbing, stooping, twisting (neck and waist), and reaching at or below shoulder level. Extensive eye-hand coordination is required. Hand movements include fine manipulation, simple and power grasping, driving, steering, pushing, and pulling. Foot movements include using floor pedals for accelerating, braking, activating signals, bending, walking and climbing bus steps. Must have vision at or correctable to 20/40, depth perception, distance vision, peripheral vision and able to distinguish the colors red, green and yellow. Possess hearing in both ears allowing the perception of a whispered voice at five feet away. May be required to occasionally lift up to 33 pounds.

License

To be considered:

1. Must have and maintain, at the time of application, a valid California Class "C" non-commercial Driver's License or equivalent

2. Must provide, at the time of application, a current (dated within last 30 days) California Department of Motor Vehicles (DMV) driving record printout obtained from a DMV Kiosk. printout
3. Must have no more than one (1) moving violation and zero (0) points over the last three (3) years
4. Must have zero (0) license suspensions or license revocations over the past 15 years
5. If a traffic accident reported on your driving record printout was not your fault, you must attach acceptable proof (i.e. No-Fault Letter) to your application for further consideration
6. Must not have any convictions, administrative suspensions or revocations of your driver's license for driving under the influence of alcohol or drugs

Prior to start of training, incumbent must possess a Class B Instruction Permit, or Class A License, or Class B License, with "P" (passenger) endorsement and no air brake restrictions, with a valid medical certificate obtained from a City-selected health care provider.

Once employed, Bus Operators must possess and maintain a valid California Driver's License Class A or B with "P" (passenger) endorsement and no air brake restrictions with a valid medical certificate obtained from a City-selected health care provider.

Special Conditions

This position is designated as “safety-sensitive”. Bus Operators are subject to the rules and regulations of the Federal Transit Administration, the Department of Motor Vehicles, and other regulatory agencies. Candidates must be able to pass a job-related/medical exam, which includes drug and alcohol testing. Employment is subject to background checks and verifications. Operators must also submit to random drug and alcohol testing.

City of Gardena
Gardena, California

Class Specification
September 2024

Relief Bus Operator

(Job Summary)

Under general supervision, safely operates a transit bus on an assigned route according to an established schedule; maintains schedule of routes; picks up and discharges passengers; collects fares; issues/received transfers and provides directions. This position is Part-Time, at-will and may be scheduled to work any time between 3:40 a.m. and 12:00 a.m., seven (7) days a week, including weekends and holidays. Paid training will be provided to prepare for the DMV driving examination and successful completion of the GTrans Bus Operator Training Program.

Representative Duties

The following duties are NOT intended to serve as a comprehensive list of all duties performed by employees in this classification. They only represent a summary of the primary duties and responsibilities.

- Performs daily vehicle inspection on buses; completes appropriate documentation regarding mechanical deficiencies; report any safety concerns to Transportation Operations Supervisors
- Safely operates a bus along an assigned route; utilizing good defensive driving skills; maintains time schedule of route; responsible for the safety of passengers
- Picks up and discharges passengers at designated bus stops; collects fares; issues, receives, and punches transfers
- Provides information regarding directions, routes, and schedules to passengers in a courteous manner
- Receives and transmits two-way radio messages to Transportation Operations Supervisors
- Uses on-board computer-based technology to receive instructions and to communicate with Transportation Operations Supervisors
- Prepares required documents including detailed accident and incident reports, daily logs, etc.
- Assists passengers on and off buses upon request
- Operates wheelchair ramp and properly secures wheelchairs, scooters, and other mobility aids
- Safety, punctuality, attendance, and good customer service is required
- Maintains order on buses while working independently with minimal supervision and does related work as required

Organizational Responsibilities

Bus Operator (part-time) is an entry-level class in the Transportation Department, GTrans, and is under the general supervision of Transportation Operation Supervisor

Education and Experience

- Must have High School Diploma or equivalent G.E.D. Certificate
- Must be at least 21 years of age

- Must have six (6) months' work experience involving customer service or public contact
- Must have five (5) years driving experience in California or another state
- Must not have any employment terminations for cause three (3) years prior to closing date and up to the date of hire

License

To be considered:

1. Must have and maintain, at the time of application, a valid California Class “C” non-commercial Driver's License or equivalent
2. Must provide, at the time of application, a current (dated within last 30 days) California Department of Motor Vehicles (DMV) driving record printout obtained from a DMV Kiosk
3. Must have no more than one (1) moving violation and zero (0) points over the last three (3) years
4. Must have zero (0) license suspensions or license revocations over the past 15 years
5. If a traffic accident reported on your driving record printout was not your fault, you must attach acceptable proof (i.e. No-Fault Letter) to your application for further consideration
6. Must not have any convictions, administrative suspensions or revocations of your driver's license for driving under the influence of alcohol or drugs

Prior to start of training, incumbent must possess a Class B Instruction Permit, or Class A License, or Class B License, with “P” (passenger) endorsement and no air brake restrictions, with a valid medical certificate obtained from a City-selected health care provider.

Once employed, Relief Bus Operators must possess and maintain a valid California Driver's License Class A or B with "P" (passenger) endorsement and no air brake restrictions, with a valid medical certificate obtained from a City-selected health care provider.

Special Conditions

This position is designated as "safety-sensitive". Relief Bus Operators are subject to the rules and regulations of the Federal Transit Administration, the Department of Motor Vehicles, and other regulatory agencies. Candidates must be able to pass a job-related/medical exam, which includes drug and alcohol testing. Employment is subject to background checks and verifications. Operators must also submit to random drug and alcohol testing.

Knowledge Of

Must have knowledge of California motor vehicle laws and ordinances, procedures for the safe operation of a motor vehicle, and customer service techniques and practices

Ability To:

- Work independently
- Skillfully operate a bus safely in various weather and visibility conditions
- Read and understand maps and schedules
- Read, understand, and follow rules, regulations, vehicle operating procedures and traffic laws
- Read, understand, and follow written and oral instructions given in English
- Understand highway traffic signs and signals
- Prepare simple reports and make basic math calculations

- Courteously interact with the public and fellow employees to maintain an effective working relationship
- Operate a wheelchair ramp and assist passengers with disabilities
- Remain calm in emergency situations and exercise good judgement
- Maintain a good attendance and punctuality record
- Maturity, tact, courtesy and memory are essential to the position

Physical Demands and Working Conditions

This position is performed within a bus or transportation buildings and occasionally outdoors and is infrequently exposed to extremes in temperature, humidity or wetness, gas and fumes, dust and wind; continuous use of foot controls in repetitive foot movements and continuously exposed to vibration. Work involves long periods of time sitting, bending (neck), extension (up and down), squatting, climbing, stooping, twisting (neck & waist), and reaching at or below shoulder level. Extensive eye-hand coordination is required. Hand movements include fine manipulation, simple and power grasping, driving, steering, pushing and pulling. Foot movements include using floor pedals for accelerating, braking, activating signals, bending, walking and climbing bus steps. Must have vision at or correctable to 20/40, depth perception, distance vision, peripheral vision and able to distinguish the colors red, green and yellow. Possess hearing in both ears allowing the perception of a whispered voice at five feet away. On occasion, may be required to lift up to 33 pounds.

City of Gardena

Gardena City Council Meeting
AGENDA REPORT SUMMARY

Agenda Item No. 13.A
Section: DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT
Meeting Date: September 10, 2024

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

AGENDA TITLE: Review Of The Façade Improvement Conceptual Design and Program For The Gardena Boulevard Revitalization Program

COUNCIL ACTION REQUIRED:

Staff Recommendations:

- **Review the Gardena Economic Business Advisory Commission (GEBAC)'s recommendations on the Façade Improvement Conceptual Design and Programs prepared by Michael Baker International for the Gardena Boulevard Revitalization Program.**
- **Provide direction to GEBAC to draft the program guidelines for implementing the Façade Improvement Conceptual Design, utilizing the $2 million state earmark.**

RECOMMENDATION AND STAFF SUMMARY:

On January 23, 2024, the City Council directed staff to partner with Michael Baker International and the Gardena Economic Business Advisory Commission (GEBAC) to develop a Façade Improvement Conceptual Design. This initiative, aimed at revitalizing Gardena Boulevard, is supported by a $2 million state earmark.

From March to July 2024, the Gardena Economic Business Advisory Commission (GEBAC) met with Michael Baker International ("Consultant") to coordinate and finalize the Façade Improvement Design for Gardena Boulevard. During these meetings, the Consultant and GEBAC evaluated the strengths and weaknesses of the current streetscape and discussed the long-term vision for its future.

After assessing the existing infrastructure and its components for the façade improvement design, the following programs are recommended for implementation:

- Paint Program: Provide building frontage re-painting services for individual businesses that apply, following a design, bid, apply, and build process.
- Signage Program: Offer pre-designed blade signage for attachment to building fronts for individual businesses that apply, following a design, bid, apply, and build process.
- Awning Program: Provide pre-designed awnings for attachment to building fronts for individual businesses that apply, following a design, bid, apply, and build process.

FINANCIAL IMPACT/COST:

None

ATTACHMENTS:

Gardena Blvd Facade Improvement Design Report.pdf

APPROVED:



_____

Clint Osorio, City Manager

West Gardena Blvd Committee Shopfront Improvement Report

Aaron Lobliner
Peter Quintanilla, CNU-A
Howard Blackson, CNU-A

June 21, 2024

Michael Baker INTERNATIONAL | DESIGN HUB

CITY OF GARDENA FREEWAY CITY INCORPORATED 1930

INTRODUCTION

From March to June, 2024, the Michael Baker International (MBI) Design Hub team met with the City of West Gardena Boulevard Improvement Commission. Tasked with improving this historic shopping street, we discussed what aspects of the street were working well, what wasn't working, and what is the vision for its future. Framing this discussion was the city Public Works Department allocation of $2,000,000.00 for a Storefront Improvement Program.

WEST GARDENA BOULEVARD CONTEXT

The City of Gardena section is located between Normandie and Vermont Avenues, W. Gardena Blvd. The overall main shopping street actually extends two blocks east into the County of Los Angeles. West Gardena Boulevard has played an important role in the development and history of Gardena, California. The following are a few key points about its history:

Early Development: West Gardena Boulevard was part of the early layout of Gardena when the community was first established in the 1880s. The area around Figueroa Street and 161st Street (which later became part of Gardena Boulevard) formed the initial center of the settlement.

Railway Influence: The Los Angeles and Redondo Railway was originally planned to run along what became Gardena Boulevard. However, when the route was changed to Vermont Avenue, the community shifted to accommodate this change.

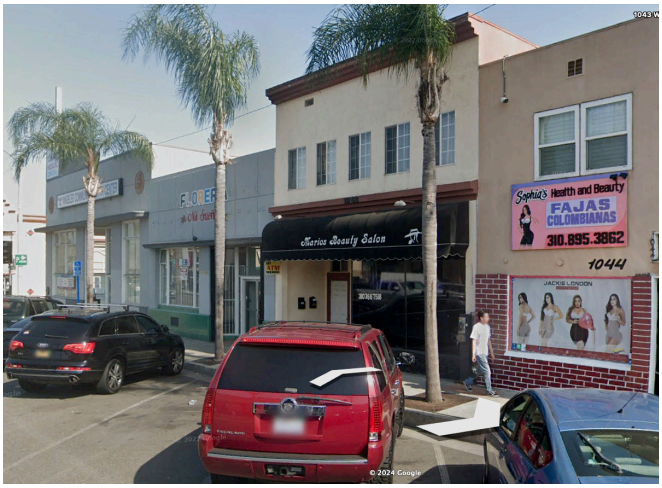
Agricultural Roots: In the early 20th century, the areas along West Gardena Boulevard were part of Gardena's thriving agricultural industry. The city was known as "Berryland" for its extensive strawberry fields and other berry crops.

Japanese American Settlement: As Gardena grew, many Japanese American families moved into new tract homes being built along streets like West Gardena Boulevard.

Post-Incorporation Development: After Gardena's incorporation in 1930, West Gardena Boulevard continued to develop as an important thoroughfare in the city.

Modern Era: Today, West Gardena Boulevard is a major street in Gardena, home to various businesses, residences, and community facilities. It reflects the city's transition from a rural farming community to a diverse suburban area within the greater Los Angeles metropolitan region.





MAIN STREET BEST PRACTICES/PRINCIPLES

First, great shopping main streets are a comfortable walk from edge to edge, usually about 10 minutes from end-to-end and/or 5-minutes walking up one side and walking another 5-minutes back on the other side of the street, 10-minutes total. Walkability is important to those who spend time shopping and thereby will spend more money. The more comfortable for pedestrians a shopping street experience is, the more time people will spend on the street equals to more money spent.

A comfortable shopping experience is found in the follow Main Street design elements:

- Smooth, even, and clean paving for walking in heeled shoes.
- Seating and benches on sidewalks, plazas, and parklets.
- "Right-Sized" street furniture, signage, and parking meters.
- Great lighting, shade, and clear directional signage.
- Security is seen and without any blind corners on building facades or street corners.

[Study Area - From Normandie Ave to Vermont Ave]



[Walking Distances]



CONTEXT-ZONES

Defining the context of a corridor begins with understanding how the site fits into the broader region and transportation network. Understanding the "place type," which is the character, size, and density of the community, can point to opportunities and common challenges to implementing design solutions. Three context zone have been identified for planning purposes:

Edge Condition. On the westside, from Normandie Ave to South Budlong Ave, has an eclectic mix of commercial, office, and apartments built most recently from the mid-century era until today. This segment lacks any rear alley service lanes and all access is from W. Gardena Blvd. via curb-cuts and driveways. This creates an uncomfortable shopping and walking experience with multiple conflicts between pedestrians and cars accessing each lot. The most suburban condition with free-standing buildings, and no street trees.

Transition Conditions. From S. Budlong Ave. to the lots facing the intersection of S. Berendo Ave. and W. Gardena Blvd. In addition, this a similar context to the lots and east of Vermont Ave to S. Menlo Ave., which is located in the County of Los Angeles and not-a-part of the study area. These blocks are alley served, but not as complete at the Core condition with the historic Post Office as well as a few apartment and office buildings making this a transition between a more varied mix of uses. Buildings are both attached and free-standing with street trees in at grade tree grates.

Core Condition. The historic main shopping street is located between the Post Office and Berendo Ave. to Vermont Ave. Alley service, off-street public and private parking areas, continuously attached single and two-story shopfront buildings lining W. Gardena Blvd. This is the most urban condition, with no curb-cuts and street trees in at grade tree grates.

[Three Context Zones - From Normandie Ave to Vermont Ave]



MAIN SHOPPING STREET AREA

The historic main shopping street holds approximately 275,000 sq ft., of gross leasable area, which is defined by the Urban Land Institute (ULI) as a **Regional Center** with a typical 300,000 sq ft minimum - 850,000 sq ft. maximum area. The city of Gardena study area is combined with the additional 120,000 sq ft located in the County of Los Angeles, the overall main street area fits the ULI definition at 385,000 sq ft. total. This shopping area is greater than a neighborhood or town center, however, it is not a typical suburban, mid-century until today's auto-oriented regional center. It is a hybrid that attracts both local shoppers who walk to the street and regional and automobile transit riders from miles away.

The ULI standard for the 'service area' for a Regional Center, which is an estimated radius area shoppers will travel to W. Gardena Blvd. is five (5) miles to fifteen (15) miles. As a hybrid, the shoppers attracted to the main street are within .25 mile (quarter-mile) to fifteen (15) miles. This hybrid structure give this shopping type an advantage over the suburban, auto-oriented shopping or smaller-scale neighborhood convenience shops.

A regional center provides for the sale of general merchandise (apparel, furniture, and home furnishings) in depth and variety, as well as a range of services and recreational facilities. It is anchored by one or two department stores. In practice, the regional center is the second largest type of shopping center, providing services typical of a business district yet not as extensive as those of the super regional mall.

It is important to note the gross leasable space on W. Gardena Blvd is similar to the leasable space on W. Artesia Blvd. However, the patterns are completely different as this main shopping street is both walkable and auto and transit served, while the suburban centers to the south are not walkable. Again, another advantage for the future of W. Gardena Blvd.

Main Street - Approximately 60 Businesses in the Transition and Core Zones]



W. GARDENA BLVD ANCHORS

The main shopping street is anchored to the east side on Vermont Ave with the Gardena Supermarket, at 20,000 sq. ft.,in the middle with Gardena Department Store, and on the west side by Giuliano's Deli, at 13,000 sq. ft., nearest Budlong Ave.

[Gardena Supermarket - Corner of New Hampshire Ave.]



[Gardena Department Store - Corner of S. Berendo Ave.]



[Giuliano's Deli - Western Edge Across from Public Parking Spaces]



W. GARDENA BLVD SHOPS

The west side is more urban and attached single-story and two-story mixed use and commercial buildings. The east side is more attached and detached single-story buildings.

[East Side Mid-Block Single and Two-Story Shops]



[Middle Area Two-Story Mixed-Use Shops]



[West Side Mid-Block Detached and Attached Single and Two-Story Shops]



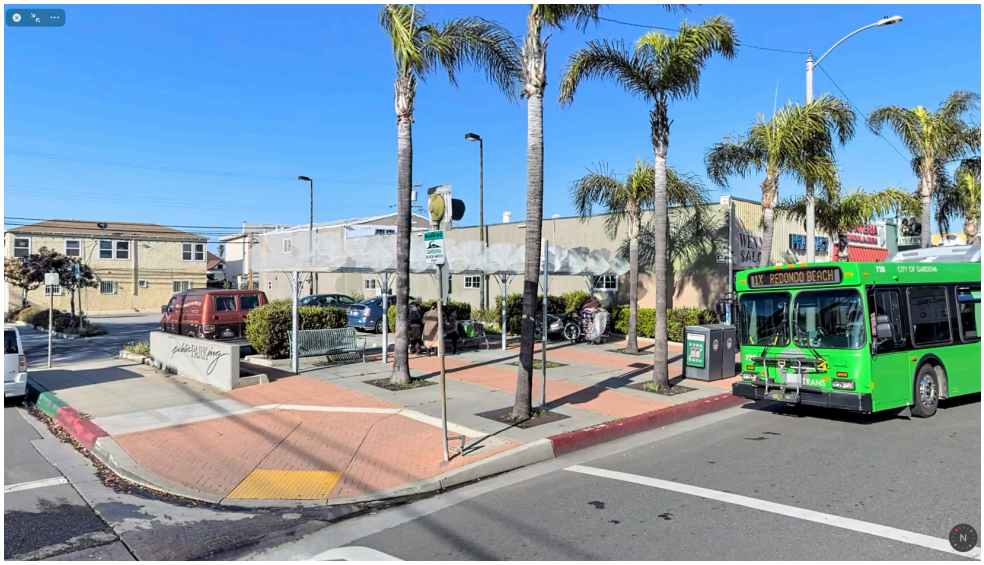
W. GARDENA BLVD AMENITIES

The main shopping street has two (2) public parking areas, angled on-street parking, historic Gardena Post Office, public parklet, medical center, and multiple bus stops.

[Public Parking - West Side Area]



[Public Parking and Bus Stop - Corner of S. Berendo Ave.]



[Post Office - Corner of S. Berendo Ave.]



Michael Baker INTERNATIONAL | DESIGNHUB

[East Side Medical Center



[Middle Area Public Parklet]



[On-Street Angled Parking Throughout]



STANDARD SHOPFRONT ELEMENTS

The following public realm sidewalk design elements for improvement are the following:

Curbside Lane (The transition zone from 20mph drive lanes to stopping curbside)

Delivery and Drop off - For example, Lyft/Uber, and Amazon deliveries.
Bus Loading Lanes - Located every quarter-mile from Vermont Ave to the west.
On-Street Metered Parking - 2-hour longer term to 5-minute drop off zones.
Parklets - Outdoor curb lane dining or seating area within a parking space.

Furnishing Zone (from zone from back of curb to the edge of the sidewalk)

Street Lights - City Public Works Dept is currently installing new street lights.
Street Trees - Palm Trees are the preferred species for decorative rather than shade purposes.
Seating - Bus stops, public parking areas, and places along the shopping street for resting.
Signage - Directional and destination signage to assist shoppers.
Banners - Business and promotional marketing banners on street lights and freestanding.

Walkways (Unobstructed, clear, and level)

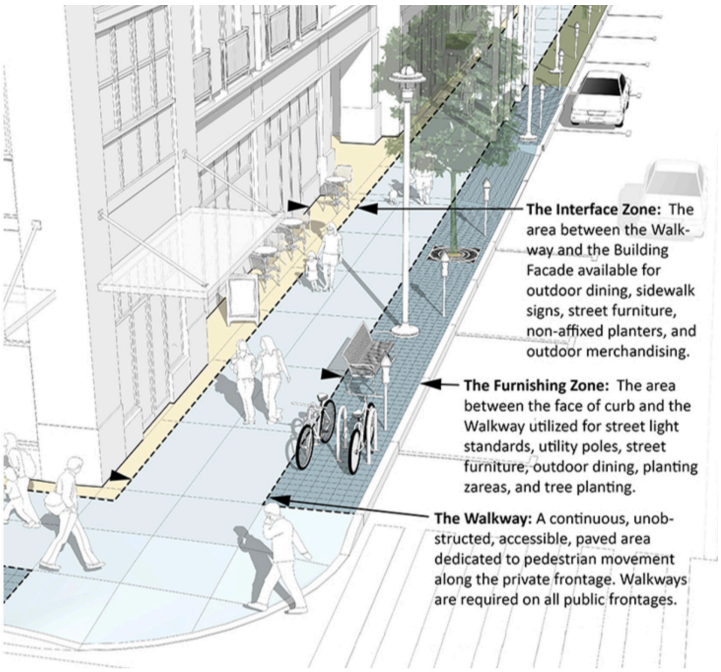
Shopfront Encroachment Zones (Interface between the public sidewalk and private building fronts)

Outdoor Dining and Display - Extended private space into the public right-of-way.
Temporary Signage - Sandwich board displays during operating hours.
Awnings and Shade Structures - Extending from the building facade to cover the sidewalk.
Balconies - Upper floor outdoor area

Private Buildings Facades (Shopfront fronts, located on the corner or mid-block)

Painted Surfaces - Facades and columns.
Doors and Windows - Ground floor shops are more transparent than upper floor windows.
Lighting and Signage - To Illuminate several types of signage and architectural details
Managed Bathroom Access - For public shoppers use.

[Private Buildings Fronting onto the Public Right-of-Way Design Elements]



STOREFRONT IMPROVEMENT PROGRAM GENERAL RECOMMENDATIONS

The following are our recommendations to implement the 2024 City of Gardena Storefront Improvement Program for West Gardena Boulevard.

Intent: Because of the new Park-Once Program, the emphasis on walking up and down Main Street to shop, and these blade signage and awning elements make for a more informative and comfortable walking experience.

Paint Program: Offer Building Frontage Re-Painting Services for Individual Businesses that Apply (Design, Bid, Apply, and Build Process).

Signage Program: Offer Pre-Designed Blade Signage to Attach to Building Fronts for Individual Businesses that Apply (Design, Bid, Apply, & Build Process).

Awning Program: Offer Pre-Designed Awnings to Attach to Building Fronts for Individual Businesses that Apply (Design, Bid, Apply, & Build Process).

PROGRAM COST ASSUMPTIONS

Cost Assumptions: $2,000,000 for 60 Businesses = $33,333 Each
Paint Program: Exterior commercial painting costs on average $4,000 per floor. Expect to pay $2 - $4 per square foot on exterior walls, which averages about 1,000 square foot each floor, 2,000 sq ft max on single-floors with large parapets. So, conservative estimate is $4,000 + $4,000 contingency each ($8,000 total each biz) x 60 = $480,000.00

Blade Signage Program: Cost $500 Each + $500 Each in Installation Labor (City-led) = $1,000 + $1,000 Contingency = ($2,000 Each) x 60 = $120,000.00

Awning Program: Budget for Awning Repair or New Installation at $20,000 each; Budget for 60 businesses = $1,200,000.00

Cost Estimate: $1,800,000.00 Total with $20,000.00 extra for contingencies.

DESIGN ISSUES FOR COMMITTEE CONSIDERATION

Mid-Block Buildings are Less Expensive: There are approximately 50 of these businesses, and cost of painting and awnings depend on the length of the shopfront lots, which vary between 25-feet, 30-foot, 40-foot, and increments.

Corner Lots are More Expensive: There are only 10 of these. The standards should state, “paint and awning wrap around to the side street for up to 30-feet in length.”

Awning Support Brackets should Match Street Light Style: A simple metal shed awning should have brackets similar to the new Streetlights style. The awnings should be up to six-feet (6’) to provide shade/shelter.

Blade Signage: Should be located at least eight-feet (8’) above the sidewalk.

STOREFRONT IMPROVEMENT PROGRAM - FINAL GRAPHICS

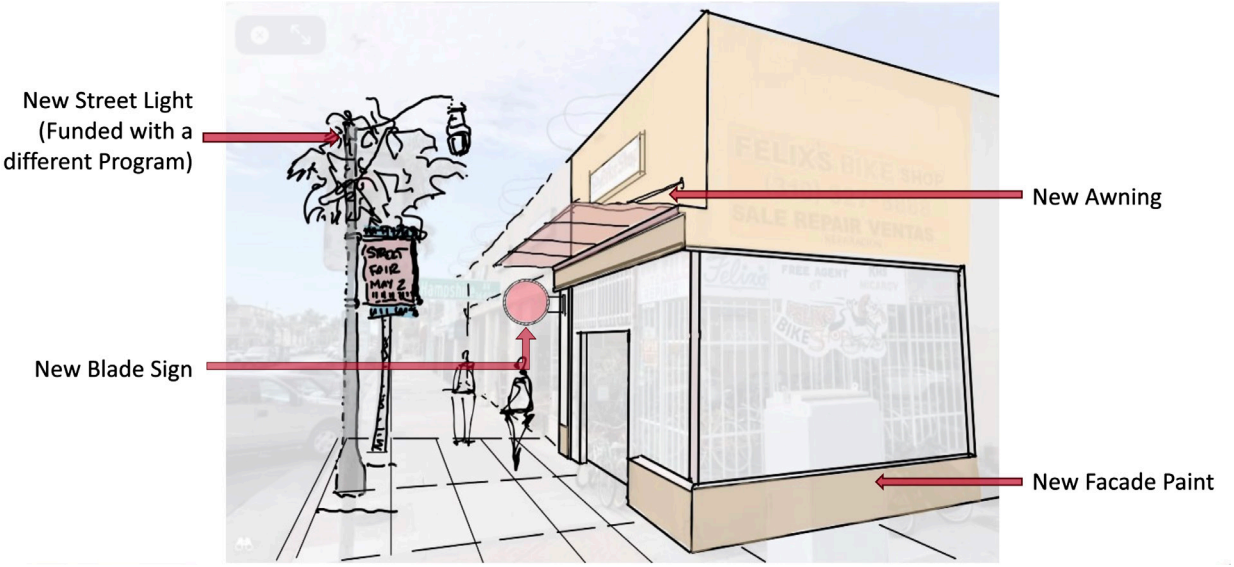
Intent: Because of the new Park-Once Public Program and signage program with the city Public Works Department installing new decorative street lights, the emphasis is on the pedestrian experience and information. The paint, blade signage, and awning elements make for a more informative and comfortable walking experience.

The following graphics illustrate the Committee's implementation plan for the 2024 City of Gardena $2,000,000 Storefront Improvement Program for West Gardena Boulevard:

[Existing Condition Example]



[Scenario 1 - Paint, Metallic Awning, and Attached Blade Signage]



STOREFRONT IMPROVEMENT PROGRAM - FINAL RECOMMENDATIONS

The following are the Committee's recommendations to implement the 2024 West Gardena Boulevard Storefront Improvement Program:

Paint Program: Offer three (3) colors (darker base, lighter top and accent colors) re-painting services for individual businesses that apply (Design, Bid, Apply, and Build Process).

We recommend applicants using Sherwin-Williams exterior guidelines for HOA communities located in the City of Gardena. See: https://www.sherwin-williams.com/homeowners/color/find-and-explore-colors/hoa/gardena/ca/gardena-villas/

Signage Program: Offer pre-designed, attached to the building facade blade signage to be located within the public encroachment zone for individual businesses that apply (Design, Bid, Apply, & Build Process).

A pre-approved blade signage encroachment agreement will be offered with the package.

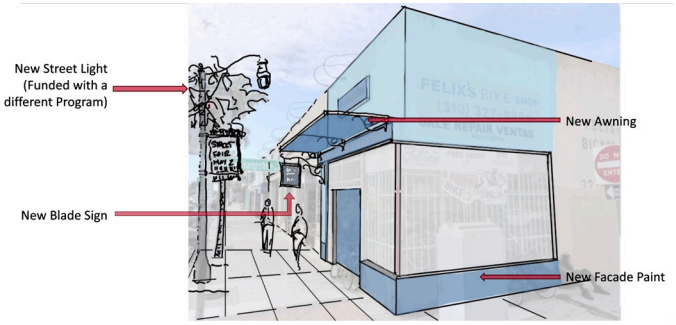
Awning Program: Offer pre-designed awning, canvas or metallic material with metal brackets attached to building fronts and located within the public encroachment zone for individual businesses that apply (Design, Bid, Apply, & Build Process).

A pre-approved awning encroachment agreement will be offered with the package.

ADDENDUM: ADDITIONAL WORKSHOP GRAPHICS AND COMMENTS

The following are the other scenarios and notes generated during the May 15, 2024 Committee Meeting. The other scenarios below, #2 and #3, were rejected for scenario #1, which is deemed to be the simplest to implement. The LiveBuild Notes show the discussion that shaped the recommendation. These are for reference purposes only.

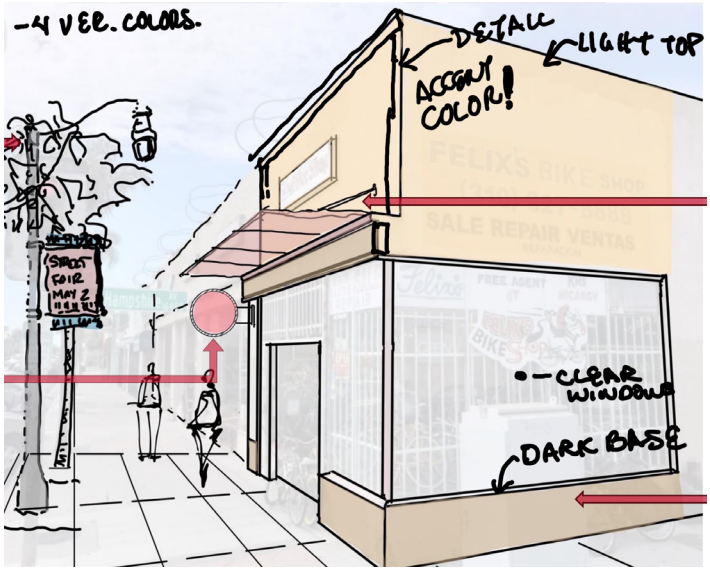
[Scenario 2]



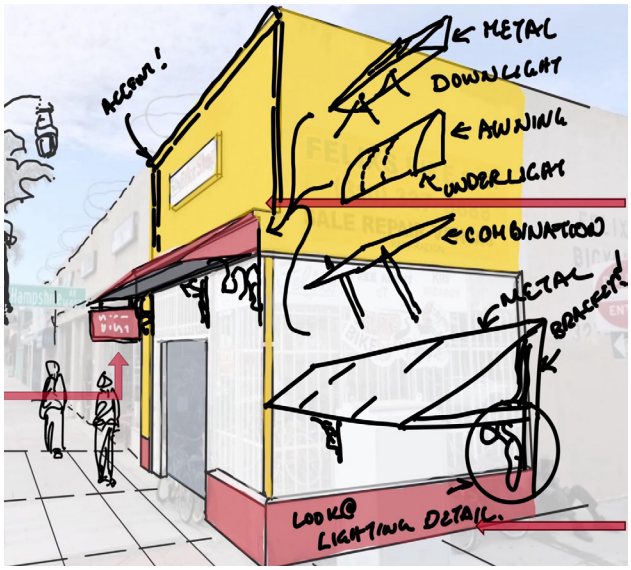
[Scenario 3]



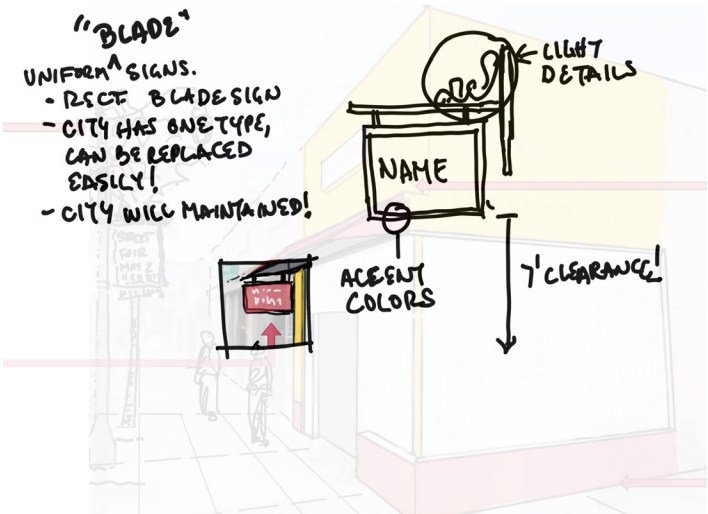
[Paint Program Comments]



[Awning Program Comments]



[Blade Signage Comments]



[Multiple Storefronts - Before]



[Multiple Storefronts - After Improvements]



[Aerial View of Improvements]



OVERALL VISION IMPLEMENTED BY A SERIES OF SMALL INTERVENTIONS

These improvements, blade signage, painting, and awnings, collectively improve W. Gardena Blvd. shopping experience when matched with new street lights, street tree maintenance, future streetscape improvements at intersections, and ceremonial entry signage at Vermont Ave. Collectively, these improvements will add up to greater value for local business owners, visitors, and city revenue generation. The city's shopfront improvement program is a catalyst for revitalizing this important and historic shopping main street.

ACKNOWLEDGMENTS

CITY OF GARDENA CITY COUNCIL

WEST GARDENA BOULEVARD COMMITTEE

CITY OF GARDENA STAFF

Jackie Choi, Economic Development Manager
Greg Tsujiuchi, Director of Community Development

MICHAEL BAKER INTERNATIONAL

Aaron Lobliner, Project Manager
Peter Quintanilla, Direction - Design Hub
Howard Blackson, Urban Design Manager

DESIGN HUB BY

Michael Baker INTERNATIONAL

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 16.A
Section: DEPARTMENTAL ITEMS - PUBLIC WORKS
Meeting Date: September 10, 2024

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

AGENDA TITLE: Award Construction Contract for the Artesia Boulevard Arterial Improvement Project, JN 935, from Western Avenue to Vermont Avenue to DASH Construction Company in the amount of $5,311,440.36. Additionally, Award Construction Management and Inspection Services Contract to Anser Advisory, in the amount of $358.279.50, Approve the Design Contract Change Order Services to Cannon Corporation in the amount of $52,181.00, Approve the Project Plans & Specifications, Approve a Budget Appropriation of $775,000 for 18% Project Contingency and Job Cost, and Declare California Environmental Quality Act (CEQA) Exemption under Section 15301

COUNCIL ACTION REQUIRED:

Staff Recommendation:

- **Award Construction Contract to DASH Construction Company**
- **Award Construction Management and Inspection Services to Anser Advisory**
- **Approve Design Contract Change Order Services to Cannon Corporation**
- **Approve Project Plans and Specifications**
- **Approve Budget Appropriation for Project Contingency and Job Cost**
- **Declare CEQA Exemption Under Section 15301**

RECOMMENDATION AND STAFF SUMMARY:

The Los Angeles County Metropolitan Transportation Authority (LACMTA) granted $2,523,000 in Measure R Highway funds in October 2021 and an additional $2,305,000 in June 2023 for the Artesia Boulevard Arterial Improvement Project from Western Avenue to Vermont Avenue. The City has also appropriated $1,650,000 in Prop C funds for items ineligible for reimbursement under Measure R Highway, bringing the total project funding to $6,696,000. Additionally, a budget appropriation of $575,000 Measure M Local funds and $200,000 Measure R Local funds is necessary to establish project contingency and job cost.

The project scope includes traffic signal upgrades for five signalized intersections, the extension of three left turn pockets, grind and overlay of asphalt pavement, irrigation and hardscape/landscape enhancements, removal and replacement of concrete sidewalks, curbs, gutters, and curb ramps.

In June 2024, Public Works finalized the plans and specifications and published a bid request in CR Planwell, Gardena Valley News and the City website. The following nine bids were received on July 31, 2024:

1. DASH Construction Company, Inc., Woodland Hills	$ 5,311,440.36
2. Sully-Miller Contracting Company, Brea	$ 5,670,780.00
3. Calpromax Engineering Inc. Placentia	$ 5,997,616.00
4. Palp, Inc, Long Beach	$ 6,173,670.00
5. All American Asphalt, Corona	$ 6,219,219.00
6. Hardy and Harper, Inc., Lake Forest	$ 6,300,000.00
7. Griffith Company, Brea	$ 6,303,886.00
8. Sequel Contractors, Inc., Santa Fe Springs	$ 6,356,625.00
9. Onyx Paving Company, Anaheim	$ 6,893,000.00

DASH Construction Company, Inc. was the lowest responsive bidder. They are licensed and have a solid, verified record of construction projects from the California State Licensing Board and other local municipalities throughout Southern California. They will be required to meet all bonding and financial standards. The tentative construction start date for this project is April 2025, due to material lead times, and anticipated to take six months to complete.

There will be a minimum of two notices to each fronting property owners and/or tenants: the first notice one month prior to construction, and the second notice two weeks before the start of construction. Additional notifications will be provided if pedestrian or vehicular access to private property is temporary blocked or if there are delays during each phase or segment of work. Additionally, eight traffic advisory message signs will be set up two weeks prior to and throughout the entire construction period.

During the construction period, the roadway paving and striping phase will be conducted at night between 8:00 p.m. and 5:00 a.m., with a minimum of one lane open in each direction.

During the regular daytime work hours, at least two lanes will be kept open for all non-pavement work. This schedule is based on the previous paving construction on Artesia in 2013, and the 24-hour traffic volume count used to determine peak hour patterns.

A request for Construction Management and Inspection (CMI) services for this project was also sent to three on-call consultants on June 17,2024. Anser Advisory submitted the lowest responsible proposal in the amount of $358,279.50. Anser Advisory specializes in CMI services for multi-trade projects like this one and has been providing services to municipalities throughout the County of Orange, San Bernardino, and Los Angeles for the past decade. The firm has also successfully assisted with three projects for the City of Gardena in recent years.

The Design Consultant, Cannon Corporation, whose contract dates back to the time when only design funds had been appropriated, have submitted a contract change order proposal for construction support services in the amount of $52,181.00. The scope includes reviewing submittals, responding to request for information, construction observation, supporting timing sheet conversion for new controllers, clarification and coordination railroad work, and preparation of as-built plans. These services are needed but were not part of the original contract.

In conclusion, staff recommends that the City Council award construction contract for the Artesia Boulevard Arterial Improvement Project, JN 935, from Western Avenue to Vermont Avenue to DASH Construction Company in the amount of $5,311,440.36 and additionally:

a. Award Construction Management and Inspection (CMI) Services to Anser Advisory in the amount of $358,279.50.
b. Approve a Design Contract Change Order to Cannon Corp. in the amount of $52,181.00.
c. Approve the Plans and Specifications.
d. Authorize a budget appropriation of $575,000 from Measure M Local funds and $200,000 Measure R Local funds to establish an 18% project contingency and cover staff job costs during construction.
e. Declare this project to be categorically exempt under CEQA, Class 1, Section 15301, as rehabilitation of existing facilities.

FINANCIAL IMPACT/COST:

Sources of Funds:

Measure M Highway	$4,277,722.00
Proposition C	$1,650,000.00
Measure M Local	$ 575,000.00
Measure R Local	$ 200,000.00
Total	$6,702,722.00

Estimated Expenditures:

Remaining Balance of Design Services Contract	$ 1,822.11
Construction Support	$ 52,181.00
Construction Management and Inspection	$ 358,279.50
Construction Contract Award	$5,311,440.36
Project Contingency (18%)	$ 956,000.00
Total	$6,679,722.97

ATTACHMENTS:

JN935_DASH ConstructionCompanyInc_Bid.pdf
JN935_AnserAdvisory Proposal.pdf
JN935_Cannon's Reqst.pdf
JN935_Specifications & Plans.pdf
Notice of Exemption JN 935 Ph2.pdf

APPROVED:



_____

Clint Osorio, City Manager

BID PROPOSAL (BP)

ARTESIA BOULEVARD ARTERIAL IMPROVEMENTS

PROJECT NO. JN 935, PHASE 2

Contractor:	DASH Construction Company, Inc.
Address:	6320 Canoga Ave. Suite 220, Woodland Hills, CA 91367
Phone:	(747)226-1744
Fax:	N/A
License No.:	869505
D.I.R. No.	1000027444
Email:	Info@dashconstructioncompany.com

To Be Submitted

WITH

Bid Package

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

BID SCHEDULE

The undersigned, having examined the proposed Contract Documents titled:

ARTESIA BOULEVARD ARTERIAL IMPROVEMENTS

and having visited the site and examined the conditions affecting the work, hereby proposes and agrees to furnish all labor, materials, equipment, and appliances, and to perform operations necessary to complete the work as required by said proposed Contract Documents and itemized bid schedule below. All work shall be completed within **one hundred (100) Working Days** from the date the Notice of Proceed is issued by the Engineer.

Item No.	Item Description	Unit	Approx Quantity	Unit Price in Figures	Item Total
1	Mobilization/Demobilization (not to exceed 5% of subtotal)	LS	1	218000.00 $ /	$218000.00
2	Traffic Control (Including Construction Signs and CMS)	LS	1	$352000.00	$352000.00
3	Cold Mill Asphalt Pavement (2" uniform depth)	SF	595,000	$ 0.48	$286337.80
4	Remove and Construct PCC 6" Median Curb	LF	515	$ 80.00	$41200.00
5	Remove and Construct Curb and Gutter	LF	500	$ 111.00	$55500.00
6	Remove and Construct Concrete Sidewalk	SF	3,860	$ 19.75	$76235.00
7	Remove and Construct Concrete Driveway	SF	690	$ 21.75	$15007.50
8	Remove and Construct Curb Ramp	EA	35	$ 8660.00	$303100.00
9	Remove and Construct PCC Cross Gutter Panel	SF	60	$1499.00	$ 89940.00
10	Construct Cobble Maintenance Strip (12" wide)	SF	3,830	$ 26.95	$103220.42
11	Construct Cobble Field Paving	SF	14,620	$26.30	$384485.53
12	Construct AC Digout / Reconstruction (10" Thick)	TON	1,960	$225.00	$441000.00
13	Construct 2" Asphalt Rubber Hot Mix Surface Course	TON	7,430	$151.58	$1126239.40
14	Install ADA Truncated Domes for Track Crossings	EA	4	$948.70	$3794.80
15	Install Type E Traffic Loops for eastbound Artesia at Vermont	EA	8	$471.70	$3773.60

Item No.	Item Description	Unit	Approx Quantity	Unit Price in Figures	Item Total
16	Adjust Manhole Frame and Cover to Grade	EA	12	$2120.00	$25440.00
17	Adjust Water Valve to Grade	EA	5	$1060.00	$5300.00
18	Traffic Signal Modification – Artesia Boulevard and Gardena Market Place	LS	1	$150516.00	$150516.00
19	Traffic Signal Modification – Artesia Boulevard and Dalton Avenue	LS	1	$190185.00	$190185.00
20	Traffic Signal Modification – Artesia Boulevard and Normandie Avenue	LS	1	$372400.00	$372400.00
21	Traffic Signal Modification – Artesia Boulevard and Gateway	LS	1	$279814.56	$279814.56
22	Traffic Signal Modification – Artesia Boulevard and Shopping Center	LS	1	$126850.00	$126850.00
23	Remove Existing, Furnish and Install LED Illuminated Street Name Sign	EA	13	$3481.00	$45253.00
24	Signing, Pavement Markings, and Striping	LS	1	$104567.00	$104567.00
25	Irrigation Improvements	LS	1	$214000.00	$214000.00
26	Landscape Improvements	LS	1	$298000.00	$298000.00

TOTAL CONTRACT BID:

(Figures) $ 5,312,159.61

(Words) Five million three hundred twelve thousand one hundred Fifty nine dollars and sixtyone cents.

ALTERNATE BID ITEM

Item No.	Item Description	Unit	Approx Quantity	Unit Price in Figures	Item Total
23A	Remove Existing, Furnish and Install Reflective Street Name Sign *(see Appendix F)*	EA	19	$3700.00	$70300.00

TOTAL ALTERNATE BID ITEM:

(Figures) $ 70,300.00

(Words) Seventy thousand three hundred dollars and zero cents

*** In case of error in extension of price into the total price column, the unit price will govern.**

The contract shall be awarded to the lowest responsible bidder based on the TOTAL CONTRACT BID.

All work required and shown on the construction plans and this specification for which no price or item is listed on this proposal, it shall be understood that such work, equipment, labor, tools and materials shall be provided without extra charge, allowance or direct payment of any kind. Payment for performing such work or furnishing such equipment, labor, tools and materials shall be included in the above lump sum or unit bid prices and no additional compensation will paid therefore.

If the City determines that any of the unit bid prices are significantly unbalanced to the potential detriment of the City, the bid will be replaced as non-responsive.

In case of any discrepancy between the words and the figures, the words shall prevail. If the unit price and the total amount for any item are not in agreement, the unit price alone shall be considered to represent the bidder's intention and all totals will be corrected to conform thereto.

Attached hereto is cash, a certified check, a cashier's check, or a bidder's bond in the amount of 10% Dollar s, said amount being not less than 10 percent of the amount bid. Pursuant to Public Contract Code Sections 20172 and 20174, it is agreed a portion equal to the difference between the low bid and second low bid shall be retained as a bid bond forfeiture by the City if the undersigned fails or refuses to execute the Contract and furnish the required bonds and certificates of insurance within the time provided.

DASH Construction Company, Inc.
Name of Bidder

Signature of Bidder

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

ACKNOWLEDGEMENT OF ADDENDA RECEIVED

The Bidder shall acknowledge the receipt of addenda by number and date each addendum received.

Addendum No. 1 Date 07/17/2024 Addendum No. ____ Date _____

Addendum No. ____ Date _____ Addendum No. ____ Date _____

Addendum No. ____ Date _____ Addendum No. ____ Date _____

Addenda will be issued only through the ARC Document Solutions and access under their Public Planroom (http://www.e-arc.com/location/costa-mesa/). It is the Bidder's sole responsibility to visit the Planroom to obtain and administer any Addendum related to this bid. **An Addendum must be acknowledged above by a bidder in its submitted form of Proposal.**

If an addendum or addenda have been issued by the City and not noted above as being received by the Bidder, the Bid Proposal may be rejected.

Bidder's Signature

07/15/2024
Date

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

BIDDER'S DECLARATION

It is understood and agreed that:

1. The undersigned has carefully examined all documents which will form a part of the Contract; namely, the Notice Inviting Bids, the Instructions to Bidders, this Proposal, the Bid Bond, the Contract, the Faithful Performance Bond, the Payment Bond, the federal requirements, if any, the Plans and Specifications, the Special Provisions, and the Technical Provisions.

2. The undersigned has, by investigation at the site of the work and otherwise, satisfied himself as to the nature and location of the work and fully informed himself as to all conditions and matters, which can in any way affect the work or the cost thereof.

3. The undersigned fully understands the scope of work and has checked carefully all words and figures inserted in this Proposal and he further understands that the City will not be responsible for any errors or omissions in the preparation of the Proposal.

4. The undersigned agrees and acknowledges that he is aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and that the undersigned will comply with such provisions before commencing the performance of the Contract if it is awarded to the undersigned.

The undersigned will execute the Contract and furnish the required statutory bonds and certificates of insurance within the period of time specified in the Contract Documents.

The undersigned will begin work after award of Contract and a Notice to Proceed has been given as herein specified and will complete said work within the time specified in the Bidding Schedule.

5. The undersigned certifies that this Proposal is genuine and not sham or collusive, or made in the interest or on behalf of a person not herein named, and the undersigned has not directly or indirectly induced or solicited any other bidder to put in a sham bid nor induced any other person, firm, or corporation to refrain from bidding. The undersigned has not in any manner sought by collusion to secure for himself any advantage over any other bidder.

6. The undersigned will accept an award and enter into a Contract for all work scheduled herein on which he puts in a bid. The awards for such work are to be entirely at the discretion of the City after evaluation of the bids as submitted. The undersigned agrees that the City shall recover or retain as a bid bond forfeiture an amount equal to the difference between the low bid and amount of the bid of the bidder with whom the City enters into a Contract, and the surplus, if any, shall be returned to the lowest bidder in accordance with the provisions of the Public Contract Code Sections 20172 and 20174 in the event of his failure to execute a Contract and furnish required bonds and insurance therefore within the time provided.

BIDDER'S DECLARATION (Continued)

7. The undersigned bidder stated under penalty of perjury that the representations made in submitting this bid are, to the best of his/her knowledge, true, accurate, and complete.

Respectfully submitted,

DASH Construction Company, Inc.	DASH Construction Company, Inc.
Contractor's Business Name	Contractor (Print) Title
6320 Canoga Ave. Suite 220	President
Business Address: Street	Signature Title
Woodland Hills, CA 91367	869505 A, B, C8, C12, C13, C15, C23, C27, C32, C33, C60, C61-D49
City State Zip	Contractor's License No. and Classification
(747)226-1744	N/A
Business Phone Number	Business Fax Number
07/15/2024	
Date	
Dariush Shahnavaz President	5301 Balboa Blvd. #H16, Encino, CA 91316
Name Title	Residence: Street
Woodland Hills CA 91367	N/A
City State Zip	Residence Phone Number

Note: If the bid is made by an individual, it must be signed with the full name of the bidder, whose address must be given: if it is made by a firm, it must be signed in the co-partnership's name by a general partner thereof, who shall also sign his or her own name, and the name and full address of each partner (general and/or limited) must be given; and if it is made by a corporation, it must be signed by a properly authorized officer, the corporate name shall be set forth, and the corporate seal shall be affixed.

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

NON-COLLUSION AFFIDAVIT

(To be executed by Bidder and submitted with Bid)

State of California

County of Los Angeles

Dariush Shahnavaz being first duly sworn, deposes and says that he or she is President of DASH Construction Company, Inc. the party making the foregoing bid, that the bid is not made in the interest of, or on the behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay fee to any corporation, or agent thereof to effectuate a collusive or sham bid.

DASH Construction Company, Inc.
NAME OF BIDDER

SIGNATURE OF BIDDER

6320 Canoga Ave. Suite 220
ADDRESS OF BIDDER

Woodland Hills,	CA	91367
CITY	STATE	ZIP

ALL SIGNATURES MUST BE WITNESSED BY NOTARY
(attach appropriate jurats)

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

DECLARATION OF ELIGIBILITY TO CONTRACT

[Labor Code Section 1777.1; Public Contract Code Section 6109]

The undersigned, a duly authorized representative of the contractor, certifies and declares that:

1. The undersigned contractor is aware of Sections 1777.1 and 1777.7 of the California Labor Code, which prohibit a contractor or subcontractor who has been found by the Labor Commissioner or the Director of Industrial Relations to be in violation of certain provisions of the Labor Code, from bidding on, being awarded, or performing work as a subcontractor on a public works project for specified periods of time.

2. The undersigned contractor is not ineligible to bid on, be awarded or perform work as a subcontractor on a public works project by virtue of Sections 1771.1 or 1777.7 of the California Labor Code or any other provision of law.

3. The undersigned contractor is aware of California Public Contract Code Section 6109, which states:

> "(a) A public entity, as defined in Section 1100 [of the Public Contract Code], may not permit a contractor or subcontractor who is ineligible to bid or work on, or be awarded, a public works project pursuant to Section 1777.1 or 1777.7 of the Labor Code to bid on, be awarded, or perform work as a subcontractor on, a public works project. Every public works project shall contain a provision prohibiting a contractor from performing work on a public works project with a subcontractor who is ineligible to perform work on the public works project pursuant to Section 1771.1 or 1777.7 of the Labor Code."
>
> "(b) Any contract on a public works project entered into between a contractor and a debarred subcontractor is void as a matter of law. A debarred subcontractor may not receive any public money for performing work as a subcontractor on a public works contract, and any public money that may have been paid to a debarred subcontractor by a contractor on the project shall be returned to the awarding body. The contractor shall be responsible for the payment of wages to workers of a debarred subcontractor who has been allowed to work on the project."

4. The undersigned contractor has investigated the eligibility of each and every subcontractor the undersigned contractor intends to use on this public works project, and has determined that none of them is ineligible to perform work as a subcontractor on a public works project by virtue of the foregoing provisions of the Public Contract Code, Sections 1771.1 or 1777.7 of the Labor Code, or any other provision of law.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Executed this 15th day of July, 2024, at Woodland Hills *(place of execution)*, California 91367.

Signature: _____ Name: Dariush Shahnavaz

Title: President Company: DASH Construction Company, Inc.

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

THAT DASH CONSTRUCTION COMPANY INC, as Principal, and The Ohio Casualty Insurance Company, as Surety, are held firmly bound unto the City of Gardena in the sum of $ 10% of Bid ; Ten Percent of Total Amount Bid DOLLARS,
(not less than ten percent of total amount of bid)
for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, said Principal has submitted a bid to the City to perform all work required under the following:

PROJECT: **ARTESIA BOULEVARD ARTERIAL IMPROVEMENTS**

NOW, THEREFORE, if said Principal is awarded a Contract by the City and, within the time and in the manner required in the Specifications for said project, enters into the written form of Contract bound with said Specifications and furnishes the required bonds, one to guarantee faithful performance and the other to guarantee payment for labor and materials, then this obligation shall be null and void, otherwise it shall remain in full force and effect. In the event suit is brought upon this bond by the City and judgment is recovered, said Surety shall pay all costs incurred by the City in such suit, including a reasonable attorneys' fee to be fixed by the court. Surety hereby waives the provisions of California Civil Code §2845.

SIGNED AND SEALED, this 16th day of July, 2024.

DASH CONSTRUCTION COMPANY INC (SEAL)	The Ohio Casualty Insurance Company (SEAL)
Principal	Surety
BY: _____	BY: _____
Signature Darvish Shahnavaz, President	Signature Rebecca Haas-Bates, Attorney-in-Fact

Note: This bond must be dated, all signatures must be notarized, and evidence of the authority of any person signing as attorney–in-fact must be attached.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT **CIVIL CODE § 1189**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Orange)

On 07/16/2024 before me, L. Gomez, Notary Public,
Date *Here Insert Name and Title of the Officer*

personally appeared Rebecca Haas-Bates
Name(s) of Signer(s)

,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/~~are~~ subscribed to the within instrument and acknowledged to me that ~~he~~/she/~~they~~ executed the same in ~~his~~/her/~~their~~ authorized capacity(~~ies~~), and that by ~~his~~/her/~~their~~ signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

L. GOMEZ
Notary Public - California
Orange County
Commission # 2413682
My Comm. Expires Aug 23, 2026

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature L. Gomez
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Bid Bond Document Date: 07/16/2024
Number of Pages: One (1) Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: Rebecca Haas-Bates	Signer's Name: _____
☐ Corporate Officer — Title(s): _____	☐ Corporate Officer — Title(s): _____
☐ Partner — ☐ Limited ☐ General	☐ Partner — ☐ Limited ☐ General
☐ Individual ☑ Attorney in Fact	☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator	☐ Trustee ☐ Guardian or Conservator
☐ Other: _____	☐ Other: _____
Signer Is Representing: The Ohio Casualty Insurance Company	Signer Is Representing: _____

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This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: **8211795-976022**

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Rebecca Haas-bates; Richard Adair; William Syrkin

all of the city of Orange state of CA each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 2nd day of May, 2024.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: _____
David M. Carey, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 2nd day of May, 2024 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.

Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: _____
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV – OFFICERS: Section 12. Power of Attorney.
Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII – Execution of Contracts: Section 5. Surety Bonds and Undertakings.
Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 16th day of July, 2024.

By: _____
Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

CALIFORNIA ACKNOWLEDGMENT CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles }

On 07/19/2024 before me, RAKIB KHAN, NOTARY PUBLIC,
Date *Here Insert Name and Title of the Officer*

personally appeared DARIUSH SHAHNAVAZ
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/~~she/they~~ executed the same in his/~~her/their~~ authorized capacity(~~ies~~), and that by his/~~her/their~~ signature(~~s~~) on the instrument the person(~~s~~), or the entity upon behalf of which the person(~~s~~) acted, executed the instrument.

RAKIB KHAN
COMM. #2416314
NOTARY PUBLIC - CALIFORNIA
LOS ANGELES COUNTY
My Comm. Expires Sep. 16, 2026

Place Notary Seal and/or Stamp Above

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____
Signature of Notary Public

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document
Title or Type of Document: Bid bond to city of Gardena
Document Date: 07/16/2024 Number of Pages: _____
Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: Dariush Shahnavaz	Signer's Name: _____
☐ Corporate Officer – Title(s): President	☐ Corporate Officer – Title(s): _____
☐ Partner – ☐ Limited ☐ General	☐ Partner – ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact	☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator	☐ Trustee ☐ Guardian or Conservator
☐ Other: _____	☐ Other: _____
Signer is Representing: Dash Construction Company Inc.	Signer is Representing: _____

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BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

DESIGNATION OF SUBCONTRACTORS

In compliance with the "Subletting and Subcontracting Fair Practices Act" being Sections 4100-4113 of the Public Contract Code of the State of California, and any amendments thereto, each bidder shall set forth below the name and location of the place of business of each subcontractor who will perform work or labor or render service to the prime contractor in or about the construction of the work or improvement in an amount in excess of one-half (1/2) of one percent (1%) of the prime contractor's total bid, and shall further set forth the portion of the work which will be done by each subcontractor. Only one subcontractor for each such portion shall be listed.

If the contractor fails to specify a subcontractor for any portion of the work to be performed under the contract, he shall be deemed to have agreed to perform such portion himself, and he shall not be permitted to subcontract that portion of the work except under the conditions hereinafter set forth.

Subletting or subcontracting of any portion of the work to which subcontractor was designated in the original bid shall only be permitted in cases of public emergency or necessity, and then only after a finding reduced to writing as a public record of the legislative body of the City.

Portion of Work %	Subcontractor's Name & Address	Type of Work	State License Number	Class	D.I.R. Number
11%	All American ASPhalt 400 E. 6TH Street, Corona, CA 92879	Grinding	267073 A	A	1000000 1051
5%	Martinez Concrete 920 W. Foothill blvd, AZUCA CA 91702	Concrete	394471	A	1000000 61660
7.3%	Marina Landscaping 1900 S. Lewis street, Anahaim CA 92805	Landscape	492862	A	1000000079
22.4%	Select Electronic 1700 E. Viaborton, Anahim CA 92806	Traffic Signal	297034	C10	1000001036
1.9%	BC traffic 13261 Gardena Grove, Gardena Grove CA 92843	Striping	877686	A	1000 407561

Not more than 48 %.

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

CONSTRUCTION PROJECT REFERENCE

In order to more fully evaluate your background and experience for the project herein proposed, please submit a list of Public Works and/or similar construction projects completed or in progress within the last three (3) years. Failure to provide this information may constitute grounds for rejection of your bid as non-responsive.

Number of years as a contractor in construction work of this type: 19 Years

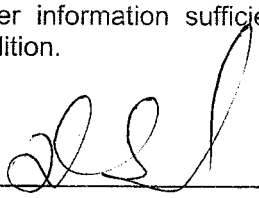
Three projects of this type recently completed:

1. Name (Firm/Agency): City of El Segundo
   Address: 350 Main Street, El Segundo, CA 90245
   Contact Person: James Rice Telephone No.: (310)524-2316
   Title of Project: El Segundo Blvd. Pavement Rehabilitation
   Project Location: El Segundo, CA
   Date of Completion: 06/26/2023 Contract Amount: $ 1,084,360.55

2. Name (Firm/Agency): City of Westlake Village
   Address: 31200 Oak Crest Dr., Westlake Village, CA 91361
   Contact Person: Mario Cisneros Telephone No.: (805)653-6597
   Title of Project: Lindero Canyon Road Sidewalk & Parkway Improvements
   Project Location: Westlake Village, CA
   Date of Completion: 05/16/2024 Contract Amount: $ 723,697.03

3. Name (Firm/Agency): City of Chino
   Address: 13220 Central Ave., Chino, CA 91710
   Contact Person: Anthony Flores Telephone No.: (562)547-8555
   Title of Project: Localized Asphalt and Pothole Repairs
   Project Location: Chino, CA
   Date of Completion: 07/30/2022 Contract Amount: $ 362,640.00

NOTE: If requested by the City, the bidder shall furnish a certified financial statement, references, and other information sufficiently comprehensive to permit an appraisal of his current financial condition.

Bidder's Signature 

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

CERTIFICATE OF NON-DISCRIMINATION BY CONTRACTORS

As suppliers of goods or services to the City, the firm listed below certifies that it does not discriminate in its employment with regard to race, color, religion, sex, or national origin; that it is in compliance with all applicable federal, state, and local directives, and executive orders regarding non-discrimination in employment; and that it agrees to pursue positively and aggressively the principle of equal opportunity in employment.

We agree specifically:

1. To establish or observe employment policies which affirmatively promote opportunities for minority persons at all job levels.

2. To communicate this policy to all persons concerned, including all company employees, outside recruiting services, especially those serving minority communities, and to the minority communities at large.

3. To take affirmative steps to hire minority employees within the company.

FIRM DASH Construction Company, Inc.

TITLE OF PERSON SIGNING President

SIGNATURE

DATE 07/15/2024

Please include any additional information available regarding equal opportunity employment programs now in effect within your company:

Our company does not discriminate under any circumstances absolutely anyone.

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – PRIMARY COVERED TRANSACTIONS

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE)

The Contractor shall not perform Work with any Subcontractor that has been debarred or suspended pursuant to California Labor Code Section 1777.1 or any other federal or State law providing for the debarment of contractors from public works. The Contractor and Subcontractors shall not be debarred or suspended throughout the duration of the Contract pursuant to Labor Code Section 1777.1 or any other federal or State law providing for the debarment of contractors from public works. If the Contractor or any Subcontractor becomes debarred or suspended during the duration of the Project, the Contractor shall immediately notify the City.

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

    a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

    b. Have not within a 5-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;

    c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph 1b of this certification; and

    d. Have not within a 5-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signature: _____ Name: Dariush Shahnavaz

Title: President Company: DASH Construction Company, Inc.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – PRIMARY COVERED TRANSACTIONS (Continued)

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is submitted for assistance in obtaining a copy of those regulations (13 CFR Part 145).
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

DEPARTMENT of GENERAL SERVICES
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

July 8, 2024

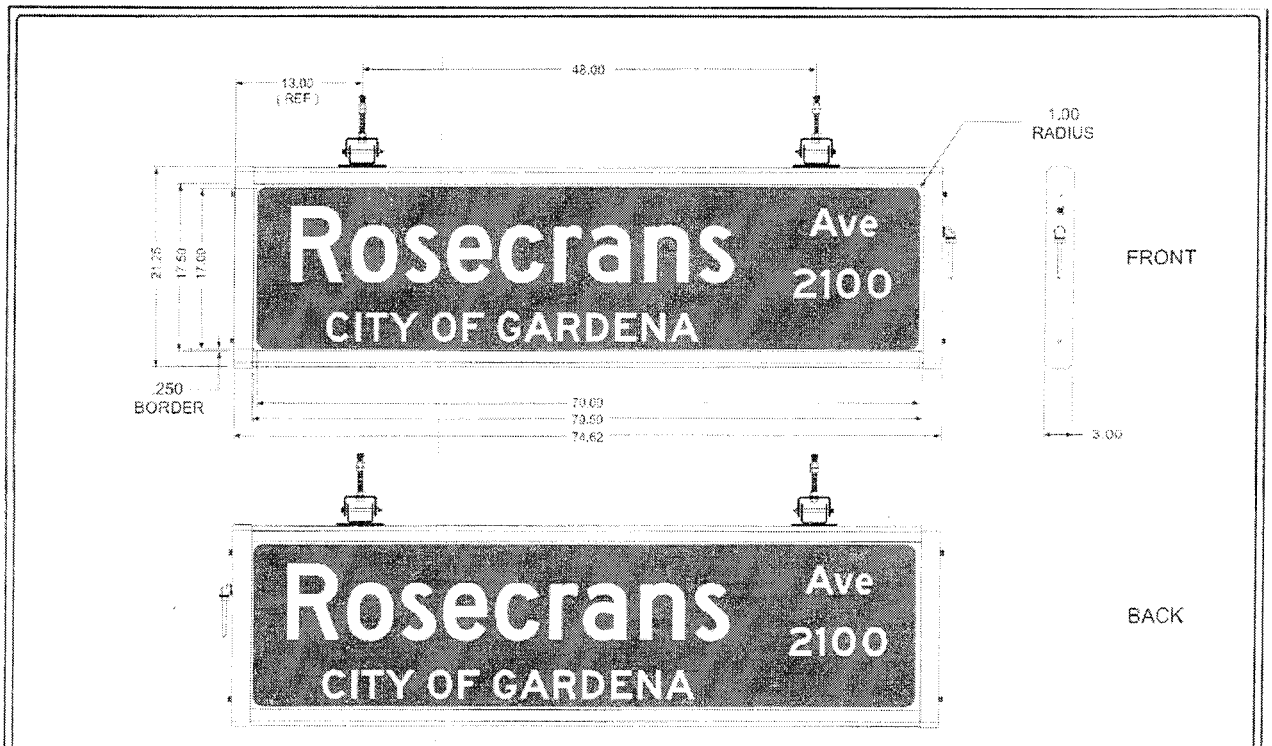
Artesia Blvd. Arterial Improvement Project (JN 935)

ADDENDUM NO. 1

TO: ALL SPECIFICATION HOLDERS

ADDENDUM NO. 1, AS DECRIBED BELOW, IS FOR USE OF CONTRACTORS AND SUBCONTRACTORS SUBMITTING BIDS ON THIS PROJECT. ALL BIDDERS SHALL INDICATE ON THE BID PROPOSAL FORM, "ACKNOWLEDGEMENT OF ADDENDA RECEIVED", THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

A. ADDITION OF INTERNALLY ILLUMINATED STREET NAME SIGNS (IISNS) TO THE SPECIFICATION AS ATTACHMENT G.



22 X 72" EDGELIT LED IISNS LEGEND SUBMITTAL

	FONT:	SIZE:	COLOR:	PANEL	
MAIN LEGEND:	HWY D	8"UC/6"LC	WHITE	BACKGROUND COLOR:	3M 1177 GREEN FILM
BLK #'S:	YES	3"	WHITE	PANEL MTRL:	.177 19.75 X 73.88 CLR POLY w/3M 4090 (DG3) REF SHEETING
SUFFIX:	HWY E	3"UC/2.25"LC	WHITE	ILLUM. SOURCE:	LED LIGHT ENGINE
LOWER LEGEND:	HWY E	3" UC	WHITE	MAST ARM MNTG:	ADJUSTABLE BRACKET
DIRECTIONAL:	N/A	N/A	N/A	FRAME FINISH:	POWDER COATED BLACK

TASHA CERDA, Mayor / ART KASKANIAN, Mayor Pro Tem
MARK E. HENDERSON, Councilmember / DAN MEDINA, Councilmember / RODNEY G. TANAKA, Councilmember
MINA SEMENZA, City Clerk / J. INGRID TSUKIYAMA, City Treasurer / EDWARD MEDRANO, City Manager / PETER L. WALLIN, City Attorney

B. ADDITION OF REFLECTRORIZE STREET NAME SIGNS (RSNS) DRAWINGS AND SPECIFICATIONS TO THE BID DOCUMENTS AS PART OF ALTERNATE BID:

1. The following shall be added to the Technical Provisions for the Reflectorize Street Name Signs.

City of Gardena Reflectorize Street Name Signs (RSNS)

Section 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions, apply to these specifications.

1.2 SCOPE OF WORK

A. The CONTRACTOR shall be responsible for securing all sign permits, including payment of fees, required by the City, State and Federal for the installation of all signage for the Project.

B. Sign Fabrication: Types of signs, messages, and graphics are indicated on the Drawings and herein, and require various materials, finishes, fabrication and installation techniques.

C. Shop drawings, layouts, samples, and mock-ups for approval of the city.

D. All structural connections will require certification by an Engineer licensed in the State of California.

E. Installation of all fabricated signs, including all fasteners and fastenings.

F. Coordination with all trades of this Contract required for the fabrication and installation of the signage, including the approvals by the City required in this Section. Fabrication and installation of the Work in accordance with National Electrical Code (NEC); latest edition, Underwriters Laboratory (UL); latest edition, National Fire Protection Agency (NFPA); latest edition and National Electrical Manufacturers Association Standards.

G. Coordination and verification of all messages with the City.

H. Verification of all conditions and sign dimensions in the field. Contractor to coordinate all signage requirements with the existing conditions to ensure that all proposed signs can be installed, with power and required data connections and structurally supported. Verification of conditions and sign dimensions to be completed prior to sign fabrication and approval of all required submittals.

1.3 DESIGN CRITERIA

A. Structural design: Details on Drawings indicate a design approach for sign fabrication but do not necessarily include all fabricating details required for the complete structural integrity of the signs, including consideration for static, dynamic, and erection loads during handling, erecting, and service at the installed locations, nor do they necessarily consider the preferred shop practices of the Contractor. Therefore, it shall be the responsibility of the Fabricator to perform the complete structural design of the signs and to incorporate all the reasonable safety factors necessary to protect the City and their representatives,

against public liability. Designs which survive rational engineering analysis will be acceptable, provided that shop drawings, including structural design, are approved by City. Signs must meet all applicable local, state, and national codes, as well as testing laboratory listings where required.

1.4 SHOP DRAWINGS

A. The Drawings presented for pricing are not fabrication drawings. The Contractor is expected to provide all details necessary to effectively explain and specify the fabrication process and the expected performance of the installed product. The Contractor must demonstrate through details and specifications their complete understanding of the desired final product and the method/ process by which they are producing said product. The Contractor is responsible to field measure prior to submitting Shop Drawings. Repackaging the supplied Drawings with new title blocks and delivering them as submittals will not be accepted. Although art may be supplied electronically, Contractors must be prepared to create all graphic content from scratch – per instance as requested – to demonstrate and verify the quality and accuracy of the delivered product.

B. The Bid Set Drawings represent the design intent for the signs required for the Project. The Contractor is responsible for the proper engineering of all elements of the Work. The internal structure, dimensions, and specifications for all items shall be indicated in the shop drawings.

C. Provide shop drawings for all items including, but not limited to the following:
   - Complete fabrication and installation drawings for each sign type. Indicate dimensions, materials, finishes, fastening, anchorage, joining, sealing, backing, utility requirements, rough-in, and adjacent related site conditions.
   - Each sign type with all graphic elements.
   - All letter styles shall be accurately reproduced.
   - Connections and routing for all power and data cabling.
   - Indicate actual constructed dimensions and in-field adjustments to dimensions, within specified tolerances, needed to make exact fit of graphic element components.
   - If adjustments beyond specified measures are needed, state implication for additional adjustment and proceed only if approved in writing by the City.

D. Include engineering drawings for applicable sign types, must be signed and stamped by Licensed Structural Engineer in the State of California.

1.5 SUBMITTALS

A. Procedure: Prepare submittals to include the following:

   1. Notes on Drawings shall clearly define any actions requiring review by the City.
   2. First article of production-run items, both large and small, will be reviewed by the City before production run is commenced. Quantity and selection of first article items to be determined by the city prior to production.
   3. It shall be the responsibility of the Contractor to schedule all review meetings with City.

4. Three copies each of technical specifications for paint, coatings, and other finish materials along with actual finish samples.

B. Required samples for review: Full 6" x 6" set of all specified paint colors and finishes.
   1. Resubmit samples as requested until sheen, color and texture are approved.
   2. Complete, full-size message in each typeface to demonstrate proper spacing (black text on white background: outline not accepted).
   3. Sample of each type of fastener to be used.
   4. Each type of exposed metal used for major elements of work with respective finish.
   5. Each type of adhesive vinyl film, including computer-cut designs, shown full-size on each of the specified ground colors.
   6. Mock-ups as scheduled in this section. Mock-ups shall become the property of the City and are not to be part of the completed work unless otherwise stated by the City.
   7. Other items as may be required by the City, or as noted on the Drawings or herein.

C. All submittals to have a place for stamp approval.

1.6 QUALITY ASSURANCE

A. Mock-ups and Prototypes:
   1. Provide a mock-up of each sign type for review by the City.
   2. Utilize the same materials and installation methods in the mock-up as intended for the final Work. Schedule the installation so that the mock-up may be examined, and any necessary adjustments made, prior to commencing fabrication of the final Work. Replace unsatisfactory items as directed.
   3. When accepted, mock-up shall serve as the standard for materials, workmanship, and appearance for the Work throughout the project.

B. Work-In-Progress Approvals:
   1. Provide work-in-progress sign elements reviews. Scheduled or unscheduled viewings at the Fabrication Facility may be initiated the City as deemed necessary to ensure continued quality control and make any adjustments required during fabrication. Unsatisfactory items are to be corrected by the Contractor.

C. Regulatory Requirements:
   1. Comply with applicable requirements of the Applicable Laws and Authorities. Obtain necessary approvals and permits from all such Authorities as required.

D. Markings and Labels:
   1. Locate markings, labels, manufacturer names and other identifications so as to be concealed from public view and as acceptable by the City
   2. No trade name or other identification shall appear on any item where it is visible by the public except as specifically approved by the City in advance.

E. Final Location of Signs:
   1. The location of signs as shown on the Plans is for general reference only and in some cases is not representative of the exact final location. Final locations of Signs shall be field located in coordination with the City.

2. Contractor shall arrange for meetings at the Project to accommodate direction of final locations according to Project Construction Schedule.

F. Lettering:
   1. The Contractor shall be responsible for the quality control of all lettering. All letterforms shall be crisp, sharp, free of nicks, ragged edges and discontinuous curves. All lettering shall conform to approved typeface, weight and letter spacing. No substitutions of typeface foundry, brand or version or implementation technique will be accepted without prior approval.
   2. All Work under the Agreement shall be performed by skilled craftsmen under supervision of trained foremen, experienced in the trade of craft required to accomplish the Work and produce a product of high quality.

G. Dimensions
   1. Written dimensions on drawings shall have precedence over scaled dimensions.
   2. Contractor shall verify and be responsible for all dimensions and conditions shown by these drawings. Shop details must be approved by the City prior to fabrication.

H. Discrepancies
   1. Contractor shall notify the City of any discrepancies in the Drawings, Sign Location Plan or Sign Message Schedule, in field dimensions or conditions and/or changes required in construction details.

I. Regulatory Requirements:
   1. Comply with applicable portions in ADA-ABA Accessibility Guidelines and ICC/ANSI A117.1
   2. California Building Code
   3. Gardena Municipal Code
   4. National Association of Architectural Metal Manufacturers (NAAMM) "Metal Finishes Manual."
   5. American Welding Society (AWS) – AWS D1.1 "Structural Welding Code, Steel," and AWS D1.2 "Structural Welding Code, Aluminum."

1.7 GRAPHICS/ARTWORK

A. City to provide artwork via electronic file transfer; Adobe Illustrator, MAC Format for graphic layouts included in the Drawings.

1.8 WARRANTY

A. Signage Warranty
   1. Submit to City a 5-year written warranty (effective the date of final acceptance) covering all Signs, notarized by the Contractor and Installer (if Sub-Contractor is used), agreeing to repair or replace the any defective signs. Upon notification of such defective signs within the warranty period, make necessary repairs or replacement in a timely manner under the Owner's direction.

B. Linear Polyurethane Paint Factory Finish Warranty
   1. Submit to the city a 5 year written warranty, warranting that the factory-applied linear polyurethane finishes will not develop excessive fading or excessive non uniformity of

color or shade, and will not crack, peel, pit, corrode or otherwise fail as a result of defects in materials or workmanship within the following defined limits. Upon notification of such defects within the Warranty Period, make necessary repairs or replacement in a timely manner under the City's direction.

C. "Excessive Fading"
   1. A change in appearance which is perceptible and objectionable as determined when visually compared with the original color range standards.

D. "Excessive Non-Uniformity"
   1. Non-uniform fading to the extent that adjacent panels have a color difference greater than the original acceptable range of color.

E. "Will Not Pit or Otherwise Corrode"
   1. No pitting or other type of corrosion, discernible from a distance of 10' (3 m), resulting from the natural elements in the atmosphere at the project site.

1.9 MAINTENANCE

A. Maintenance and Operating Manuals
   1. Submit four (4) copies of Maintenance and Operating Manuals to the City.
   2. Furnish complete manuals describing the materials, devices and procedures to be followed in operating, cleaning and maintaining the Work. Include manufacturers' brochures and parts lists describing the actual materials used in the Work, including metal alloys, finishes, electrical components and other major components.
   3. Assemble manuals for component parts into single binders identified for each system.

B. Instruction
   1. Prior to acceptance, establish with the City an instruction and training program for the City's Representative's personnel.
   2. Notify the City in writing at least 7 days prior to commencement of the program providing an outline of topics indexed to the Maintenance and Operating Manual.
   3. Provide a trained instructor. Provide three (3) consecutive 4-hour periods of training scheduled during the normal 8-hour working day. Instruction and training shall include, but shall not be limited to, procedures to be followed in the normal day-to-day maintenance and operation of the Work.

Section 2 - PRODUCTS

2.1 GENERAL

A. Questions
   Requests for clarification may be addressed by telephone or in writing to:
   William Mendoza – 310-217-9608

B. Qualifications
   Indicate qualifications of firm and personnel to be assigned to this project. Firm must have fabricated and managed projects of similar scale and high level of quality as this one during the last seven [7] years. Firm has been in operation and in this business at least seven [7] years. Submit evidence of this and of projects completed of a similar scale and quality.

C. Codes
It will be the responsibility of the successful bidder to meet the latest editions of any and all local, state and federal code requirements when fabricating and installing signs, including ADA (Americans with Disabilities Act) requirements as applicable.

D. Substitutions
The successful Sign Fabricator will be held to furnish, under Sign Fabricator's complete bid, all work as specified. All materials, paint colors, and articles of any kind necessary for the work are subject to the approval of the City. Approval shall be final and conclusive. All bids shall be in compliance with these instructions. Bidder must obtain prior approval from the City, at least five (5) days before bid opening, for substitute materials or methods; approved substitutions shall be shared with other bidders. After execution of the contract, all substitutions shall be governed by the Specifications.

E. Coordination with Construction Manager
The Sign Fabricator will coordinate on-site work, electrical hook-up connections and final sign placement with the Construction Manager for each parcel of land. Where structural support for signage is required on the Contract Documents, it shall be provided and installed by the Sign Fabricator, and all adjacent landscaping repaired as required.

F. All designs for signage shall be submitted to the City for review and approval prior to fabrication.

G. Contact
The Contractor must provide an emergency contact number and respond to emergency calls from the The Owner within two (2) hours after receiving a call.

H. Time of Completion
Time is of the essence. Contractor must obtain approval from the City on time required to complete each task. Sign Fabricator shall complete all work in accordance with the scheduled milestones. All activities shall be sequenced to coordinate with field progress.

I. Pre-Construction Conference
A pre-construction meeting will be held with representatives from Sign Fabricator and the City to establish the procedure for communication and coordination with the Construction Manager and subsequent trades.

J. Materials/References
Verify compliance with the latest editions of:
1. UBC - United States Uniform Building Code
2. National Association of Architectural Metal Manufacturers (NAAMM) "Metal Finishes Manual."
3. American Welding Society (AWS) – AWS D1.1 "Structural Welding Code, Steel," and AWS D1.2 "Structural Welding Code, Aluminum."
4. Underwriters Laboratories Inc. (UL) – Standards for Safety, UL Publication 48 "Electric Signs."

5. Porcelain Enamel Institute [PEI] and the Vitreous Enamel Development Council [VEDC].
6. Structural calculations for all designs shall be based on seismic zone 4.

K. Submittals
1. Shop Drawings provided by Sign Fabricator and with structural calculations signed and stamped with the seal of a Structural Engineer licensed in the State of California. Furnish elevations, details of fabrication and erection, including all materials, dimensions, finishes, wind load calculations, anchorage, and method of connections. Also include details of the sign supports, foundations, footings, and concealed electrical conduits. Show proper letterspacing and dimensions of letter heights on full scale computer printout.
2. Color and Material Samples Submit per finish color schedule, for approval. Provide 3 sets of 6" x 6" non-returnable samples of all materials, colors, and finishes as specified.
3. Full Size Patterns for Lettering Submit for approval full-size patterns of each sign with solid black letterforms and graphic elements on a white background with sign face outlined. Typography must be represented in exact typeface and letterspacing specified on computer printouts or as pen plots when computer-cut lettering is specified. Graphic elements must be represented either by film positives or computer printouts. produced from final artwork.

L. Future Maintenance Materials
Deliver to the City, in manufacturer's original packaging and store at the project site where directed.
1. Furnish [1] gallon of each finish paint color for touch-up purposes. Include information on each paint manufacturer and order code numbers.
2. Furnish [6] lamps of each type and size used in the signage.
3. Provide [6] tools for each tamper resistant fasteners type used.
4. Supplementary Product Literature Furnish within seven (7) days of request, manufacturer's literature describing the general properties of each product used in the work.

5. Structural Calculations Provide exterior sign assemblies designed, tested, and installed, to withstand positive and negative wind loads per site requirements approved by a Structural and/or Civil Engineer, licensed in the State of California. Furnish engineering calculations to show that maximum stresses and deflections of signage, signage support system, and footings do not exceed specified performance requirements under full design loading. Calculations shall be prepared, signed and stamped with the seal of a Structural Engineer licensed in the State of California.

M. Permits by Sign Fabricator
1. Sign Fabricator shall make all submittals for permits; shall be responsible for paying all fees, making adjustments as required, or any task necessary for obtaining local building and installation Sign Permits for the proper execution of the work.

2.2 FABRICATION

A. Signage shall be complete for proper installation as described in the Drawings.

B. Finish work shall be firm, well anchored, in true alignment, properly squared, with smooth clean uniform appearance, without holes, cracks, discoloration, distortion, stains, or marks.

C. Construct all work to eliminate burrs, dents, cutting edges, and sharp corners.

D. Finish welds on exposed surfaces to be imperceptible in the finished work.

E. Except as indicated or directed otherwise, finish all surfaces smooth.

F. Surfaces, which are intended to be flat, shall be without dents, bulges, oil canning, gaps, or other physical deformities.

G. Surfaces, which are intended to be curved, shall be smoothly free-flowing to required shapes.

H. Except where approved otherwise by the City, conceal all fasteners.

I. Make access panels tight-fitting, light proof, and flush with adjacent surfaces.

J. Conceal all identification labels and Underwriters Limited labels to conform to Underwriters Limited Codes.

K. Carefully follow manufacturer's recommended fabricating procedures regarding expansion or contraction, fastening, and restraining of acrylic plastic.

L. Exercise care to ensure that painted, polished, and plated surfaces are unblemished in the finished work.

M. Isolate dissimilar materials. Exercise particular care to isolate nonferrous metals from ferrous metals.

N. All illumination shall be even and without hot spots.

O. Ease all exposed metal edges.

P. Provide miscellaneous metal items required for completion of the work even though not shown or specified.

Q. Refer to Drawings for sign color and material specifications.

R. Paint finishes shall be Matthews Acrylic Polyurethane with Matthews Primers and Metal Pre-Treatments or the City's approved equal.

S. Shop painting to be uniform on and around all sign elements to ensure sign elements will withstand all weather conditions.

T. Mounting: Mounting plates shall be in conformance with manufacturer's written recommendations.

2.3 MATERIALS

A. All Specified Metals

1. Aluminum

   Aluminum shall be suitable for ornamental, architectural work. Surface finish shall be smooth, free of extrusion marks or imperfections. Alloy shall be selected to meet the structural requirements of the specific application.

2. Stainless Steel

   Stainless steel shall be suitable for ornamental and architectural work. Surface finish shall be smooth, free of all extrusion marks or imperfections. Alloy shall be selected to meet the structural requirements of specific application. Structural metal for concealed framing shall be of galvanized rolled steel or equal as required to meet structural requirements.

B. Aluminum exterior cabinets, spacers, back plates and frames shall be constructed from 0.25 inch aluminum, #4 horizontal brushed and clear anodized finish, unless otherwise specified on Drawings.

C. Aluminum interior plaques shall be constructed from 0.125 inch aluminum, #4 horizontal brushed finish with semi-gloss linear polyurethane clear coat, unless otherwise specified on Drawings.

D. Aluminum interior fabricated components shall be constructed from 0.125 inch thickness aluminum sheet.

E. Aluminum posts shall be constructed from 2-inch square T52 tubes, 0.1875 wall thickness and #4 brushed and clear anodized finish with capped ends, unless otherwise specified on Drawings.

F. Stainless steel exterior cabinets, spacers, back plates and frames shall be constructed from 0.125 inch stainless steel, #4 horizontal brushed and clear anodized finish, unless otherwise specified on Drawings.

G. Stainless steel interior fabricated components shall be constructed from 0.0625 inch stainless steel, unless otherwise specified on Drawings.

H. Stainless steel shall be suitable for ornamental and architectural work. Surface finish shall be smooth, free of all extrusion marks or imperfections. Alloy shall be selected to meet the structural requirements of specific application. Structural metal for concealed framing shall be of galvanized rolled steel or equal as required to satisfy structural requirements.

I. Steel Tubing: Conform to ASTM A513.
   1. Remove scale before finishing.
   2. Provide wall thickness to meet structural requirements.

J. Exterior Vinyl Graphics: Sign faces must be produced as single layer panels with overlaminate by a 3M Certified Digital Fabricator, unless otherwise specified on Contract Drawings.
   1. Graphics must be printed directly to 3M 4090 reflective sheeting using 3M 8800 Series UV inks, with 3M 1170 Overlaminate. All 3M products are to be processed and applied according to 3M specifications.
   2. Sign faces must comply with MUTCD Table 2A-3 Minimum Maintained Retroreflectivity Levels.

K. Adhesive:
   1. Silicone Adhesive: For installing sign items.
      Dow Corning
      Momentive Performance Products.
      Approved equivalent.

2. Black Vinyl Foam and Black Contact Adhesive Tape:
   3M Company
   Approved equivalent
   Use in conjunction with silicone adhesives for installation of wall signs, in thicknesses required.
3. Structural Adhesives:
   LORD Versilok, LORD Corporation
   Scotch Weld, 3M Company
   Approved equivalent.

L. Hardware: Provide incidental hardware for proper functioning of signs, including following:
   1. Hinges: Stainless steel hinges for hinged access panels, with finish to match adjacent surface
   2. Locks: Pin tumbler locks for access panels, with finish to match adjacent surface.
   3. Exposed fasteners: Flat head stainless steel, permitted only where specifically stated in individual sign specifications and drawings.
      Provide stainless steel fasteners for assembling ferrous to non-ferrous metal.
      No exposed fasteners through face of signs.
   4. Conspicuous hardware must be vandal resistant.
   5. Bolts, nuts, screws, washers, anchors and other devices required to complete the Work. Contractor shall use the same basic metal or alloy as the metal fastened, and finish to match in color and texture. Use stainless steel 300 series alloy where used to join dissimilar materials.
   6. All exposed fasteners to be 0.125 inch flathead stainless steel screws painted to match adjoining surfaces unless otherwise specified on drawings.
   7. Pin-mount supports shall be 3/16" to 1" diameter painted threaded rods as appropriate.
   8. Insulation /Material Isolation: Separate all ferrous and non-ferrous metals with non-conductive gaskets to prevent electrolysis. In addition to gaskets, provide stainless steel fasteners for some cases as required.

M. Welding Electrodes and Filler Metal
   1. Provide the alloy and type of welding electrodes and filler metal required for strength, workability, compatibility and color match after grinding smooth and finishing the fabricated product.

N. Additional Material/Processes: For materials or processes described in the preceding list, the material and/or process as detailed in the design documents shall be used as the meet or exceed equivalent.

2.4 FINISHING MATERIALS

A. Linear Polyurethane Coatings: Provide the following, or other products as acceptable.
   1. Acrylic Linear Polyurethane enamel: Two components, acrylic aliphatic isocyanate / acrylic polyurethane having ultraviolet (UV) inhibitors and engineered for exterior application by Matthews Paint Company or approved equal.

2. Primer for Aluminum: Two part component primer: One-coat Matthews 74-734 and 74-735 Metal Pretreat at. 25 mils dry film thickness or one-coat Matthews 74-793 Spray Bond at .15 to .25 mils dry film thickness or Wyandotte / AKZO Grip- Guard Wash Primer (2Afy-31284) with Grip-Guard Wash Primer Hardener (10AFK-31285) combined and applied per manufacturer's specifications or approved equal (primer) for the application of the pre-approved and pre-formulated paint system.
3. Primer for Steel: Two part component primer: One-coat Matthews 74-734 and 74-735 Metal Pretreat at .25 mils dry film thickness or Wyandotte / AKZO Grip-Guard Wash Primer (2Afy-31284) with Grip-Guard Wash Primer Hardener (10AFK-31285) combined and applied per manufacturer's specifications or approved equal (primer) for the application of the pre- approved and pre-formulated paint system.
4. Clear Sealers: Crystal clear matte polyurethane sealers By Matthews Paint Co. or approved equal. Sealers are to resist rust and corrosion associated with exposure to salt air. As required and of highest quality available, applied per manufacturer's specifications.

B. Anodized Aluminum Components / Panels: If required, Contractor shall provide anodized (application of aluminum oxide film coating in clear or colored dye finish) aluminum panels or parts to match Executive Architect's color, grain, finish and specifications.

2.5 FABRICATION OF SIGNS AND SUPPORTS

A. General: Provide custom manufactured Sign assemblies, components completely fabricated and finished at factory before delivery to Project. Construct to accurate detail and dimensions as shown and as review on approved Shop Drawings. Fit and assemble the Work at the shop and mark the components as required to facilitate assembly during installation. Exposed fasteners on finished faces will not be allowed, unless specifically indicated. Waviness and oil canning of surfaces is not acceptable. Minimum material thickness is to be 0.090 inches. Conceal wiring, conduct and other electrical items within sign enclosures.

B. Lettering: Cut and rout in a manner to produce true and clean edges and corners of finished letterforms. Letterforms having rounded positive or negative corners, nicked, cut, or ragged edges are not acceptable. Align letterforms to maintain a baseline parallel to the sign format. Maintain margins as indicated on the Drawings.

C. Metal Signs and Supports: Fabricate exposed surfaces uniformly flat and smooth, without distortion, pitting, or other blemishes. Form exposed metal edges to a smooth radius. Permanently bond the laminated metal components and honeycomb core with adhesive or sealant in accordance with product manufacturer's recommendations. Grind exposed welds and rough areas to make flush with adjacent smooth surfaces.

D. Welding: Make welds continuous. Comply with American Welding Society, Aluminum Association, and Copper Development Association standards for the type of metal used.

E. Fasteners: Use exposed fasteners only if shown on the Construction Documents. Perform drilling and tapping at shop.

1. Bolts, nuts, screws, washers, anchors and other devices required for proper functioning of signs. Should match metal and alloy, finished color and texture as metal being fastened, unless otherwise indicated. Provide fasteners per CA licensed engineer review of shop drawings. Where exposed to view, fasteners shall be countersunk and tamper resistant. Perform drilling and tapping at shop prior to installation.
2. For aluminum, use stainless steel to suit condition. For stainless steel, use stainless steel, AISI Type 304, non magnetic.

F. Dissimilar Materials: Where metal surfaces will be in contact with dissimilar materials, coat the surfaces with epoxy paint or plate with zinc chromate, or provide other means of dielectric separation as recommended by manufacturer to prevent galvanic corrosion (i.e. Neoprene gasket as an isolation membrane)

G. Castings: Exposed surfaces shall be uniformly free from porosity and roughness. Edges shall be filled and ground smooth. Faces shall be chemically etched and mechanically polished for specified finish.

H. Hardware:
   1. Provide all incidental hardware necessary for the proper functioning of signs. External hardware shall conform to the external appearance of the Sign. Provide and install all incidental hardware necessary for the proper functioning of signs, including but not restricted to materials and products covered in this section.
   2. Provide stainless steel hinges for all hinged access panels.
   3. Provide pin tumbler locks for all access panels requiring locks.
   4. Provide stainless steel fasteners for assembling all ferrous and non-ferrous metals.
   5. External hardware shall conform to the external appearance of the sign, match the adjacent surface finish, and be tamper resistant.

I. Supports and Backing:
   1. Contractor shall provide engineered Sign supports anchored to building structure where required and to meet requirements of applicable building codes.
   2. Support or backing requiring installation within the building wall construction shall be immediately relayed to the City for field coordination. Contractor shall meet with the Owner to review all requirements.
   3. Accurately set Work to established lines and elevations and securely fasten in place.
   4. All wayside signage over 2'-10" wide shall have back strutting for stability.

J. Exterior Signage: Provide size and dimensions, mounting methods and colors indicated.
   1. Copy Application: Use project typeface in accordance with The Signage Standards for copy application except as otherwise indicated.

      Follow typeface for letter forms, and follow size and placement of copy dimensions and spacing indicated on approved lettering patterns.
      Provide lines of copy straight and parallel to sign format
      Edges of Letters: Smooth, with straight or curved portions exactly reproducing original project typeface.
      Provide sharp and true corners of letters and numbers. Extend rounded letter forms and slightly above and below normal line of copy.

Provide copy free of ticks, line waver, discontinuous curves, and other imperfections.

2. Messages: Provide message content, typeface, type size, and color indicated. Typeface: signage shall comply with the typeface requirements for the specific applications in accordance with provided schedule.

2.6 SHOP APPLICATION OF SIGN FINISHES

A. Sign Graphics: Provide the letters, numerals, symbols, and other graphics markings, using the finish materials shown. Apply the graphics neatly, uniformly proportioned and spaced, and accurate within the dimensions indicated. Prepare the substrate surfaces and apply finish materials in accordance with manufacturers' instructions.

B. Metal Finishes: Remove scratches, abrasions, dents and other blemishes before applying finish. Apply the following to the fabricated Work, with texture and reflectivity as required to match the Architect's sample. Non-glare finish on all sign faces.

C. Clear Linear Polyurethane Finish: Provide pretreatment, primer, and matte or semi-gloss finish coatings in accordance with manufacturer's recommendations. Apply 1.5 to 2.0 mils (0.0375 to 0.050 mm) dry film thickness.

2.7 GRAPHIC APPLICATION

A. Preparation: Surfaces to receive the graphic markings shall be clean, dry, and otherwise made ready for application of the materials. Accurately measure and lay out the required marking configurations as indicated on drawings.

Section 3 - EXECUTION

3.1 VERIFICATION OF CONDITIONS

A. Inspect all surfaces to receive signage and report all defects which would interfere with signage installation.
   1. Do not proceed with installation until defects and errors, which would result in poor installation, have been corrected.
   2. After signs have been installed, schedule job walk with the City or its designee to inspect installation

B. Starting Work implies acceptance of surfaces as satisfactory

C. Verify all conditions and sign dimensions in field. Contractor to review and study architectural, landscape, lighting, electrical and related plans to insure that all proposed signs can be installed and supported. Verification of conditions and sign dimensions to be completed prior to sign fabrication and reviewed with the City.

3.2 INSTALLATION

A. Install signage upon acceptance by the City of material and substantial completion of job site area to receive such materials.

B. Special Precautions: Guard against damaging existing pavements and planting where signage is to be installed.

C. Prior to installation, check all components, nuts, bolts, and other connections for proper alignment, fit and any damage. Replace damaged or defective components.

D. Prior to installation, confirm all electrical locations and requirements with the City.

E. Except during product inspection, do not remove self-adhering protective film until after installation
    1. Protect product surfaces from damage.
    2. Otherwise, re-wrap or provide new strippable protection cover.

F. Locations Of Signs
    1. Locations indicated are for general information only.
    2. Arrange meeting with the City or its designee at Worksite for final location of sign elements.
    3. Locate signs using numbered stakes tagged with correct item numbers.

3.3 CLEAN UP

A. Keep areas of work clean, neat and orderly at all times. Clean surfaces, inside and out. Use approved cleaners if necessary to remove dirt.

B. Protective coverings and strippable films shall be removed at a time that will afford the greatest protection of the furniture. Surfaces shall be cleaned to remove excess glazing and sealant compounds, dirt, and other substances.

C. Upon completion of work and before final acceptance, remove tools, surplus materials, apparatus, and debris from the site. Leave the site in a neat, clean condition, acceptable to the Engineer. Wash, clean, and leave paved areas without stains.

3.4 FINAL INSPECTION AND ACCEPTANCE

A. Upon completion of work, a final inspection for acceptance will be performed by the City.
B. All mock-ups and unused submittals shall be removed from site prior to final acceptance.
C. Submit operation manuals, tools, and keys as specified in this Section.

3.5 DOCUMENTATION

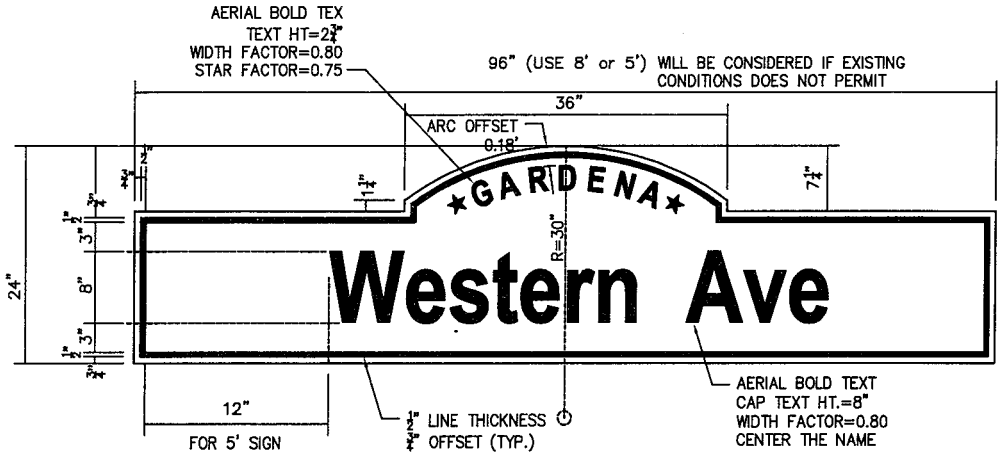
A. As-Built Drawings Contractor shall prepare and submit final as-built drawings, specifications and current status documents for all signs provided and installed by the Sign Contractor.

B. Meeting Performance Specifications
If Contractor operates as a designbuild Contractor, he/she is responsible to prepare the final design drawings and specifications to meet the requirements of these Specifications. Submit to the city for review and approval prior to any sign fabrication or installation.

C. Final Production Files Contractor shall submit a download of all final production files used for fabrication and submit in Adobe Illustrator format (.ai). If Adobe Illustrator is not available, contact the City for approved, optional format.

END OF SECTION

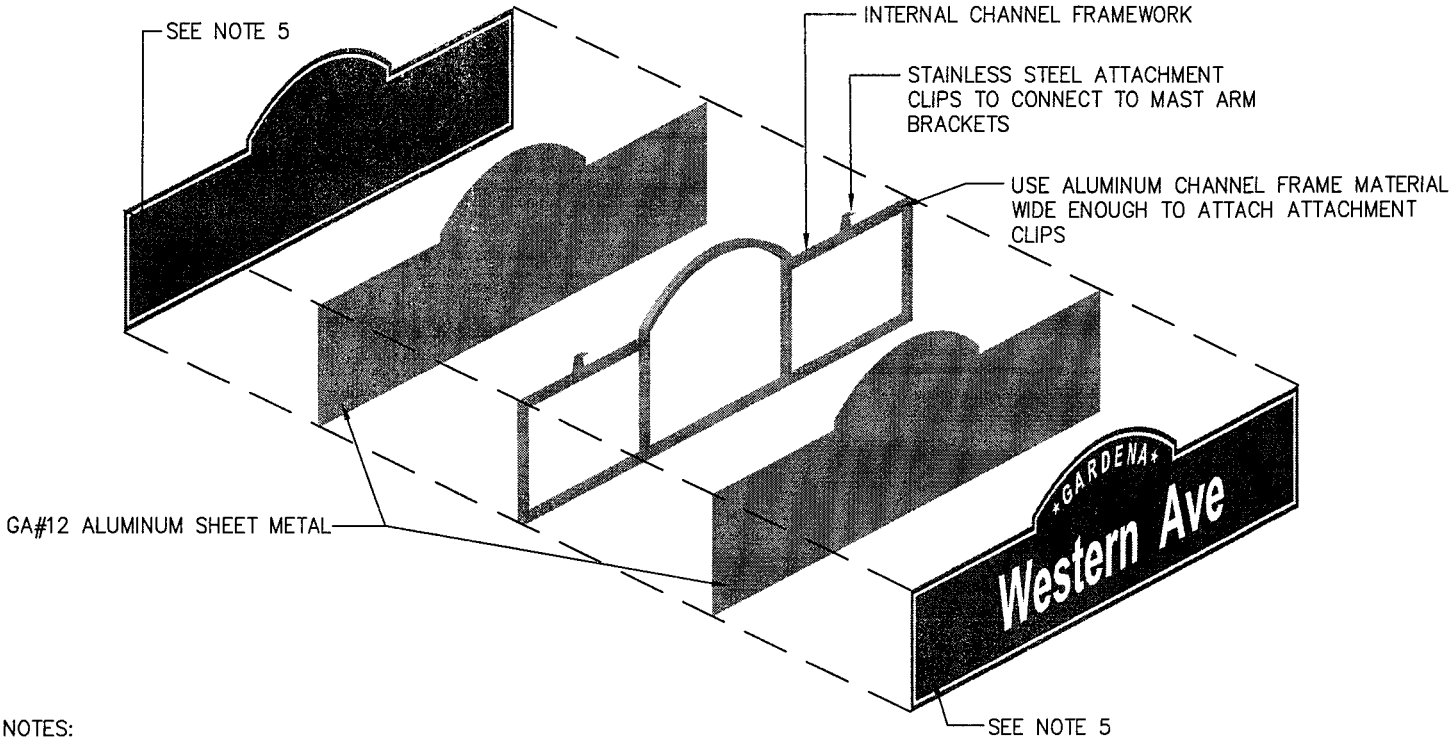
2. The following drawings (2 pages) shall be added and form part of Attachment F.





BLUE: TO MATCH THE CITY'S EXISTING WAYFINDING SIGN
CYMK# 96-81-37-27

WHITE REFLECTIVE (TYP)



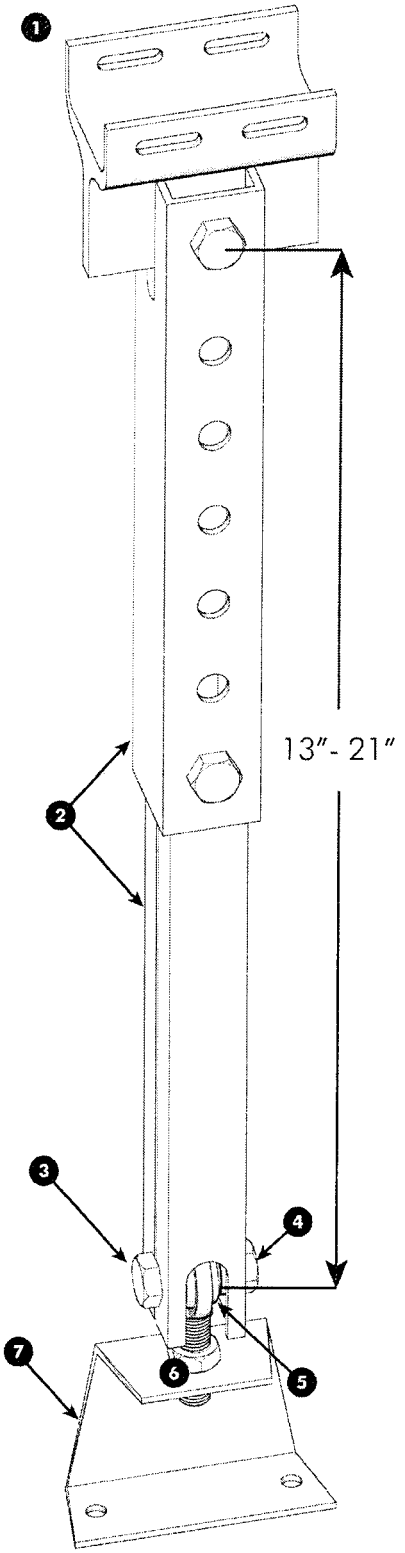
NOTES:

1) DETAILS ON THIS DRAWING ATTEMPTS TO SHOW INTENT OF WHAT MATERIALS, DIMENSIONS, FEATURES AND HOW THE SIGN SHOULD LOOK LIKE. THESE DRAWINGS DO NOT INCLUDE ANY FABRICATING DETAILS AND IS LEFT TO THE CONTRACTOR. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO ENSURE THE STRUCTURAL INTEGRITY OF THE SIGNS, INCLUDING CONSIDERATION OF ALL LOADS THAT WILL BE ENCOUNTERED DURING AND AFTER INSTALLATION. (SEE ATTACHED SPECIFICATIONS)
2) MOUNTING STREET SIGN ON MAST ARM PER DETAIL H OF THE LATEST CALTRANS STD PLANS ES-7P
3) A TOTAL OF 19 SIGNS SHALL BE FABRICATED AND INSTALLED FOR THE PROJECT
4) USE EZB-1327 MAST ARM BRACKETS MANUFACTURED BY SAFEWAY SIGN COMPANY OR APPROVED EQUAL
5) DIRECT DIGITAL PRINT ON 3M DIAMOND GRADE RETROREFLECTIVE 4090 WHITE, WITH OVERLAMINATE; FACE MUST COMPLY WITH MUTCD TABLE 2A-3 (MINIMUM MAINTAINED RETROREFLECTIVITY LEVELS); NO PATCHES OR OVERLAYS
6) FRAME SHALL BE POWDER COATED (SILVER-GREY)

SAFEWAY SIGN COMPANY

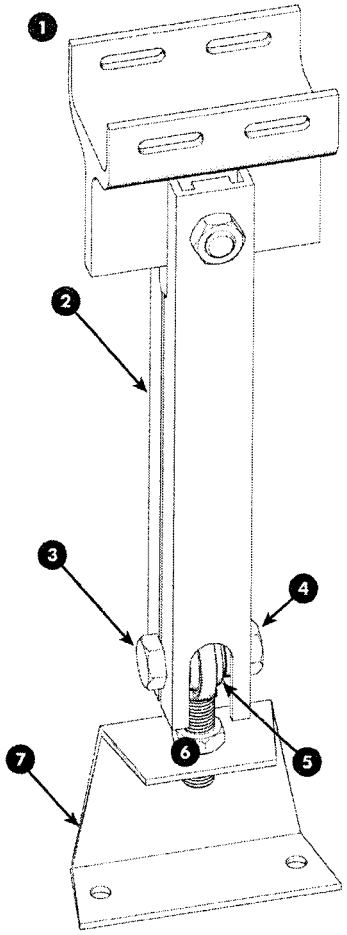
EZB

21″ Extended Length



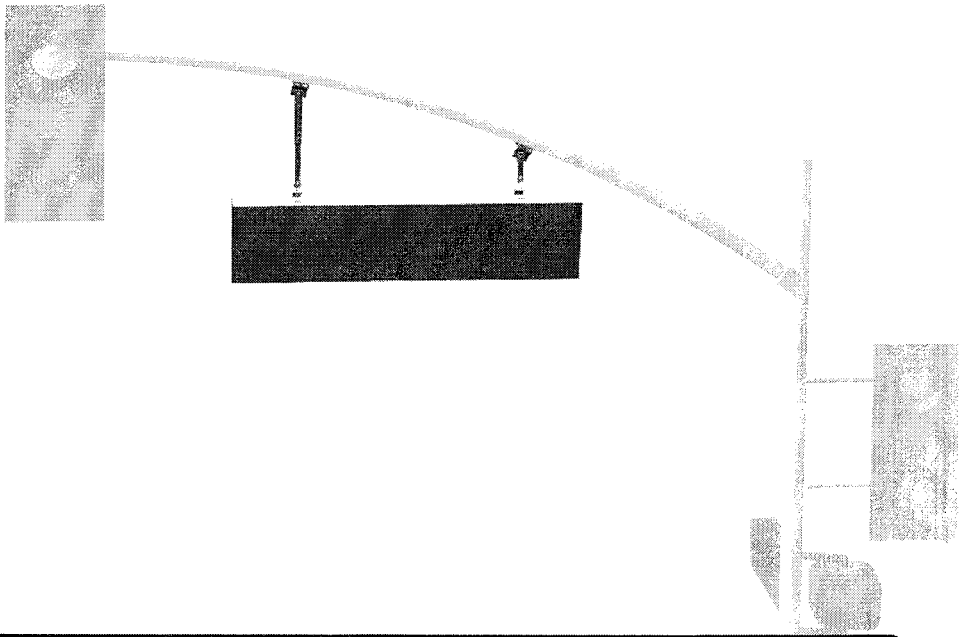
SSC Part No. EZB-1321

8″ Fixed Length



SSC Part No. EZB-8

1. 500 Pound Rating per Set
2. High Tensile Aluminum Extrusions
3. All Stainless Steel Fasteners
4. All Stainless Steel Ny-Lock Nuts
5. Adjustable Stainless Steel / Teflon Bearing
6. Fine Adjustment for Level Accuracy
7. SS Clip 2″



9875 Yucca Rd., Adelanto, CA 92301 P: 800-637-7233 F: 760-246-5512 www.SafewaySign.com

MAM2010.06

3. All these additional information shall be used by the bidder to provide a comprehensive bid for Alternate Bid item 23A

END OF ADDENDUM NO. 1

DASH Construction Company, Inc.
6320 Canoga Ave, Suite 220
Woodland Hills, CA 91367

ATTENTION: CITY CLERK

Bid Proposal For: Artesia Boulevard Arter
Improvements

Project No.: JN 935, Phase 2

Bid Date: July/31/2024

Bid Time: 2:00 P.M

'24 JUL 31 PM 1:51

CITY CLERK'S OFC

4

Gardena City Hall
1700 W. 162nd Street
Gardena, CA

ANSER ADVISORY

Part of **Accenture**

CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES

Artesia Boulevard Arterial Improvement Project
Western Avenue to Vermont Avenue Project, JN935 Phase 2

City of Gardena, CA
August 12, 2024

Anser Advisory
300 Spectrum Center Drive, Suite 1400
Irvine, CA, 92618
310.762.2700 | anseradvisory.com

August 12, 2024

William E. Mendoza, PE, Civil Engineer
Department of Public Works
City of Gardena
1717 W 162nd Street
Gardena, CA 90247-3778
wmendoza@cityofgardena.org

RE: CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR ARTESIA BOULEVARD ARTERIAL IMPROVEMENT PROJECT – WESTERN AVENUE TO VERMONT AVENUE PROJECT, JN935 PHASE 2

Dear William,

We at Anser Advisory Management, LLC, dba Anser Advisory, part of Accenture (Anser), are excited to provide our proposed plan for Construction Management and Inspection Services for Artesia Boulevard Arterial Improvements in the City of Gardena. After carefully reviewing the plans and specifications, the Anser team has assembled a stCesarg team of experts for this project, including a seasoned construction manager, a qualified lead inspector, and an industry-leading surveying company. This project is similar to previous projects that both Anser and our legacy company, Wallace & Associates, performed for the City of Gardena.

Anser specializes in providing professional construction management services for public works agencies, and we bring extensive technical experience to projects such as these. We have familiarized ourselves with the project, existing conditions, and public traffic patterns. Our proposed inspector, **Cesar Ramirez, D1**, has over 25 years of experience utilizing both Caltrans and Greenbook specifications and has a strong understanding of the technical expertise required for all scopes of work on this project, including applicable project planning, phasing, safety measures, Storm Water Pollution Prevention Plan (SWPPP) measures, risk mitigation measures and public outreach considerations as required. Our senior construction manager, **Adam Hunt, CCM, QSP,** has successfully completed projects similar in scope and complexity for numerous municipalities in southern California. He will bring the lessons he has learned and his expertise to the City of Gardena. Adam will oversee the project and keep detailed records to provide complete project closeout files.

Anser is excited about the opportunity to work with the City on this roadway improvement project. Thank you for your time and consideration. Tyson Atwood, Senior Vice President/Managing Director, will be the primary contact for this proposal; his contact information is provided below.

Sincerely,



Tyson Atwood, PE, QSD
Senior Vice President/Managing Director
300 Spectrum Center Dr, Suite 1400, Irvine, CA 92618
tyson.atwood@anseradvisory.com | (805) 459-7697

RELEVANT PROJECT EXPERIENCE

City of Gardena, Vermont Avenue Traffic Signal Upgrade Project

Gardena, CA

Construction Cost
$1.2M

Project Timeline
01/2022 – 05/2022



Anser provided construction management services for the Vermont Avenue Traffic Signal Upgrade Project JN 930. The project upgraded the traffic signal system for two intersections: the Vermont Avenue intersection with Rosecrans Avenue and the Vermont Avenue intersection with Redondo Beach Boulevard. The project also consisted of localized PCC pavement reconstruction, including new PCC pavement, curb, gutter, and sidewalk as part of a left turn lane extension as shown on the plans. The ADA curb ramps will also be R&R for both intersections. The TSS of both intersections will be extensively upgraded by replacement of traffic signal poles, vehicular and pedestrian heads, cabinets, battery backup, detectors, streetlights, street names, signages, and striping as shown on the Plans and Specifications.

City of Garden Grove, Arterial Streets Rehabilitation Project

Garden Grove, CA

Construction Cost
$10M

Project Timeline
02/2024 – 07/2024



Anser provided construction inspection for this $10M arterial street rehabilitation project along the major roadways and thoroughfares throughout the City of Garden Grove. The work consisted of clearing and grubbing, roadway excavation, removing and reconstructing of failed pavement areas, cold milling of existing asphalt concrete, and installation of asphalt rubber aggregate membrane (ARAM) with an asphalt rubber hot mix (ARHM) surface course. Remove and replace PCC curb and gutter, cross gutter, local depressions, sidewalk, and ADA curb ramps. Installation of CPS screens/bypass lids, CCTV cameras, cables, traffic detector loops, traffic striping, signing, and raised pavement markers. Anser conducted project close-out meetings, drafted a punch list, and approved final payments.

Orange County Waste and Recycling, Southeast Access Road Improvements

Irvine, CA

Construction Cost
$2.5M

Project Timeline
11/2021 – 04/2022



Anser provided construction management and inspection services to Orange County Waste and Recycling as needed. In November 2021, Anser was tasked with providing CM and inspection support for the County's new access road throughout the southeastern perimeter of their site. The scope of work consisted of the demolition and removal of 8,400 SF of pavement base, 8,000 SF of subgrade enhancement geotextile, access paving of over 102K SF, multiple concrete drainage structures, 3,000 LF of guardrail, striping, landscaping, irrigation and a power/pump station for a new 5,500 LF misting system throughout the site. The project also included clearing and grubbing, traffic control, adjustment of utilities and survey monuments, and protecting and restoring existing improvements.

County of San Bernardino DPW, On-Call, Spring Valley Lake Paving and ADA Ramps

Spring Valley Lake, CA

Construction Cost
$12.5M

Project Timeline
08/2019 – 06/2020



This project involved repaving 34 miles of roads within Spring Valley Lake. Project improvements included asphalt pavement overlay, construction of new or upgraded sidewalk ramps at various locations per Americans with Disabilities Act (ADA) standards, curb and gutter repair, painting traffic striping, and other related improvements. Anser provided the construction management team with support for the County Resident Engineer. Services included office engineering, field inspection, and materials testing. This project was placed on a four-month winter suspension. However, Anser returned the same construction management team to the project for continuity.

County of San Diego, Alpine Boulevard Streetscape Improvements

Alpine, San Diego, CA

Construction Cost
$34M

Project Timeline
07/2016 – 01/2018



This $34-million project involved constructing various streetscape improvements along Alpine Boulevard, including gravity walls, sidewalks, curbs, and gutter. This project also included adding a storm drain culvert system down Alpine Boulevard, consisting of 18" to 54" reinforced concrete pipes with various curb inlets and catch basins. This project also included three steel girder pedestrian bridges with pre-cast concrete deck panels constructed on CIDH pile foundations spanning various existing culverts on Alpine Boulevard. Anser provided on-site inspection and construction management services while representing the client to ensure quality control and delivery. Additional responsibilities included coordinating project start-ups, preparing contract documents, running pre-construction, utility coordination, progress meetings, and coordinating between the contract and various public utilities. The Anser team was also responsible for RFIs, reviewing and approving submittals, change orders, and monthly pay estimates.

County of San Diego, FY 17-18 Road Maintenance Project Asphalt Concrete Overlay "C"

San Diego, CA

Construction Cost
$10M

Project Timeline
09/2018 – 06/2018



Anser provided a Resident Engineer and two Inspectors for the nearly $10M County overlay program, consisting of 122 locations totaling over 30 miles of roadway improvements. The program consisted of a combination of asphalt overlays, mills, and inlays, which utilized Type A Hot Mix Asphalt (HMA) and Polymer Modified Asphalt Concrete (PMAC). Before mainline paving, dig-outs, and asphalt concrete leveling repairs were made at locations identified by County maintenance personnel and verified by the Anser CM team. Anser coordinated all material testing with the County material laboratory. The project also included AC dike replacement, fog seal, ADA ramp improvements, video detection signal improvements, and striping. The Anser team also ensured traffic control was set up and maintained based on the approved traffic control plans.

PROJECT UNDERSTANDING / APPROACH


Artesia Boulevard and Normandie Avenue

Project Understanding: Per the original RFP, Anser understands that the local street improvements mainly include modifications to both signals and traffic medians, milling and AC pavement, landscaping, and irrigation. The project also includes clearing and grubbing activities, construction of concrete access ramps, curbs, gutters, sidewalks, driveways, manhole adjustments, signage, striping, and other miscellaneous construction activities. Safety is paramount for protecting our residents, so traffic control measures will be strictly enforced during all project working hours. Coordination between other jurisdictions and third-party utilities will continue throughout the project to limit any impacts. Anser understands the project will include night shifts to accommodate different phasing plans and daily traffic hours. Maintaining resident and local business satisfaction and minimizing disruptions during the project is important to the Anser team. Our lead inspector will work closely with the businesses and residents to provide proper notification and coordinate the construction activities and closures.

As mentioned above, the key to any successful project is maintaining a prominent safety level while minimizing the impact on the traveling public. Traffic management and constant communication with the existing homeowners and businesses will be key to the success of this project. Anser's lead inspector will provide the knowledge and experience to successfully execute the project to the standards and specifications outlined by the City of Gardena, and our construction manager will review and maintain the schedule and budget.

Preconstruction Activities: When overseeing any project of this size, success starts in the beginning. Setting up the project ahead of time is crucial to its future success. Anser proposes utilizing preconstruction time to help with the initial project setup within the construction management information system, which will track all records. This includes submittal logs, payment applications (SOVs initially), plans and specifications, stakeholder contact information, and any other documentation to help the project succeed.

Before construction starts, our lead inspector will visit and walk the project site and measure the streets ahead of the contractor mobilizing onsite. This allows preconstruction photos (or videos) to be captured and existing field quantities to be measured before demolition starts. It also allows for the Anser team to confirm that all existing conditions reflect the bid documents transmitted to the Contractor in a proactive approach to minimizing delays and changes.

While the inspector is completing preconstruction inspections, they will assess for any constructability issues ahead of time and bring them to the attention of the engineer of record well before a contractor generates a request for information. Our team will look for potential existing utilities that had not been identified in the plans, such as electrical vaults and sewer manholes.

Another critical feature to identify during the preconstruction phase (if not already identified in the plans) is the potential for additional dig-outs and/or leveling courses. It is very common for pavement sections to have failures, which may require dig-outs between when the project was designed and when it goes into construction. During the preconstruction phase, our inspector will mark and label sections in the field, which the engineers can then review as potential dig-out locations. Once quantified, the team can estimate potential cost implications to verify that the additional costs are within a reasonable amount and acceptable to the City. Depending on the Resident Engineer's preference, this extra work can be paid for under an existing bid item, tracked on T&M, or an agreed-upon cubic yardage quantity.

Public Safety and Traffic Control: Safety is always the number one priority of Anser Advisory. Public safety is paramount for all managed projects, and our lead inspector will make sure the contractor provides clear, unobstructed, and safe access for pedestrians and public traffic throughout, or adjacent to the work areas at all time. Continuous monitoring of the traffic control systems will be necessary as the contractor may change the traffic patterns during each shift. The lead inspector will work closely with the traffic control team to verify all signage and detours are properly installed and maintained per the specifications. It will be particularly important that the lead inspector works closely with the contractor and local businesses to minimize the impacts on access and not negatively affect their business. The construction manager will continue to work with the contractor throughout construction to plan all work in advance and coordinate with local jurisdictions and utilities to avoid issues. To eliminate any delays to the project, the inspector will work closely with the contractor and Resident Engineer if any vehicles or objects need to be towed and will follow the applicable City Code as described in the technical provisions. It will also be imperative to work closely with the US Postal Service and sanitation companies to limit any additional impacts during the construction activities.

Utility Protection: As stated in the technical provisions (Section 402), the contractor will need to coordinate with the local utility companies to locate and protect in place the various utilities. Our lead inspector, **Cesar Ramirez**, will work closely with the contractor and utility companies to locate and protect in-place utilities. While working near overhead utilities, it will be necessary to place signage to warn the end dump truck drivers about the overhead utilities. When necessary, representatives from the various utilities may attend the weekly coordination meetings to ensure construction activities run smoothly.



Surveying Activities: **GUIDA** will provide monument preservation surveys per the project requirements and California State Law. Preserving survey monuments is one of the most important activities of land surveyors. GUIDA is a monument preservation and perpetuation champion who continually advises clients on complying with Section 8771 of the California Business and Professions Code. GUIDA supports public and private clients with these services on many street improvement projects each year. These surveys include researching and recovering existing monuments, preparing preconstruction corner records, and filing them with the appropriate County Surveyor's Office. Upon completion of construction, GUIDA will return to the project area, review the monuments preserved, replace those damaged or destroyed, and file a post-construction corner record with the same County. GUIDA's understanding of the project can be found in their following resumes.

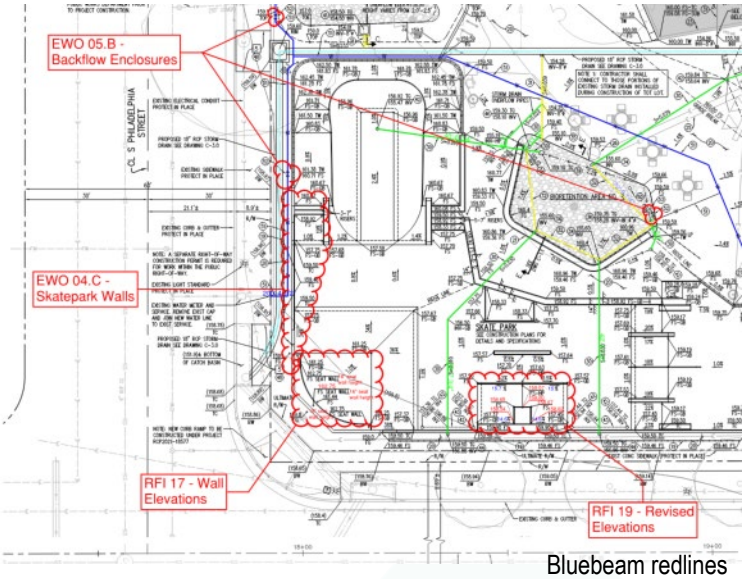
Schedule: Before construction begins, the contractor shall submit the baseline schedule within 14 days, as well as the monthly schedule updates with the submittal of each monthly progress payment. **Adam Hunt, CCM, QSP** will review all schedules with the contractor to make sure there is a plan to complete the work in the required time. Any deviations that may delay the contractor from their original baseline schedule or monthly updates after that shall be documented and justified prior to the approval of any additional days added to the construction schedule. Anser will request that the schedule submittals be submitted in either MS Project or P6 format.

Budgeting (Payment Applications / Changes): **Adam Hunt, CCM, QSP** will be reviewing monthly payment applications submitted by the Contractor. Initial quantity takeoffs from the plans (in Bluebeam) will be cross referenced with the quantities requested by the Contractor for justification on payment. Anser keeps detailed notes during the payment process to confirm which quantities and locations have been paid, as well as remaining quantities and locations for each of the bid items listed in the Schedule of Values. This ensures that the Contractor is not double paid for bid items that may span over months of construction. The field inspector will input daily quantities in their daily reports and remain in constant communication with the CM team to ensure that all quantities are correct and up to date. Once monthly quantities have been confirmed by both Anser and the

Contractor, the approved payment request will be submitted to the City's construction administrators for payment processing. In addition to progress payments, Mr. Hunt will also be reviewing change order items to ensure justification of additional work required of the scope. Independent cost estimates will be generated internally to confirm the Contractor is not trying to overcharge for out-of-scope items. We intend to keep the City fully informed of potential financial exposure through the entire duration of the project.

Document Control / Labor Compliance: **Rachael Highley** will support the team by processing daily RFIs, submittals, and other miscellaneous project documentation, monitoring labor compliance, and confirming that the contractor adheres to DIR requirements. Rachael brings over 13 years of professional experience in providing contract administration and labor compliance. As a document control and labor compliance specialist, Rachael is familiar with reviewing, understanding, and processing submittals, RFIs, and certified payroll, liaising with staff to monitor compliance, attending all meetings, and processing meeting minutes.

Final Project Files: We understand how critical project closeout files and as-builts are to have at the end of any project. The Anser team will generate and receive all files during the project. We will maintain electCesaric files through our internal construction information management system (CMIS) unless the City or the contractor has a preferred system. This will allow our team to close out the project efficiently and provide closeout docs to the City, including a log of all submittals, RFIs, daily reports, photos, material testing reports, payment applications, change orders, and final as-built plans. In addition to the chosen CMIS software used on the project, Anser also utilizes Bluebeam Studio to redline our internal plans, noting RFIs, changes, as-builts, etc., that will ultimately be turned over to the City as our own internal set of as-builts (shown to the right).



Bluebeam redlines

STAFFING



SENIOR CONSTRUCTION MANAGER

Adam Hunt, CCM, QSP, has over 18 years of experience in construction management on job sites from inception to close-out for various public works heavy civil (roadway construction, AC overlays), vertical construction projects (community centers, libraries, police stations), maritime (piers and ports), and higher education projects. He possesses the organizational, critical thinking, technical, and team-building skills required to manage and coordinate all construction projects under his supervision. He is more than capable of daily communication and oversight, tracking and/or approval of all project records and correspondence, such as payment applications, change orders, RFIs, submittals, schedules/schedule updates, meetings/meeting minutes, monthly reports, invoicing, constructability reviews, dispute resolution, and as-built drawings. Mr. Hunt has performed these tasks and more for the projects listed on his resume, included at the end of this proposal.



RONNIE CHEVALIER, CHST
LEAD INSPECTOR

Mr. Chevalier has over 26 years of experience fulfilling multiple roles as an inspector, project manager, and health and safety coordinator. He has extensive experience in various market sectors, including but not limited to transportation, water and wastewater, facilities, oil and gas, and commercial and residential construction. Ronnie is well-versed in Caltrans methods and procedures.



LEAD INSPECTOR

Cesar Ramirez is a Civil Engineering professional with over 35 years of construction and inspection expertise as well as budgeting, planning, inspection, and staff management experience. He is versatile and very capable at providing inspection for every type of construction and has spent most of his career on projects throughout Southern California. Cesar's experience includes numerous CIP projects including traffic signal upgrades, landscape, street and roadway rehabilitation, water and sewer lines, wells, and pressure reducing stations, and parks. His roadway experience includes rubberized asphalt, cement paving, base paving, recycled asphalt base, aggregate base, lime-treated and cement treated base, medians and intersections. He is well versed in Caltrans, Greenbook and other regulatory standards, plus he understands the recordkeeping requirements and tasks to comply with the various state and federal funding requirements. Cesar has provided inspection and record keeping for numerous FHWA Federally funded projects.



ASSISTANT CONSTRUCTION MANAGER / LABOR COMPLIANCE

Rachael Highley brings over 12 years of professional experience providing client support in various roles. Rachael assists our project team on several projects in the field and administratively. Her duties include recording meeting activities, reviewing documents, and processing correspondences. Additionally, she supports Anser Advisory's labor compliance services by conducting and documenting site employee interviews. She is well-versed in several funding requirements, including local, state, and federal funds. Rachael thoroughly documents all information and compares it to the project requirements for compliance.

RESUMES AND COST PROPOSAL



Education

Bachelor of Science, Construction Engineering Management, California State University, Long Beach, 2008

Bachelor of Arts, Communication Studies, California State University, Long Beach, 2003

Licenses/Certifications

CMAA CCM Certification #4395

QSP #23094

DBIA Associate Certification

Computer Skills

Extensive knowledge of Bluebeam, Primavera P6 and Virtual Project Office (VPO)

Advanced experience in Microsoft Office Applications (Word, PowerPoint, Excel, Access)

Experience

Years' Experience: 18

Years with Anser: 13

ADAM HUNT, CCM, QSP

SENIOR CONSTRUCTION MANAGER

Adam has over 15 years of experience in construction management on projects from inception to close-out for various heavy civil and vertical construction projects. Adam possesses the organizational, critical thinking, technical, and team-building skills required to manage and coordinate all construction projects under his supervision. Adam provides daily communication and oversight, tracking and/or approval of all project records and correspondence, such as payment applications, change orders, RFIs, submittals, schedules/schedule updates, meetings/meeting minutes, monthly reports, invoicing, constructability reviews, and as-built drawings.

SELECT PROJECT EXPERIENCE

Colton Sanitary Landfill, Final Closure, Colton, CA
Construction Cost: $36M | Project Timeline: 10/2022 – 04/2023
Mr. Hunt is the Sr. Construction Manager at the Colton Sanitary Landfill (CSL). Currently, he oversees and manages all aspects of the construction efforts required of the contract documents, including, but not limited to, daily and weekly coordination meetings between all stakeholders (Client, Contractor, Site CQA), review and/or approval of all project related costs, schedule, submittals, RFIs, site protection and monitoring and miscellaneous project correspondence. The $36M CSL Closure project includes 90 acres of clearing and grubbing, 4,000,000 SF of both geomembrane and turf closure material, subgrade preparation (smooth drum rolling), a retention basin, drainage improvements, and erosion control.

City of Anaheim, Center Greens Park Improvements, Anaheim, CA
Construction Cost: $8.5M | Project Timeline: 2023 – Current
Mr. Hunt was a Sr. Construction Manager at the 3.5 acre Center Greens Park in which he maintained daily coordination, time management, and cost control between the client, contractor, and architect. The construction of the Center Greens Park included new landscaping and irrigation, new and relocated lighting, upgraded basketball court, new skate park, challenge course, decomposed granite pathways, concrete pathways and other hardscape, shade structure, seat walls, water capture basins, furnishing, and other appurtenant work.

City of Anaheim, Brookhurst Teen Center, Anaheim, CA
Construction Cost: $985K | Project Timeline: 2022 – 2023
Mr. Hunt was a Sr. Construction Manager at the 735 SF Teen Center building in which he maintained daily coordination, time management, and cost control between the client, contractor, and architect. The work included new construction of an approximately 735 square foot addition to Brookhurst Community Center with an interior restroom, new sewer connection, concrete pathway and other hardscape, striping, landscaping, and all appurtenant work.

Orange County Waste & Recycling – North & Central Region Landfills, Orange County, CA
Construction Cost: $1M up to $36M | Project Timeline: 2014 – 2022
Mr. Hunt was a Sr. Construction Manager at two of the three Orange County active landfills and has overseen coordination between the client, the consultants, and contractors across several projects throughout the County, including the Asphalt Overlay of Interior Access Roads and new Southeast Access Road projects at their Central Region landfill, as well as main access road improvements to their North Region landfill. Additional projects managed throughout the County include the East Flank Landslide Remediation (Central Region), Phase VIII-B1-Groundwater Protection System and Liner Construction (Central Region), Ops Building Tenant Improvement and the Bowerman Event Center.

Construction management services included managing and coordinating the efforts of the client, contractor, engineer, CQA, and State and Federal regulatory agencies. Mr. Hunt was responsible for project control support, including cost, schedule control, and quality assurance. He held weekly coordination meetings, prepared and documented all progress payments, contractor submittals, inspections, RFIs, and change order requests, and participated in weekly construction manager meetings.

San Timoteo Sanitary Landfill, Unit 2, Phases 3-2 & 4 Groundwater and Liner Construction, Redlands, CA
Construction Cost: $14M | Project Timeline: 11/2019 – 01/2021
Mr. Hunt was the construction manager at the San Timoteo Sanitary Landfill (STSL) and managed all aspects of the construction efforts required of the contract documents, including, but not limited to, daily and weekly coordination meetings between all stakeholders (Client, Contractor, Site CQA), review and/or approval of all project related costs, schedule, submittals, RFIs, site protection and monitoring and miscellaneous project correspondence. The $14M STSL project includes 75 acres of clearing and grubbing, nearly 2 million cubic yards of earthwork excavation, screening and processing, buttress construction, stockpiling, compacted subgrade, and slope rebuild. It also includes 40 acres of geosynthetic lined slopes (geomembrane and geosynthetic clay liners), leachate collection and a pumping station, drainage improvements, and erosion control.

City of Signal Hill, Signal Hill Library, Signal Hill, CA
Construction Cost: $28.4M | Project Timeline: 02/2019 – 11/2019
Mr. Hunt was a construction manager at the Signal Hill Library who maintained daily coordination, time management, and cost control between the client, contractor, and architect. The construction of the Signal Hill library included the excavation of site soils/earthwork, foundations, installation of concrete footings, construction of a steel moment framed building (approximately 15,000 square feet of steel) and interior wood framed office areas, parking lot, new trash enclosure, onsite water infiltration system, landscaping, irrigation, and electrical car charging stations.

Berths 142-147 Intermodal Container Transfer Facility, Port of Los Angeles, CA
Construction Cost: $61M | Project Timeline: 2014-2016
Mr. Hunt provided environmental compliance coordination services as part of the construction management team for the Port's newest ICTF facility. This project was a component of the phase development of the Trans-Pacific (TraPac) Container Terminal Improvement Program. Several environmental requirements were construction-related. The Port identified mitigation measures and monitoring requirements for the TraPac Improvement Program (fugitive dust, noise, vibration, traffic disruption, and other measures) to be addressed during construction. Mr. Hunt provided the required mitigation monitoring, maintained all documentation, and provided reports to the construction manager. Mr. Hunt responded to public inquiries and/or complaints, assisted in resolving the issue, and communicated directly with the citizens.

Shore to Ship Power Retrofit Program, Port of Long Beach, CA
Construction Cost: $43M | Project Timeline: 2012-2014
Mr. Hunt served as assistant construction manager for the construction management of the $19M Pier A, Berths A88-A96, and the $24M Pier T, Berths T132-T140, Shore to Ship Power Retrofit Programs. The project consisted of retrofitting berths of the existing wharfs, including the construction of underground electrical structures, relocation of embedded utilities and wharf modifications for vaults, construction of equipment foundation pads, fence, and bollards, installation of shore power outlet vaults of the wharf faces, electrical switchgear, power substations, all associated conduits, electrical cables, ducts and connections, and installation of fiber optic cables and data link network systems. Mr. Hunt was responsible for all project control support, including cost, schedule, contractor submittals, inspections, RFIs, and change order requests, which were tracked using Primavera Contract Manager to manage all construction documents. The role of Assistant Construction Manager also included SWPPP monitoring and reporting, construction cost estimation, and observation of work in progress.



Education

MBA, Specializing in Management, American Intercontinental University, 08/2020

Bachelor of Business Administration, Specializing in Entrepreneurship, American Intercontinental University, 2014 - 2019

Licenses/Certifications

Board of Certified Safety Professionals (BCSP) Construction Health and Safety Technician (CHST) No. 13501; Expires 12/24

Experience

Years' Experience: 26+

Years with Anser: 5

RONNIE CHEVALIER, CHST

SENIOR CONSTRUCTION INSPECTOR

Mr. Chevalier has over 26 years of experience fulfilling multiple roles as inspector, project manager, and health and safety coordinator. He has extensive experience in various market sectors including, but not limited to, transportation, water and wastewater, facilities, oil and gas, commercial, and residential construction. Ronnie is well-versed in Greenbook, Caltrans and WATCH methods and procedures.

SELECT PROJECT EXPERIENCE

City of Oceanside, Micro Trench Project, Oceanside, CA
Project Timeline: July 2024 | Construction Cost: $60M
As the temporary Senior Lead Inspector, Ron was responsible for enforcing City Standards for the deployment of a dark fiber underground instrastructure, construction within the city right-of-ways, inspection of micro-trench, laterals, chambers, and handholes, as well as daily reports and photos.

City of Garden Grove, Arterial Street Rehabilitation, Garden Grove, CA
Project Timeline: 02/2024 – 07/2024 | Construction Cost: $10M
As the lead construction inspector, Ron was responsible for all CQA inspection pertaining to the project, which consisted of clearing and grubbing, roadway excavation, removing and reconstructing of failed pavement areas, cold milling of existing asphalt concrete, installation of asphalt rubber aggregate membrane (ARAM) with an asphalt rubber hot mix (ARHM) surface course. Removal and replacement of PCC curb and gutter, cross gutter, local depressions, sidewalk, and ADA curb ramps. Installation of CPS screens/bypass lids, CCTV cameras, cables and traffic detector loops, as well as traffic striping, signing, and raised pavement markers. In addition, Ronnie assisted with project close out meetings, draft punch list items and approval of final quantities in the final payment application.

City of Culver City, Mesmer Low Flow Diversion, Culver City, CA
Project Timeline: 06/2023 – Ongoing | Project Cost: $1.5M
Ronnie serves as Senior Inspector responsible for inspecting concrete break for drilling and I-Beam installations, walers and cross struts installation, PVC installation, and pit/channel work. The Mesmer Low Flow Diversion Project diverts dry-weather runoff from Centinela Creek, into the City's decommissioned Mesmer Pump Station (Pump Station).

Los Angeles County Metropolitan Transportation Authority (LA Metro), Program Management/PDA Oversight Services for Sepulveda Transit Corridor Project, Los Angeles, CA
Project Timeline: 03/2023 – Ongoing | Project Cost: $40.6M
As Senior Construction Inspector, Ronnie provides inspection for field and drilling operations, drilling operations, packer and televiewer testing and boring at various locations. Metro is planning to improve travel between the San Fernando Valley and westside of Los Angeles, with future expansion to the Los Angeles International Airport (LAX). Interstate 405 between these high-demand areas is one of the most congested urban freeway corridors in the United States, with more than 400,000 daily trips crossing the Sepulveda Pass through the Santa Monica mountains every weekday. To tackle the complex challenge of building a world-class public transportation route through the natural barrier of the Santa Monica mountains, Metro is pursuing an innovative approach using Pre-Development Agreements (PDAs) to evaluate two potential transit technology approaches—monorail and heavy rail solutions.

Traffic Management Center (TMC) Fiber Optic Expansion, County of Orange
Inspector | Timeline: 08/2022 – 03/2023 | Project Cost: $2.4M
Ronnie served as inspector for the installation of fiber optic utilities throughout the County of Orange.

- Daily report writing submitted to the city engineer.
- Communication between city engineers and contractors to ensure work is being done correctly.
- Maintaining a safe working environment by verifying the TCP that the city requires.

- Understanding and answering questions about the project plans for contractors and members of the public.
- Decision making on unexpected problems and variables.

Riverside County Transportation Department (RCTD), On-Call Development Inspection, Off-Site Sewer, Water & Recycled Water Improvement, Riverside, CA
Inspector | Timeline: 02/2022 – 05/2022 | Project Cost: $100K
Ronnie served as the lead inspector for installation of multiple utility lines, 84" storm drains, 12" reclamation water line, 12" domestic water line, relocation of two 8" high pressure steel gas line and 8" plastic low pressure gas lines, encased electrical lines for Southern California Edison, 15' trench line for 900 LF of 12' VCP sewer line, 1,091 LF of 15" VCP sewer, 890 LF of 24" N-12 HDPE storm drain pipe,1,650 LF 8" PVC C-900 DR -18 water line and 480 LF of 12" PVC C-900 water line. He inspected for compliance with Eastern Municipal Water District (EMWD) Standards for residential community infrastructure development. He is responsible for overseeing all aspects of construction and compaction for trenching across six lane Domenigoni Parkway, a major highway in the Winchester area.

San Diego Association of Governments, North Park | Mid-City Georgia, Meade and Landis Bikeway Projects, ADA Ramp Compliance, San Diego, CA
Inspector | Timeline: 06/2022
Ronnie was the assistant resident engineer responsible for inspecting all new facilities for compliance with the Americans with Disabilities Act (ADA) and conducted over 140 field measurements for ADA Project Compliance Certification for the City of San Diego. He also determined if newly constructed ADA ramps met the requirements of the Caltrans specifications, conducted multiple field measurements of slope percentage, wide high of the ADA ramp, signs and crossing push buttons for correct ADA measurements for the disabled. Submitted final reports to Caltrans Resident Engineer for final signature.

Caltrans District 10, Various Projects, Various Locations
Inspector | Timeline: 8/2021–09/2021| Projects Cost: $3M - $56M
Ronnie served as a field inspector reporting directly to the State of California Department of Transportation (Caltrans) in the following projects:
- **10-1J1904 ($3M)- Cold plane asphalt removal for cold in-place recycling**. Inspected removal and placement of asphalt per Caltrans plans for 8.2 miles on Highway 140.
- **10-3A7204 ($56M) – Pavement Resurfacing.** Inspected installation of 4.2 miles of Continuous Reinforced Concrete Pavement with reinforcing steel on State Route 99
- **10-0Q1214 ($31M) – Lane widening from 2 to 3 lanes.** Inspected for compliance to all Caltrans standard plans, special provisions, and installation of CRCP along State Route 99. Rebar template set up, HMA bond breaker installation and worked with high pressure continuous reinforced concrete pavement.

City of Chula Vista, Fiber Optic Cable Installation, Chula Vista, CA
Inspector | Timeline: 07/2020 – 05/2021 | Project Cost: $1.5M
Inspection for the installation of fiber optic utilities throughout the city of Chula Vista.
- Daily report writing submitted to the city engineer.
- Communication between city engineers and contractors to ensure work is being done correctly.
- Maintaining a safe working environment by verifying the TCP that the city requires.
- Understanding and answering questions about the project plans for contractors and members of the public.
- Decision making on unexpected problems and variables.

RCTD, On-Call Civil Encroachment Permit Enforcement, Riverside, CA
Project Timeline: 03/2020 – 06/2020
Ronnie was the Contract County Inspector for the assigned territory in Western Riverside County responsible for all permit applications for road work on County maintained roads and other roads

depending on the scope of work and encroachment on county property. He reviewed, corrected and approved Traffic Control Plans according to MUTCD. Conducted pre-construction meetings with permit holders and authorized work crew representatives. He verified non-authorized work was in progress, and checking permitted jobs sites for compliance. Use of BLUEBEAM software for permit, scope of work and traffic control plans modifications, corrections, omissions and errors are notated and reverted back to Riverside County Headquarters for processing and notifying permit holders and permit applicants of necessary corrections needed before "OK TO PROCESS" is given by Inspector.

RCTD, I-215 Scott Road Interchange Project, Menifee, CA
Construction Cost: $57.8M | Project Timeline: 02/2020 – 05/2020
As field inspector, Ronnie provided civil inspection on loop ramps, CCO's, T&M's documentation of crew & equipment for certified payroll, SWPPP, field work documentation and field measurements and calculations for cubic yards, tonnage, linear Feet, etc. in correlation with appropriate contract bid items and certified materials verification. Provided field engineering services according to Caltrans, County of Riverside and City of Menifee standards and revised standard plans for highway loop ramps roadways, COZEEP CHP lane closure and reopening construction management for traffic control plans compliance for the removal and off-sight trucking of K-Rales and street sweeper cleanup prep for ramp opening (nightshift). Inspector for slope paving (concrete) compliance for NB & SB Highway I-215 loop ramps/Scott Road overpass, DI Inspectors, and rock blanket installing at various locations for Scott Road/I-215 interchange Project. Created punch list and quality assurance. Americans with ADA Compliance Inspector using smart levels and various field measurement techniques approving or rejecting final work to be in or out of Caltrans Standard Plans and construction details; such as Curb Ramp Details- (A, D, or E; F or G; and case C), landing slope percentage, landing cross slope percentage to name a few, per Caltrans 2015 Standard Specifications and the revised specifications dated July 21, 2017. Verified actual physical location of ADA Curb Ramp using Latitude (y) and Longitude (x) GPS location app via smart phone technologies.

City of Bakersfield/Caltrans District 6, Retaining Wall No. 62 & No. 6 Production Soil Nails, Verification Test Nails, Bakersfield, CA
Construction Cost: $7M | Project Timeline: 08/2019–01/2020
Employer: Anser Advisory Management, LLC (formerly DHS Consulting, LLC)
Mr. Chevalier was a field inspector reporting to NV5 with direct interface with State of California Department of Transportation (Caltrans) and the City of Bakersfield. Ronnie served as a field inspector providing inspection services for soil nail, verification nail, and test nail installations and verifies and tests soil nail installation on Highway 99 for Retaining Wall Nos. 62 and 6, including the bridge section at Belle Terrace. He verified bonded length, unbonded length, grout volume cubit feet capacity of production soil nails; verification test nails with various lengths ranging from 18’ to over 36’ in length; shotcrete; and wire mesh with CSM wall installation of soil nails. He works directly with the drilling crew to verify correct degree angle drilling, grouting, nail pull tests, verification nail installation, and all related retaining wall/soil nail installation. (Contract # 06-484644)

City of Bakersfield/Caltrans District 6, Stockdale Highway & Route 43 Roundabout, Bakersfield, CA
Construction Cost: $147M | Project Timeline: 08/2019-01/2020
Employer: Anser Advisory Management, LLC (formerly DHS Consulting, LLC)
Caltrans is constructing a roundabout at Stockdale Highway and Route 43 in Kern County. Ronnie served as project inspector overseeing all aspects of the roundabout construction including subgrade verification with the surveyor and project superintendent, sidewalks and curb & gutter installation, and Hot Mix Asphalt (HMA) placement. He inspected HMA, Jointed Plain Concrete Pavement (JPCP), subgrade, grading, paving, and sealing; installation of ADA ramps, bike lanes, signage, striping, drainage systems, and landscaping; and traffic control, construction staging, and landscape and erosion control plans. He facilitated efficient communication and interaction with Caltrans and the contractor (Griffith Company). (Contract # 06- 484654, Project ID: 0618000121)

Vivakor, Inc., Kuwait & Utah

Advisory Board Member/Consultant/Head of Environmental Health & Safety | Timeline: 03/2019–09/2019

Responsible for safety oversight from manufacturing and operation of Remediation Recovery Centers (RRC) for global operations in Kuwait and domestic operations in Utah. RRCs remediate heavy crude oil saturated sands and soils which were a result of the Gulf War. Mr. Chevalier is a liaison on behalf of Vivakor, Inc. with the Kuwait Oil Company and United Nations (UN).

Kharisma Consulting, Washington and California
Construction Inspector/Assistant Project Manager | Project Timeline: 03/2008 – 08/2019

Mr. Chevalier served as a Construction Inspector working onsite, overseeing curb & gutter install, Asphalt and Concrete paving, roads and ADA complaint sidewalks. Mr. Chevalier worked closely with, and reviewed the work performed onsite, to ensure compliance with construction plans. Mr. Chevalier read and reviewed site plans, multilayered plans such as P&ID Plans, and inspects, measures and checks contractor's work to verify compliance to stated construction plans specifications. Hands-on Field Inspector experience in major highway asphalt and concrete install, and various concrete pours. Senior Inspector for major highways in Washington state and California.

Jason's Engineering Co.
Senior Construction Inspector/Construction Inspector Consultant
Project Timeline: 02/2007–08/2009

Mr. Chevalier was responsible for performing soils and materials testing in the lab and in the field for various projects. Laboratory testing included conducting fracture, Proctor, sand equivalent, and sieve testing of various aggregate. Field testing included nuclear density gauge testing, pavement inspection, and concrete slump (ASTM C143) testing. He also performed sidewalk and curb, storm drain and sewer, and general construction inspection activities.



Education

Santo Tomas de Aquino University, BSCE

Licenses/Certifications

Water Distribution D1

Experience

Years Experience: 28

CESAR RAMIREZ, EE

SENIOR CONSTRUCTION INSPECTOR

Mr. Ramirez is a Civil Engineering professional with over 28 years of construction and inspection expertise and budgeting, planning, inspection, and staff management experience. He is versatile and capable of inspecting every type of construction and has spent most of his career on projects throughout southern California. Cesar's experience includes numerous CIP projects, including traffic signal upgrades, landscape, street, roadway rehabilitation, water and sewer lines, wells, pressure-reducing stations, and parks. His roadway experience includes rubberized asphalt, cement paving, base paving, recycled asphalt base, aggregate base, lime-treated and cement-treated base, medians, and intersections. He is well versed in Caltrans, Greenbook, and other regulatory standards, plus he understands the recordkeeping requirements and tasks to comply with the various state and federal funding requirements. Cesar has provided inspection and record keeping for numerous FHWA Federally funded projects.

REPRESENTATIVE EXPERIENCE

FY 18/19 Citywide Paving Program, City of Corona, CA

Senior Construction Inspector for $1M, annual roadway rehabilitation project with local funding for sectors of the City. Project features included removals, milling, manhole and water valve adjustments, curb and gutter repairs, asphalt paving, and slurry seal. Duties included pre-construction photos, daily inspection reports, weekly statement of working days, quantity calculations, RFIs, coordination with materials testing firm, job site photos, as-builts, final walk-through, and closeout.

Euclid Street/Garden Grove Blvd/Woodbury Avenue Rehabilitations and Palmwood Sidewalks, City of Garden Grove, CA

Senior Construction Inspector for the city's $3.8M street rehabilitation projects. Streets under construction were: Euclid Street, from Chapman Avenue to Katella Avenue; Garden Grove Boulevard, from Brookhurst Street to Nelson Street; and Woodbury Road, west of Harbor Boulevard. Traffic on Euclid Street and Garden Grove Boulevard was reduced to one lane to facilitate construction work. The improvements included removing and constructing uplifted median curbs, gutter, sidewalks, and wheelchair ramps; traffic striping; raised pavement markers; and asphalt concrete base and surface. The work resulted in an improved roadway surface and minimized maintenance efforts. On Palmwood Drive, from Patricia Drive to Vegas Way, improvements consisted of constructing a 4' wide sidewalk on both sides of the street. Inspection duties include DIRs, photo records, coordination with the project manager, traffic control, Weekly Statements of Working Days, RFIs, progress payments, and quantity takeoffs.

Magnolia Street Rehabilitation, City of Garden Grove, CA

Senior Construction Inspector for a $3.1M one-mile roadway rehabilitation project with local funding on Magnolia Street from Garden Grove Boulevard, crossing under the SR-22 Freeway to the end of the off-ramps. Project features included traffic signals and ADA ramps at Magnolia and Trask intersection, coordination with Caltrans for work under SR-22 freeway, and installation of 2" - 96" diameter stainless steel pipes of about 150' for stormwater retention which were connected to sump pumps near the low point at the freeway, dig outs for complete section rehabilitation, used 5% cement treated base which included grinding and mixing of the old roadway asphalt, concrete medians, driveways, sidewalks and ADA ramps. Duties included pre-construction photos, daily inspection reports, weekly statement of working days, quantity calculations, RFI's, coordination with materials testing firm, job site photos, as-builts, final walk through, and closeout.

Knott Street Rehabilitation, City of Garden Grove, CA
Senior Construction Inspector for a $2.2M roadway rehabilitation project. Improvements included FDR reclamation and cement treatment, full-depth asphalt replacement, replacement of curb and gutter, bus pad and handicap ramps, installation of video detection system, traffic signal detector loops, and installation of irrigation and landscaping. The project included FHWA federal funding requirements with Caltrans local oversight. Duties included pre-construction activities, permits, administering the contract, inspecting the work of various contractors, documenting the work via daily reports and digital photography, ensuring quality control, verifying quantities, conducting weekly progress meetings, processing control documents such as RFI's, submittals, progress payments, certified payrolls, negotiating and managing change orders, providing field fixes to design issues and monitoring schedules.

Landscape Maintenance (LMD) 84-2 Zone 14 Areas 1-4 Landscape Renovations Project, City of Corona, CA
Senior Construction Inspector for this $200K project, which consisted of clearing and grubbing vegetation, trees, irrigation heads, and lateral lines in landscaped planters and parkways as specified in the plans; performing soil prep, finish grading, weed abatement, furnish and install new irrigation and plant materials, and trees and protect in place existing trees and vegetation not in contract. Zone 14 was established to fund the landscape maintenance of parkways and medians along Norco Hills Parkway, Village Loop, Parkridge, Parkview, and McKinley. Inspection of irrigation removal, the installation of new irrigation valves, drip irrigation per zone, weed abatement, plant delivery, and layout, 30/60/90/120-day plant maintenance review, and 120-day plant establishment period for each phased area.

Landscape Maintenance District (LMD) 84-2 Zone 7 and 10 Landscape Renovation Project, City of Corona, CA
Senior Construction Inspector for this landscape renovation project. In 2016 and 2017, the City performed approximately 500,000 square feet of landscape renovations in various landscape maintenance districts in Corona, including LMD 84-2 Zones 7 and 10. These renovations were conducted partly due to drought conditions in the State of California, which resulted in changes to water use regulations and the need to increase water efficiency outdoors. Another factor for the projects was the need to replace plant material and irrigation systems, which were beyond their useful life. Lastly, due to the funding for the landscaping of these areas coming from special assessments on property taxes, the projects were also performed to help contain costs and improve the financial sustainability of the districts. The selected regions in the initial project were generally parkways grouped by the area fed by a water meter. Created plant palettes to take advantage of low-water-use plants that work well within Corona's climate and maintain visual consistency throughout the city. The project renovated approximately 20,000 sq ft of landscaping between the two zones.

State Route 74 (SR 74) 6" Water Main Relocation, Elsinore Valley Municipal Water District, CA
Senior Construction Inspector for the $435K relocation and upsizing an existing 6" water main to comply with Caltrans and District standards. The new waterline will be a minimum depth of 42" below future grades and upsized to 8" to meet the District's current standards. Responsibilities included performing daily inspections, administering contract documents, conducting weekly progress meetings, processing submittals, requests for information and clarification, change orders and progress payments, generating final punch lists, and monitoring the contractor's schedule.

Sierra del Oro Water Treatment Plant Landscape Renovations Project, Corona, City of Corona, CA
Senior Construction Inspector for this CIP landscape renovation project will repair the substantial damage to the landscaping, roof, and communication site equipment from the 2017 Canyon Fire, which damaged the Water Treatment Plant. The design consists of rehabilitating approximately 70,000 sq ft of the site, including the existing irrigation system and installing cobble hardscape, removing and replacing a failing retaining wall, and installing plant materials to act as a fire break to help reduce the potential for fire damage in the future.



Education

Administration; Riverside City College, Riverside CA

Licenses/Certifications

Anser Education CM Course Certificate

Procore Admin Certification

Experience

Years' Experience: 12

Years with Anser: 5+

Computer Skills

Virtual Project Office (VPO)

Virtual Project Manager (VPM)

Procore

CMIS

CIPO

Microsoft Office Applications (Word, PowerPoint, Excel)

RACHAEL HIGHLEY

ASSISTANT CONSTRUCTION MANAGER/LABOR COMPLIANCE

Rachael. Highley brings over 12 years of professional experience providing client support in various roles. Rachael assists our project team on several projects in the field and administratively. Her duties include recording meeting activities, reviewing documents, and processing correspondences. Additionally, she supports Anser Advisory's labor compliance services by conducting and documenting site employee interviews. She is well-versed in several funding requirements, including local, state, and federal funds. Rachael thoroughly documents all information and compares the information to the project requirements for compliance.

REPRESENTATIVE EXPERIENCE

GTrans Remodeling Project, City of Gardena, CA, 07/23 – Current

Rachael is providing Construction Management support services for the $620K demolition of portions of the existing Gardena Transit Facility and remodeling of the interior workspace with electrical upgrades.

LA County Fire Department Station 158, Gardena, CA, 2023 – 01/2024

Senior Project Coordinator for the $ 800K upgrades to this fire station. This work included lead and asbestos abatement, new framing and ceilings with wall repairs, new lighting and lighting control, and coordination with the existing Emergency Fire Call System. It also included new rooftop HVAC and exhaust units, wall, fire pole, kitchen, dormitory, team room, and toilet room upgrades. New ductwork and plumbing infrastructure were also added.

Coachella Valley Association of Governments (CVAG), CV Link Multi-Modal Transportation Corridor, Coachella Valley, CA

Construction Cost: $100M+ | Project Timeline: 09/2021 – Current

Rachael provides document control and is responsible for constructing 41.1 miles of combination bikeway and NEV path throughout the Coachella Valley. Major project highlights include 40+ miles of concrete path, two new bridges, park-like improvements including shade structures, and flood channel improvements. Major stakeholders include the City of Palm Springs, the City of Palm Desert, the City of La Quinta, the City of Indio, the City of Coachella, and the Coachella Valley Water District.

Fire Station No. 5, City of Menifee, CA 12/22 – Current

Rachael is providing construction management support services on the Quail Valley Fire Station No. 5, a new state-of-the-art facility that will significantly increase the amount of personnel and equipment utilized at the station. The new fire station will replace Quail Valley Fire Station No. 5, located at the intersection of Goetz Road and Palm Drive/Ave Roble. The current station was built in the 1950s and is limited in capacity, housing only a few firefighters and two small-size fire trucks. The new, modern Fire Station No. 5 will be a 9,000-square-foot facility that can house up to 6 fire personnel and has a three-bay garage that can house large equipment, with room for future expansion. The new fire station has been designed to meet the community's needs for at least fifty years.

Community Recreation Center Renovations Phase 1, City of Temecula, CA 10/22 – 12/23

As the project coordinator, Rachael supported the project manager for the renovation project, which consists of three phases. This first phase will include a new roof, new flooring throughout the facility, improvements to the kitchen, and ADA upgrades. Work includes renovation of the building interior, including safety features, concrete slab, flooring, roof, and restroom facility access; ADA compliance; renovation and expansion of existing office space and recreation rooms; site work including concrete and AC paving; and any other work required by the plans and specifications.

Construction of 6-Inch and 12- Inch Water Main, Crescenta Valley Water District- 06/23 – 10/23
The assistant CM for this project is constructing a 6-inch and 12-inch water main on the 3600-2700 blocks of Orange Ave and the 5000 block of El Adobe Lane. This project occurred in the County of Los Angeles, and coordination was needed between LA County and the local school district. Aside from the Water Main installation, the project also included excavation, backfill, trench resurfacing, water services, fire hydrants, traffic control, and other appurtenant work. The workflow was managed through Procore Construction Management software.

Neighborhood Park Renovations, City of Lake Forest, CA
Project Coordinator for Darrin, Montbury, and Pebble Creek Parks renovation. Improvements at Darrin Park include grading, landscaping, irrigation, site furnishings, redesigning its play area with resilient surfacing, new playground equipment, a new shade structure, and repairs to an asphalt trail along El Toro Road and Trabuco Road. The improvements at Montbury and Pebble Creek Parks consist of removing and replacing various park amenities.

Labor Compliance on Multiple Projects, City of Menifee, CA
Labor Compliance Field Investigator for multiple City projects ranging from street repairs to streetlight upgrades and landscaping improvements. Visits the project locations to perform employee interviews and works closely with the City and the contractors. Since projects may be at multiple locations throughout the city, plan site visits to maximize efficiency. Projects include:

- CIP 19-16 Lazy Creek Recreation Center
- CIP 19-16 Lazy Creek Recreation Center Parking Lot
- CIP 16-13 Public Works (MOC)
- CIP 19-18 Police Headquarters Wall Phase 1
- CIP 20-02 Ethanac Rd & Sherman Rd St Resurfacing
- CIP 21-01 Murrieta Road Resurfacing

Slurry Seal for Arterial Streets, City of Lake Forest, CA
Project Coordinator for the $1.2M slurry seal project, which consisted of grind and overlay spot repairs, crack sealing, placement of Type II slurry, striping, and all other associated work with slurry seal placement.

Arterial Slurry Project for Arterial Streets: Serrano Rd. Ridge Route Road and Toledo Way, City of Lake Forest, CA
Rachael was the Project Coordinator for this project, which consisted of placing Type II slurry on arterial streets: Serrano Road from Toledo Way to El Toro Road, Ridge Route Drive from Trabuco Road to the dead-end, and Toledo Way from Bake Parkway to El Toro Road. Project features included grinding and overlaying patches of the most deteriorated sections of the roadways, crack sealing, and placing slurry.

Pechanga Parkway Widening, City of Temecula, CA
Project Coordinator during the ¾ mile widening of this heavily traveled road to six lanes. The $5M widening includes the removal of existing concrete asphalt, curbs and gutters, sidewalks, and medians. The project expanded the street, provided curbs and gutters, ADA improvements, and installed new traffic signals. Minor utility relocation also took place.

Slurry Seal for Arterial Streets, City of Lake Forest, CA
Project Coordinator for the $1.2M slurry seal project, which consisted of grind and overlay spot repairs, crack sealing, placement of Type II slurry, striping, and all other associated work with slurry seal placement.

GUIDA
GEOSPATIAL SOLUTIONS

IRVINE | 220 COMMERCE, SUITE 150, IRVINE, CA 92602
OFFICE (949) 777-2000 | WWW.GUIDAINC.COM

City of Gardena, Artesia Boulevard Improvement Project JN 935
SURVEY SCOPE OF WORK

PROJECT UNDERSTANDING AND LIMITS

It is understood that the City of Gardena will be constructing roadway, curb and sidewalk improvements along Artesia Boulevard from Western Avenue to Vermont Avenue. Within these limits, centerline monuments, monument ties and other property corners may be disturbed or destroyed, and the City requires these monuments to be preserved and perpetuated as needed and in accordance with the California Professional Land Surveyors Act.



SCOPE OF WORK

TASK 1: PRE-CONSTRUCTION MONUMENT PRESERVATION

MONUMENT RESEARCH: Prior to construction beginning, GUIDA will review the search available records within the County of Los Angeles Surveyor's office and the City of Gardena to identify the monuments that might be in jeopardy due to the construction activities. Once the research is complete, a field package will be prepared to instruct the field crews of centerline monuments and ties to be searched for and recovered, along with instructions on how to set the required tangent ties.

MONUMENT RECOVERY: Centerline monuments of record will be diligently searched for in the field. If the monument is recovered, then two sets of tangent over ties will be set. The tangent ties set will be a Lead, Tack and Tag set flush in concrete outside of the construction disturbance limits. The tangent ties will be set so that the tangent lines are as close to 90° as possible and the tie distances are no more than 100-feet from the centerline monument. A field sketch of the found monument and ties found and set will be created to facilitate the preparation of a pre-construction corner record.

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PREPARATION OF CORNER RECORDS: Upon completion of the monument recovery survey and setting ties, the field sketches will be reviewed, and Corner Records prepared in accordance with the Professional Land Surveyors Act Section 8771 and County requirements. The 1st submittal corner records will be delivered to the County within an estimated 10 days of the completion of the monument recovery.

NOTE: GUIDA will need traffic control support to recover the intersection monuments at Normandie and Vermont Avenues. Both intersections will require the closure of multiple lanes and/or turn pockets to maintain a safe working environment for both the survey team and the public. GUIDA assumes the client will support the survey team with these traffic control measures.



TASK 2: POST-CONSTRUCTION MONUMENT PRESERVATION

MONUMENT REVIEW: Upon completion of construction, each monument and monument ties recovered and/or set during the pre-construction monument preservation phase will be reviewed in the field to determine if the monument was disturbed or destroyed. If the monument and monument ties are found intact, then no further action will be taken. If the monument has been disturbed or destroyed, then the monument will be reset using the monument ties set during the pre-construction.

PREPARATION OF CORNER RECORDS: Upon completion of the monument review, the field sketches will be reviewed, and Post Construction Corner Records prepared in accordance with the Professional Land Surveyors Act Section 8771 and County requirements. The 1st submittal corner records will be delivered to the County within an estimated 10 days of the completion of the monument recovery.

ASSUMPTIONS

The following assumptions have been made:

1. Seven (7) Centerline monuments have been estimated based upon initial research.
2. Client will provide GUIDA 7-10 business days' notice prior to the start of construction start date
3. Client will provide access to the site during normal business hours (7a to 4p, Monday through Friday)
4. Client will notify the appropriate authorities of our work and arrange for access.
5. Traffic Control will be provided to the survey team as needed.
6. No permits of any kind will be required. If permits are required, they will be provided at no cost to the survey team.
7. No special training or safety orientation will be required. If special training is required, then the associated costs will be billed as a separate cost outside of this proposal per our hourly rate schedule attached.
8. The Corner Record filing fees have been included as an other direct cost within the Survey estimate.

EXCULSIONS

The following services, and all other services not specifically listed herein, are excluded:

1. Boundary Surveys
2. Topographic Design Surveys
3. Traffic control plans, permits, and services if required to safely complete survey work in city streets.

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4. Weekend work is excluded.
5. Night work is excluded.

DELIVERABLES

The following deliverables are included:

1. Pre-Construction Corner Records, 1st Submittal
2. Pre-Construction Corner Records, Filed copy in PDF format
3. Field Sketches and Notes in PDF format
4. Post-Construction Corner Records, 1st Submittal
5. Post-Construction Corner Records, Filed copy in PDF format
6. Field Sketches and Notes in PDF format

SCHEDULE

Based on our current schedule and prior commitments, we will be able to begin work on the surveys within seven business days after receiving a fully executed agreement or written authorization to proceed.

For each phase of work, we estimate that the monument preservation services defined herein can be completed and 1st check submittal delivered to the County Surveyor within approximately ten (10) business days, assuming we have no access delays, no weather delays, traffic control is provided promptly, and are not impeded by other circumstances beyond our control.

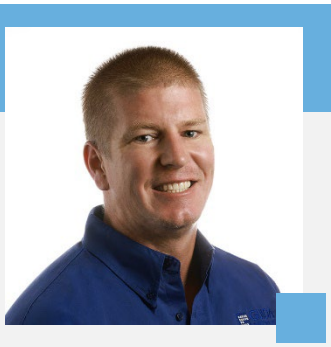
The final recording of the Corner Records, both pre and post construction, will be based upon the review schedule of the County Surveyor when the documents are submitted.

FEE

The services defined herein will be completed for a ***not to exceed fee of $21,679.50.*** This fee includes an estimated cost for prevailing wage labor, equipment, and other direct costs associated with the project.

For convenience purposes this cost is broken out by Task as follows:

SERVICE	**FEE**
Task 1: Pre-Construction Monument Preservation	$14,334.75
Task 2: Post Construction Monument Preservation	$ 7,344.75
TOTAL *NOT TO EXCEED* FEE	**$21,679.50**



JOSH GROEN, PLS

PARTY CHIEF

YEARS OF EXPERIENCE: 7+ **YEARS WITH GUIDA:** 7+

EDUCATION: Santiago Canyon College, Completion of the Southern California Surveyors Joint Apprenticeship Committee Chainman and Party Chief Programs

PROFESSIONAL REGISTRATION/CERTIFICATIONS: Professional Land Surveyor #9753/CA/2022; FAA-107 UAV Pilot 3961597; Transportation Workers Identification Card (TWIC)

PROFESSIONAL ORGANIZATIONS: N/A

UNIQUE QUALIFICATIONS

- ✓ Experienced Party Chief
- ✓ Experienced FAA-107 Certified Pilot
- ✓ Understands the Code of Safe Surveying Practices
- ✓ Experienced with the use of LiDAR

SUMMARY

Josh is a Professional Land Surveyor and Party Chief who is experienced in performing all types of land surveying (control, topographic, boundary, right of way, and construction) services on public and private projects, including transportation and transit projects. As an FAA 107 pilot, he is experienced in capturing aerial imagery and documenting existing ground conditions, which may be utilized for project planning, conceptual design, and as-built documentation purposes.

PROJECT EXPERIENCE

Caltrans District 7, SR-210 ADA Curb Ramp Upgrades (Design-Build) | Los Angeles, CA | Party Chief: The Caltrans D7 State Route 210 ADA Curb Ramp Upgrades project will improve accessibility, enhance safety and mobility for pedestrians with disabilities at various locations within the project limits to comply with current Federal and State regulations and the Department's guidance on pedestrian accessibility for public use. As a subconsultant to the prime, Guida is performing supplemental horizontal and vertical control surveys, subsequent mapping and topographic surveys, utility surveys, construction surveys, right of way surveys, and all other land surveying services necessary to complete the project.

County of Los Angeles Department of Public Works (LADPW), On-Call Survey and Related Services (Contract #PW15834) | Los Angeles County, CA | Party Chief: Guida is contracted to provide the Survey, Mapping and Property Management Division with on-call professional land survey, UAV/UAS, and mapping services for various County projects. Guida's scope of services under this contract may include, but are not limited to, right of way staking; aerial photogrammetry and topographic mapping; monument preservation; earthwork quantities; design surveys; control surveys; construction surveys; monument preservation; as-built surveys; preparation of corner records or records of survey; legal descriptions and exhibits; and quality assurance reporting.

City of South Gate, I–710 Firestone Boulevard Southbound On-Ramp Modification Project (PS&E) | South Gate, CA | Party Chief: As a subconsultant, GUIDA provided land surveying and mapping services for the City's I–710 Firestone Boulevard Southbound On-Ramp Modification Project. GUIDA's services on the project included, but were not limited to, providing horizontal and vertical control surveys, topographic and cross section surveys, monument perpetuation, land net surveys and mapping, record of survey, appraisal maps, and legal descriptions.

Los Angeles Metropolitan Transportation Authority (METRO), I-5/I-605 Interchange PA/ED | Downey, CA| Party Chief: As a subconsultant to the engineering design team, Guida provided surveying and mapping services for the I-5/I-605 interchange project. Surveying services include horizontal and vertical control surveys, photogrammetric mapping, cadastral research, land net surveys, monument recovery, preliminary boundary determination, and supplemental topographic surveys.



JUSTIN HEIGHT, PLS

PROJECT MANAGER

YEARS OF EXPERIENCE: 37+ **YEARS WITH GUIDA:** 7+

EDUCATION: B.S., Surveying and Photogrammetry, California State University, Fresno

PROFESSIONAL REGISTRATION/CERTIFICATIONS: Professional Land Surveyor #6167/CA/1989; Professional Land Surveyor #20712/NV/2010; Professional Land Surveyor #16900/ID/2016

PROFESSIONAL ORGANIZATIONS: American Council of Engineering Companies (ACEC); California Land Surveyor's Association (CLSA)

UNIQUE QUALIFICATIONS

- ✓ Expert in Boundary Surveys and Right of Way Surveys
- ✓ Experience Working on Projects Throughout California
- ✓ Detail-Oriented, Excellent Well-Rounded Surveyor
- ✓ Worked on Several Large, High-Profile Projects
- ✓ Responsive, Smart, Client-Focused
- ✓ Excellent Quality Control Lead

SUMMARY

Justin has more than 37 years of land surveying and mapping surveying experience. As Project Manager and Project Surveyor, Justin provides client and project management, coordination of field and office personnel and resources, performance of field and office surveying, quality control and final deliverables.

PROJECT EXPERIENCE

Caltrans District 7, SR-210 ADA Curb Ramp Upgrades (Design-Build) | Los Angeles, CA | Project Surveyor: The Caltrans D7 State Route 210 ADA Curb Ramp Upgrades project will improve accessibility, enhance safety and mobility for pedestrians with disabilities at various locations within the project limits to comply with current Federal and State regulations and the Department's GUIDA on pedestrian accessibility for public use. The project also includes replacing push-button assemblies to current Accessible Pedestrian Signals (APS) system standards. As a subconsultant to the prime, GUIDA is performing supplemental horizontal and vertical control surveys, subsequent mapping and topographic surveys, utility surveys, construction surveys, right of way surveys, and all other land surveying services necessary to complete the project.

County of Los Angeles Department of Public Works (LADPW), On-Call Survey and Related Services (Contract #PW15834) | Los Angeles County, CA | Office Lead: GUIDA is contracted to provide the Survey, Mapping and Property Management Division with on-call professional land survey, UAV/UAS, and mapping services for various County projects. GUIDA's scope of services under this contract may include, but are not limited to, aerial photogrammetry and topographic mapping; earthwork quantities; design surveys; control surveys; construction surveys; monument preservation; as-built surveys; preparation of corner records or records of survey; legal descriptions and exhibits; and quality assurance reporting.

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Los Angeles Metropolitan Transportation Authority (METRO), Whittier Boulevard Improvements (PS&E) | Whittier, CA | Project Surveyor: The project will improve Whittier Boulevard from Santa Fe Springs Avenue to Painter Avenue, upgrading sidewalks and curb ramps to meet ADA requirements, and installing painted and raised medians within Whittier Boulevard to improve traffic flow. GUIDA was responsible for coordinating field surveys, office surveys, developing land net mapping, preparing legal descriptions and plat maps for potential street easements and temporary construction easements, and developing topographic mapping, digital terrain models and land net mapping in MicroStation and InRoads formats.

City of Gardena
Construction Management and Inspection Services for Artesia Blvd. Arterial Improvements - Western Ave. to Vermont Ave., JN935 Phase 2

Labor

Activity	WD's	Sr. Construction Manager Adam Hunt $215.00	Inspector (PW) Cesar Ramirez $190.00	Admin/LC Rachael Highley $125.00	Total Cost
Pre Construction		20	40	20	$ 14,400.00
Construction (month 1)	20	40	160	80	$ 49,000.00
Construction (month 2)	23	46	184	92	$ 56,350.00
Construction (month 3)	18	36	144	72	$ 44,100.00
Construction (month 4)	21	42	168	84	$ 51,450.00
Construction (month 5)	21	42	168	84	$ 51,450.00
Construction (month 6)	17	34	136	68	$ 41,650.00
Post Construction		20	40	40	$ 16,900.00
Sub Total (Hours):		280	1040	540	**$325,300.00**
Costs (per employee)		$60,200.00	$197,600.00	$67,500.00	

Other Direct Costs (ODC's)

Description	Unit	Quantity	Unit Rate	Cost
Inspector Vehicle	MO	6.0	$1,300.00	$7,800.00
CM Software (if not provided)	LS	1.0	$3,500.00	$3,500.00
			Total:	**$11,300.00**

Summary

Description	Cost
Anser Advisory	$325,300.00
Anser Advisory (ODC)	$11,300.00
Guida Solutions - Surveying	$21,679.50
TOTAL =	**$358,279.50**

ASSUMPTIONS

1. Traffic Control will be provided to the survey team as needed by either Contractor or City.
2. Fee schedule assumes 120 working day duration with approximate NTP for construction on, or near March 2025.
3. Previous on-call rates expire Sept. 9, 2024. This fee schedule is based off updated rates in the pending on-call contract with the City.
4. Assume 8 hours / day for inspector, at 2024 CA DIR prevailing wage rates.
5. CM&I rates will be charged time and a half on Saturdays and double time on Sundays / Holidays. No work during this time will be performed unless requested by the City.

REQUEST FOR ADDITIONAL SERVICES

Project Client:	City of Gardena	Date:	August 21, 2024
Project Name:	Artesia Blvd. Arterial Improvement JN 935	Project Number:	19010.00

Description of Additional Services and/or Materials:
Cannon requests this ASA to add the construction support tasks budget which include the items noted below in Task 4 and Task 5.

Task 4. Construction Support

- Attend pre-construction meeting (virtual meeting)
- Review of Contractor's Submittals (6 total)
- Response to RFIs (6 total)
- Construction Observation (2 site visits)
- Provide support for timing sheet conversions for new controllers, specifically near the railroad. Work to be performed by Cannon's subconsultant Iteris.

Task 5. Post-Construction Support (As-built Plans)
Contractor and City's construction representative redline drawings will be used for preparation of electronic as-built drawings. The Cannon team will draft revision clouds around all construction revisions and will submit 1 draft and 1 final As-builts (AutoCAD and PDF files) for the City's records.

Additional Fee: $ 52,181. See fee and hours breakdown below.

Task	Senior Principal Engineer II		Project Engineer		Design Engineer		Engineering Assistant III		Iteris	BGB Design	Estimated Cannon Hours	Estimated Cost
	$272		$173		$160		$125					
	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Lump Sum	Lump Sum		
Task 4. Construction Support												
4.1 Pre-Construction Meeting	2	$544					1	$125	$253	$198	3	$1,120
4.2 Review of Contractor's Submittals (6 total)	8	$2,176	12	$2,076			3	$375	$5,500	$1,364	23	$11,491
4.3 Response to RFIs (6 total)	12	$3,264	20	$3,460			3	$375	$5,500	$1,342	35	$13,941
4.4 Construction Observation (2 site visits)	4	$1,088	4	$692					$1,100	$396	8	$3,276
4.5 Timing Sheet Conversions	2	$544							$10,505		2	$11,049
Task 5. Post-Construction Support												
5.1 As-Built Plans	4	$1,088	2	$346	16	$2,560	2	$250	$2,860	$2,200	24	$9,304
Total Estimated Hours	*32*	*$8,704*	*38*	*$6,574*	*16*	*$2,560*	*9*	*$1,125*	*$25,718*	*$5,500*	*95*	*$50,181*
R99. Reimbursables												
Reimbursables												$2,000
											TOTAL =	***$52,181***

Authorization:
In witness whereof, the parties hereto have caused this agreement consisting of the Request for Additional Services, and the original signed consultant agreement dated 2/26/2019 and any other necessary and applicable documents to be executed and effective as of the date and year first above written.

Any additions and/or corrections to this agreement will be addressed in a separate agreement.

Client: City of Gardena	Cannon
x _____	Gary Essex A. Solsona, PE, QSD Director, Public Infrastructure C 68420
Date: _____	Date: 8/21/24

CITY OF GARDENA

CONTRACT DOCUMENTS AND SPECIFICATIONS

FOR

ARTESIA BOULEVARD ARTERIAL IMPROVEMENTS

JN 935, PHASE 2

JUNE 2024

CITY OF GARDENA

CONTRACT DOCUMENTS AND SPECIFICATIONS

FOR

ARTESIA BOULEVARD ARTERIAL IMPROVEMENTS

JN 935, PHASE 2

Plans & Specifications prepared by:



Gary Essex A. Solsona, PE

Cannon Corporation
16842 Von Karman Avenue, Suite 150
Irvine, CA 92606

Memoranda:

Plans and specifications are available at Planwell Administrator, 714.424.8525 or https://www.e-arc.com/location/costa-mesa/ (Go to Planrooms/Order From Planwell/Public Planroom and select City of Gardena under pulldown menu)

Bid Results: https://www.cityofgardena.org/public-contracts/

City of Gardena Public Works Engineering Division: 310.217.9568

CITY OF GARDENA
NOTICE INVITING BIDS
for
ARTESIA BOULEVARD ARTERIAL IMPROVEMENTS
PROJECT NO. JN 935, PHASE 2

Plans and Specifications are available through ARC Document Solutions. Please be advised that there is an additional charge for delivery. Upon payment of the purchase price, they become the property of the purchaser and may not be returned for refund.

You may access the plans through the following website:

www.e-arc.com/location/costa-mesa/

Scroll down to "Planrooms" and click on *Order From Planwell*. For help accessing and ordering, please contact a Planwell Administrator at 714.424.8525.

Notice is hereby given that the City of Gardena will receive sealed bids at the office of the City Clerk, City Hall, 1700 W. 162nd Street, Gardena, California, until **2:00p.m.** on **July 31, 2024** and shortly thereafter on this same day, they will be publicly opened and read in the City Clerk's Office in-person and via ZOOM.

The information to join the bid opening via ZOOM is the following:

Topic: Bid Opening
Time: 2:00 PM Pacific Time on July 31, 2024 (Shortly thereafter the deadline)

Join ZOOM Meeting

[https://us02web.zoom.us/j/83241982784]

Meeting ID: 832 4198 2784
Dial by phone: [+1 669 444 9171] US

Should you have any questions or concern in delivering a bid or joining the ZOOM Meeting, please contact City Clerk's office at (310) 217-9565 or via email at cityclerk@cityofgardena.org.

All bids must be in writing, must be sealed, and must be plainly marked on the outside: **"BID ON PROJECT NO. JN 935, PHASE 2.** Any bid received after the hour stated above for any reason whatsoever, will not be considered for any purpose but will be returned unopened to the bidder.

Bids are required for the entire work as described below:

The work to be constructed hereunder is located along Artesia Boulevard, from Western Avenue to Vermont Avenue, in the City of Gardena. The major work generally consists of, but is not limited to, Traffic Signal Modifications, Modification of Medians, Landscaping and Irrigation, Asphalt Pavement cold milling and paving. Other related work includes providing traffic control, NPDES compliance, clearing and grubbing, construction of PCC access ramps, curbs and gutters, sidewalks, driveways, adjust manholes to grade, signing and striping including pavement markings, markers, legends, permits and licenses from adjacent jurisdictions and utilities (Union Pacific) and other items not mentioned that are required by the plans and specifications.

The City of Gardena intends to award this project to the winning contractor right after approval of the City council. Construction should commence in the soonest possible time as material procurement (General Provision GP-1), Construction Phasing (Section 601 and Schedule below) and permit requirements (Section 2.2) would allow.

Below is a project tentative schedule for reference to aid contractor in understanding the phasing (section 601) and timing of the 2 NTP's involve in this project. This schedule would be subject to change based on the results after the 1st NTP and procurement of materials:

August 5 to 7, 2024	City interview of Contractor's key personnel.
August 13, 2024	City Council approves award to Contractor.
September 13, 2024	Construction Contract Fully Executed.
September 30, 2024	City will issue NTP for Equipment and Materials Procurement
October 1 to 21, 2024	Equipment and Material Procurement Phase (see page GP-1)
October 31, 2024	City will issue NTP for Construction based on the result of the procurement phase.
February 3, 2025	Start of Construction Activities

ENGINEER'S ESTIMATE: $4,564,000

The time of completion of contract shall be **One Hundred Twenty (120) working days** as defined in the latest Standard Specifications for Public Works ("Greenbook"). Liquidated Damages, as defined in Section 6-9, shall be **$5,000 per each consecutive calendar day, or the true cost of damages to the City of Gardena due to lost revenue or additional expenses, whichever is greater**.

Each bidder must submit a proposal to the City, c/o City Clerk in accordance with the Plans and Specifications. Said proposal is to be accompanied by a cash deposit, a certified or cashier's check, or a bidder's bond, made payable to the City of Gardena, in an amount not less than 10 percent of the total bid submitted.

The envelope enclosing the proposal shall be sealed and addressed to the City of Gardena c/o City Clerk, and delivered or mailed to the City at 1700 W. 162nd Street, Gardena, California 90247-3778. The envelope shall be plainly marked in the upper left-hand corner as follows:

ATTENTION: CITY, c/o CITY CLERK
(Bidder's Name and Address) _____

(Number and title of this project) _____

The successful bidder will be required to furnish a faithful performance bond in the amount of 100 percent of the contract price, and a payment bond in the amount of 100 percent of the contract price, both in a form satisfactory to the City Attorney.

The contractor shall have an active **Class "A"** license from the Contractor's State License Board at the time of submitting bid.

Pursuant to Public Contract Code Section 22300, the Contractor may, at Contractor's sole cost and expense, substitute securities equivalent to any monies withheld by the City to insured performance under the contract unless applicable federal regulations or policies do not allow such substitution. Such security shall be deposited with the City, or a state or federally chartered bank as escrow agent, who shall pay such monies to the Contractor upon satisfactory completion of the Contract. The Contractor shall be the beneficial owner of any security substituted for monies withheld and shall receive any accrued interest thereon. Securities eligible for investment shall include those listed in Government Code Section 16430 or bank or savings and loan certificates of deposit. No such substitution shall be accepted until the escrow agreement, letter of credit, form of security and any other document related to said substitution is reviewed and found acceptable by the City Attorney.

The City reserves the right to reject any or all bids and to waive any informality or irregularity in any bid received and to be the sole judge of the merits of the respective bids received. The award, if made, will be made to the lowest responsive responsible bidder.

Bidders are advised that this Project is a public work for purposes of the California Labor Code, which requires payment of prevailing wages. Accordingly, the bidder awarded the Contract and all subcontractors shall be required to pay not less than the prevailing rate of per diem wages, as determined by the Director of the California Department of Industrial Relations, and otherwise comply with the provisions of Section 1770 et seq. of the California Labor Code, California Code of Regulations, Title 8, Section 16000 et seq., and any other applicable laws, rules and regulations adopted with respect thereto ("California Prevailing Wage Laws"). Copies of such prevailing rates of per diem wages are on file at the Gardena City Clerk's office and the office of the City Engineer, and copies shall be made available to any interested party on request. The prevailing rates of per diem wages referred to herein are hereby made a part of this Notice by reference.

Attention is directed to the provisions of Sections 1777.5 and 1777.6 of the Labor Code concerning the employment of apprentices by Contractor or any Subcontractor under it. Contractor and any Subcontractor under if shall comply with the requirements of said sections in the employment of apprentices.

The Contractor is prohibited from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to Section 1777.1 or 1777.7 of the Labor Code. This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. All contractors and subcontractors must furnish electronic certified payroll records directly to the Labor Commissioner (aka Division of Labor Standards Enforcement) in a format prescribed by the Labor Commissioner no less than monthly.

As of January 1, 2016, the requirement to furnish electronic certified payroll records to the Labor Commissioner will apply to all public works projects, whether new or ongoing.

Exceptions: The Labor Commissioner may (but is not required to) excuse contractors and subcontractors from furnishing electronic certified payroll records to the Labor Commissioner on a project that is under the jurisdiction of one of the four legacy DIR-approved labor compliance programs (Caltrans, City of Los Angeles, Los Angeles Unified School District, and County of Sacramento) or that is covered by a qualifying project labor agreement.

These requirements will apply to all public works projects that are subject to the prevailing wage requirements of the Labor Code without regard to funding source.

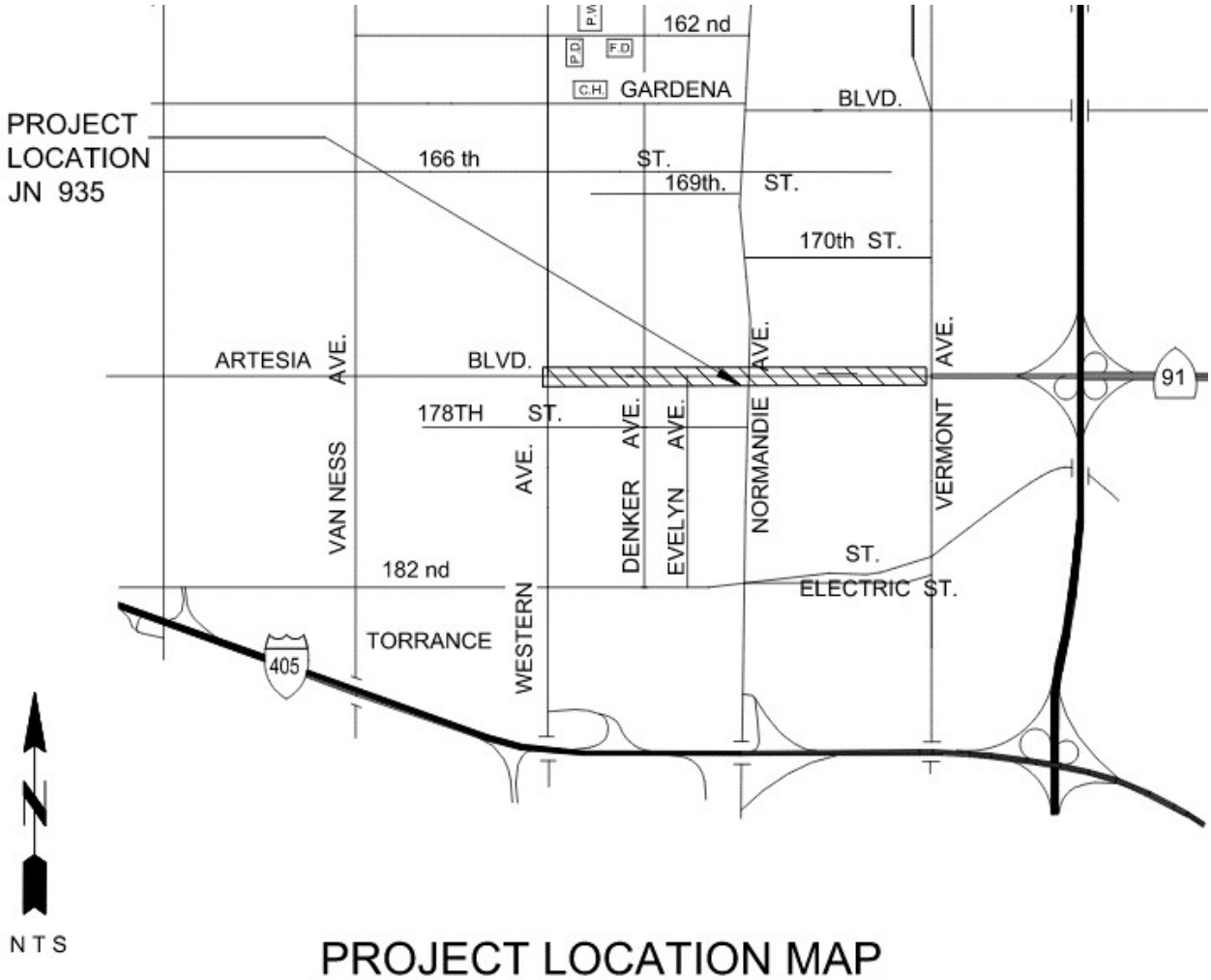
The State General Prevailing Wage Determination is as established by the California Department of Industrial Relations (available at http://www.dir.ca.gov/DLSR/PWD/index.htm).

Skilled and Trained Workforce: This project is subject to Skilled and Trained Workforce Requirements per Sections 2600 through 2603 of the Public Contract Code.

Award of Contract: The following are conditions to the award of the contract:

I. Each contractor and subcontractor listed on the bid must be registered with the Department of Industrial Relations pursuant to Labor Code Section 1725.5. subject to the limited exceptions set forth in Labor Code Section 1771.1(a) (regarding the submission of a bid as authorized by Business & Professions Code Section 7029.1 or Public Contract Code Section 10164 or 20103.5 provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract was awarded): and
II. No contractor or subcontractor may be awarded this contract unless the contractor and each subcontractor listed on the bid is registered with the Department of Industrial Relations pursuant to Section 17265.5.

Any questions regarding this bid package may be referred to William Mendoza, Public Works Engineering Division at 310.217.9608. wmendoza@cityofgardena.org.



PROJECT LOCATION MAP
NTS

T A B L E O F C O N T E N T S

ARTESIA BOULEVARD ARTERIAL IMPROVEMENTS

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INSTRUCTIONS TO BIDDERS

FORM OF PROPOSAL

The Proposal shall be fully executed and submitted on the forms in the project specifications and shall be enclosed in a sealed envelope marked and addressed as directed in the Notice Inviting Bids.

PRPOSAL / BID DOCUMENTS

All Proposals shall include the following executed documents to be submitted with each bid:

Bidding Schedule

Acknowledgement of Addenda Received

Bidder's Declaration

Non-Collusion Affidavit

Declaration of Eligibility of Contract

Bid Bond

Designation of Subcontractors

Construction Project Reference

Certificate of Non-Discrimination by Contractors

Certification of Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Primary Covered Transitions

DELIVERY OF PROPOSAL

The Proposal shall be delivered by the time and to the place stipulated in the Notice Inviting Bids. It is the bidder's sole responsibility to see that its Proposal is received as stipulated. Any Proposal received after the scheduled closing time for receipt of proposals will be returned to the bidder unopened.

WITHDRAWAL OF PROPOSAL

The Proposal may be withdrawn by the bidder by means of a written request, signed by the bidder or its properly authorized representative. Such written request must be delivered to the place stipulated in the Notice Inviting Bids for receipt of proposals prior to the scheduled closing time for receipt of proposals. No Proposal may be withdrawn after the hour fixed for opening bids.

MODIFICATIONS AND ALTERNATIVE PROPOSALS

Unauthorized conditions, limitations, or provisions attached to the Proposal will render it informal and may be grounds for its rejection as non-responsive. The completed Proposal forms shall be without interlineations, alterations, or erasures. Alternative proposals will not be considered unless specifically requested. Oral, telegraphic, or telephonic proposals or modifications will not be considered.

DISCREPANCIES IN PROPOSALS

In the event there is more than one bid item in a Bidding Schedule, the bidder shall furnish a price for all bid items in the Schedule, and failure to do so will render the Proposal informal and may be grounds for its rejection as non-responsive. The bidder shall state in words and figures the unit prices or the specific sums as the case may be, for which it proposes to supply the labor, materials, supplies, or machinery, and completely perform the Contract. The total amount of each item bid and the total amount of the bid shall be stated in words and figures.

In case of any discrepancy between the words and the figures, the words shall prevail. If the unit price and the total amount named by a bidder for any items are not in agreement, the unit price alone will be considered as representing the bidder's intention and the total will be corrected to conform thereto.

PROPOSAL GUARANTEE – BIDDER'S SECURITY

Each bidder shall submit with his Proposal cash, an unconditional certified or cashier's check, or a bidder's bond, in the sum of the percentage of the bid stated in the Notice Inviting Bids, payable to the City as a guarantee that the bidder will, if its Proposal is accepted, execute the Contract and furnish a satisfactory Faithful Performance Bond, a satisfactory Payment Bond and insurance certificates as specified herein.

If a bidder to whom an award is made, fails or refuses to sign the Contract or furnish the required bonds and certificates, all within the time stated in Section 2-1.5 of the Special Provisions herein, the funds represented by said cash, check or bidder's bond shall be forfeited and become and remain the property of the City; the amount thereof being agreed to by the bidder and the surety as a bid bond forfeiture due the City because of the delay in the execution of the Contract and in the performance of work thereunder, resulting from such failure or refusal, except that if the City awards the contract to the next lowest responsive responsible bidder, only that portion of the bidder's security equal to the difference between the two bids will be forfeited.

A Bid Bond must be obtained from a corporate surety authorized to do business as such in the State of California as an "admitted surety insurer" and shall be on the form furnished by the City or one substantially in conformance with it. Certified or cashier's checks must be drawn on a solvent state or nationally chartered bank or branch thereof in the State of California. The liability of the City in connection with the checks shall be limited to the return of the checks (without interest) as provided in Section 2-1.6 of the Special Provisions bound herein.

DISQUALIFICATION OF BIDDERS

A person, firm, or corporation shall NOT be allowed to make or file, or to be interested in, more than one bid, except an alternative bid when specifically requested; provided, however, a person, firm, or corporation who has submitted a sub-proposal to a bidder submitting a

Proposal, or who has quoted prices on materials to such bidders, is not thereby disqualified from submitting a sub-proposal or from quoting prices to other bidders submitting proposals, or from submitting a Proposal as a prime contractor. Similarly, failure to comply with the registration requirements of Labor Code Section 1725.5, as further described in the Notice Inviting Bids, will disqualify a bidder.

ADDITIONAL REQUIREMENTS

The bidder's attention is directed to the Special Provisions and Technical Provisions bound herein for additional requirements of the Proposal and Contract Documents.

CONTRACT DOCUMENTS

Contract Documents are to be submitted within twenty-one (21) calendar days AFTER award of contract. Unless extended by agreement of the City, failure to timely submit executed Contract Documents may be grounds for rejecting the bid award and forfeiture of the bid security. See enclosed documents commencing on page CD-1.

BID PROPOSAL (BP)

ARTESIA BOULEVARD ARTERIAL IMPROVEMENTS

PROJECT NO. JN 935, PHASE 2

Contractor: _____

Address: _____

Phone: _____

Fax: _____

License No.: _____

D.I.R. No. _____

Email: _____

To Be Submitted

WITH

Bid Package

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

BID SCHEDULE

The undersigned, having examined the proposed Contract Documents titled:

ARTESIA BOULEVARD ARTERIAL IMPROVEMENTS

and having visited the site and examined the conditions affecting the work, hereby proposes and agrees to furnish all labor, materials, equipment, and appliances, and to perform operations necessary to complete the work as required by said proposed Contract Documents and itemized bid schedule below. All work shall be completed within **one hundred (100) Working Days** from the date the Notice of Proceed is issued by the Engineer.

Item No.	Item Description	Unit	Approx Quantity	Unit Price in Figures	Item Total
1	Mobilization/Demobilization (not to exceed 5% of subtotal)	LS	1	$	$
2	Traffic Control (Including Construction Signs and CMS)	LS	1	$	$
3	Cold Mill Asphalt Pavement (2" uniform depth)	SF	595,000	$	$
4	Remove and Construct PCC 6" Median Curb	LF	515	$	$
5	Remove and Construct Curb and Gutter	LF	500	$	$
6	Remove and Construct Concrete Sidewalk	SF	3,860	$	$
7	Remove and Construct Concrete Driveway	SF	690	$	$
8	Remove and Construct Curb Ramp	EA	35	$	$
9	Remove and Construct PCC Cross Gutter Panel	SF	60	$	$
10	Construct Cobble Maintenance Strip (12" wide)	SF	3,830	$	$
11	Construct Cobble Field Paving	SF	14,620	$	$
12	Construct AC Digout / Reconstruction (10" Thick)	TON	1,960	$	$
13	Construct 2" Asphalt Rubber Hot Mix Surface Course	TON	7,430	$	$
14	Install ADA Truncated Domes for Track Crossings	EA	4	$	$
15	Install Type E Traffic Loops for eastbound Artesia at Vermont	EA	8	$	$

Item No.	Item Description	Unit	Approx Quantity	Unit Price in Figures	Item Total
16	Adjust Manhole Frame and Cover to Grade	EA	12	$	$
17	Adjust Water Valve to Grade	EA	5	$	$
18	Traffic Signal Modification – Artesia Boulevard and Gardena Market Place	LS	1	$	$
19	Traffic Signal Modification – Artesia Boulevard and Dalton Avenue	LS	1	$	$
20	Traffic Signal Modification – Artesia Boulevard and Normandie Avenue	LS	1	$	$
21	Traffic Signal Modification – Artesia Boulevard and Gateway	LS	1	$	$
22	Traffic Signal Modification – Artesia Boulevard and Shopping Center	LS	1	$	$
23	Remove Existing, Furnish and Install LED Illuminated Street Name Sign	EA	13	$	$
24	Signing, Pavement Markings, and Striping	LS	1	$	$
25	Irrigation Improvements	LS	1	$	$
26	Landscape Improvements	LS	1	$	$

TOTAL CONTRACT BID:

(Figures) $ _____

(Words) _____

ALTERNATE BID ITEM

Item No.	Item Description	Unit	Approx Quantity	Unit Price in Figures	Item Total
23A	Remove Existing, Furnish and Install Reflective Street Name Sign *(see Appendix F)*	EA	19	$	$

TOTAL ALTERNATE BID ITEM:

(Figures) $ _____

(Words) _____

*** In case of error in extension of price into the total price column, the unit price will govern.**

The contract shall be awarded to the lowest responsible bidder based on the TOTAL CONTRACT BID.

All work required and shown on the construction plans and this specification for which no price or item is listed on this proposal, it shall be understood that such work, equipment, labor, tools and materials shall be provided without extra charge, allowance or direct payment of any kind. Payment for performing such work or furnishing such equipment, labor, tools and materials shall be included in the above lump sum or unit bid prices and no additional compensation will paid therefore.

If the City determines that any of the unit bid prices are significantly unbalanced to the potential detriment of the City, the bid will be replaced as non-responsive.

In case of any discrepancy between the words and the figures, the words shall prevail. If the unit price and the total amount for any item are not in agreement, the unit price alone shall be considered to represent the bidder's intention and all totals will be corrected to conform thereto.

Attached hereto is cash, a certified check, a cashier's check, or a bidder's bond in the amount of _____Dollar s, said amount being not less than 10 percent of the amount bid. Pursuant to Public Contract Code Sections 20172 and 20174, it is agreed a portion equal to the difference between the low bid and second low bid shall be retained as a bid bond forfeiture by the City if the undersigned fails or refuses to execute the Contract and furnish the required bonds and certificates of insurance within the time provided.

_____
Name of Bidder

_____
Signature of Bidder

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

ACKNOWLEDGEMENT OF ADDENDA RECEIVED

The Bidder shall acknowledge the receipt of addenda by number and date each addendum received.

Addendum No. ____ Date _____ Addendum No. ____ Date _____

Addendum No. ____ Date _____ Addendum No. ____ Date _____

Addendum No. ____ Date _____ Addendum No. ____ Date _____

Addenda will be issued only through the ARC Document Solutions and access under their Public Planroom (http://www.e-arc.com/location/costa-mesa/). It is the Bidder's sole responsibility to visit the Planroom to obtain and administer any Addendum related to this bid. **An Addendum must be acknowledged above by a bidder in its submitted form of Proposal.**

If an addendum or addenda have been issued by the City and not noted above as being received by the Bidder, the Bid Proposal may be rejected.

_____ _____

Bidder's Signature Date

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

BIDDER'S DECLARATION

It is understood and agreed that:

1. The undersigned has carefully examined all documents which will form a part of the Contract; namely, the Notice Inviting Bids, the Instructions to Bidders, this Proposal, the Bid Bond, the Contract, the Faithful Performance Bond, the Payment Bond, the federal requirements, if any, the Plans and Specifications, the Special Provisions, and the Technical Provisions.

2. The undersigned has, by investigation at the site of the work and otherwise, satisfied himself as to the nature and location of the work and fully informed himself as to all conditions and matters, which can in any way affect the work or the cost thereof.

3. The undersigned fully understands the scope of work and has checked carefully all words and figures inserted in this Proposal and he further understands that the City will not be responsible for any errors or omissions in the preparation of the Proposal.

4. The undersigned agrees and acknowledges that he is aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and that the undersigned will comply with such provisions before commencing the performance of the Contract if it is awarded to the undersigned.

The undersigned will execute the Contract and furnish the required statutory bonds and certificates of insurance within the period of time specified in the Contract Documents.

The undersigned will begin work after award of Contract and a Notice to Proceed has been given as herein specified and will complete said work within the time specified in the Bidding Schedule.

5. The undersigned certifies that this Proposal is genuine and not sham or collusive, or made in the interest or on behalf of a person not herein named, and the undersigned has not directly or indirectly induced or solicited any other bidder to put in a sham bid nor induced any other person, firm, or corporation to refrain from bidding. The undersigned has not in any manner sought by collusion to secure for himself any advantage over any other bidder.

6. The undersigned will accept an award and enter into a Contract for all work scheduled herein on which he puts in a bid. The awards for such work are to be entirely at the discretion of the City after evaluation of the bids as submitted. The undersigned agrees that the City shall recover or retain as a bid bond forfeiture an amount equal to the difference between the low bid and amount of the bid of the bidder with whom the City enters into a Contract, and the surplus, if any, shall be returned to the lowest bidder in accordance with the provisions of the Public Contract Code Sections 20172 and 20174 in the event of his failure to execute a Contract and furnish required bonds and insurance therefore within the time provided.

BIDDER'S DECLARATION (Continued)

7. The undersigned bidder stated under penalty of perjury that the representations made in submitting this bid are, to the best of his/her knowledge, true, accurate, and complete.

Respectfully submitted,

Contractor's Business Name	Contractor (Print) Title
Business Address: Street	Signature Title
City State Zip	Contractor's License No. and Classification
Business Phone Number	Business Fax Number
Date	
Name Title	Residence: Street
City State Zip	Residence Phone Number

Note: If the bid is made by an individual, it must be signed with the full name of the bidder, whose address must be given: if it is made by a firm, it must be signed in the co-partnership's name by a general partner thereof, who shall also sign his or her own name, and the name and full address of each partner (general and/or limited) must be given; and if it is made by a corporation, it must be signed by a properly authorized officer, the corporate name shall be set forth, and the corporate seal shall be affixed.

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

NON-COLLUSION AFFIDAVIT

(To be executed by Bidder and submitted with Bid)

State of California

County of Los Angeles

_____ being first duly sworn, deposes and says that he or she is _____ of _____ _____ the party making the foregoing bid, that the bid is not made in the interest of, or on the behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay fee to any corporation, or agent thereof to effectuate a collusive or sham bid.

_____
NAME OF BIDDER

_____
SIGNATURE OF BIDDER

_____
ADDRESS OF BIDDER

_____
CITY STATE ZIP

ALL SIGNATURES MUST BE WITNESSED BY NOTARY
(attach appropriate jurats)

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

DECLARATION OF ELIGIBILITY TO CONTRACT

[Labor Code Section 1777.1; Public Contract Code Section 6109]

The undersigned, a duly authorized representative of the contractor, certifies and declares that:

1. The undersigned contractor is aware of Sections 1777.1 and 1777.7 of the California Labor Code, which prohibit a contractor or subcontractor who has been found by the Labor Commissioner or the Director of Industrial Relations to be in violation of certain provisions of the Labor Code, from bidding on, being awarded, or performing work as a subcontractor on a public works project for specified periods of time.

2. The undersigned contractor is not ineligible to bid on, be awarded or perform work as a subcontractor on a public works project by virtue of Sections 1771.1 or 1777.7 of the California Labor Code or any other provision of law.

3. The undersigned contractor is aware of California Public Contract Code Section 6109, which states:

> "(a) A public entity, as defined in Section 1100 [of the Public Contract Code], may not permit a contractor or subcontractor who is ineligible to bid or work on, or be awarded, a public works project pursuant to Section 1777.1 or 1777.7 of the Labor Code to bid on, be awarded, or perform work as a subcontractor on, a public works project. Every public works project shall contain a provision prohibiting a contractor from performing work on a public works project with a subcontractor who is ineligible to perform work on the public works project pursuant to Section 1771.1 or 1777.7 of the Labor Code."
>
> "(b) Any contract on a public works project entered into between a contractor and a debarred subcontractor is void as a matter of law. A debarred subcontractor may not receive any public money for performing work as a subcontractor on a public works contract, and any public money that may have been paid to a debarred subcontractor by a contractor on the project shall be returned to the awarding body. The contractor shall be responsible for the payment of wages to workers of a debarred subcontractor who has been allowed to work on the project."

4. The undersigned contractor has investigated the eligibility of each and every subcontractor the undersigned contractor intends to use on this public works project, and has determined that none of them is ineligible to perform work as a subcontractor on a public works project by virtue of the foregoing provisions of the Public Contract Code, Sections 1771.1 or 1777.7 of the Labor Code, or any other provision of law.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Executed this _____ day of _____, 20___, at _____ _____ *(place of execution)*, California_____.

Signature: _____ Name: _____

Title: _____ Company: _____

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

THAT _____, as Principal, and _____, as Surety, are held firmly bound unto the City of Gardena in the sum of $_____; _____DOLLARS,
(not less than ten percent of total amount of bid)
for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, said Principal has submitted a bid to the City to perform all work required under the following:

PROJECT: **ARTESIA BOULEVARD ARTERIAL IMPROVEMENTS**

NOW, THEREFORE, if said Principal is awarded a Contract by the City and, within the time and in the manner required in the Specifications for said project, enters into the written form of Contract bound with said Specifications and furnishes the required bonds, one to guarantee faithful performance and the other to guarantee payment for labor and materials, then this obligation shall be null and void, otherwise it shall remain in full force and effect. In the event suit is brought upon this bond by the City and judgment is recovered, said Surety shall pay all costs incurred by the City in such suit, including a reasonable attorneys' fee to be fixed by the court. Surety hereby waives the provisions of California Civil Code §2845.

SIGNED AND SEALED, this_day of _____, 20_____.

_____(SEAL) _____(SEAL)
Principal Surety

BY:_____ BY:_____
Signature Signature

Note: This bond must be dated, all signatures must be notarized, and evidence of the authority of any person signing as attorney–in-fact must be attached.

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

DESIGNATION OF SUBCONTRACTORS

In compliance with the "Subletting and Subcontracting Fair Practices Act" being Sections 4100-4113 of the Public Contract Code of the State of California, and any amendments thereto, each bidder shall set forth below the name and location of the place of business of each subcontractor who will perform work or labor or render service to the prime contractor in or about the construction of the work or improvement in an amount in excess of one-half (1/2) of one percent (1%) of the prime contractor's total bid, and shall further set forth the portion of the work which will be done by each subcontractor. Only one subcontractor for each such portion shall be listed.

If the contractor fails to specify a subcontractor for any portion of the work to be performed under the contract, he shall be deemed to have agreed to perform such portion himself, and he shall not be permitted to subcontract that portion of the work except under the conditions hereinafter set forth.

Subletting or subcontracting of any portion of the work to which subcontractor was designated in the original bid shall only be permitted in cases of public emergency or necessity, and then only after a finding reduced to writing as a public record of the legislative body of the City.

Portion of Work %	Subcontractor's Name & Address	Type of Work	State License Number	Class	D.I.R. Number

Not more than _____%.

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

CONSTRUCTION PROJECT REFERENCE

In order to more fully evaluate your background and experience for the project herein proposed, please submit a list of Public Works and/or similar construction projects completed or in progress within the last three (3) years. Failure to provide this information may constitute grounds for rejection of your bid as non-responsive.

Number of years as a contractor in construction work of this type: _____

Three projects of this type recently completed:

1. Name (Firm/Agency): _____
   Address: _____
   Contact Person: _____ Telephone No.: _____
   Title of Project: _____
   Project Location: _____
   Date of Completion: _____ Contract Amount: $ _____

2. Name (Firm/Agency): _____
   Address: _____
   Contact Person: _____ Telephone No.: _____
   Title of Project: _____
   Project Location: _____
   Date of Completion: _____ Contract Amount: $ _____

3. Name (Firm/Agency): _____
   Address: _____
   Contact Person: _____ Telephone No.: _____
   Title of Project: _____
   Project Location: _____
   Date of Completion: _____ Contract Amount: $ _____

NOTE: If requested by the City, the bidder shall furnish a certified financial statement, references, and other information sufficiently comprehensive to permit an appraisal of his current financial condition.

Bidder's Signature _____

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

CERTIFICATE OF NON-DISCRIMINATION BY CONTRACTORS

As suppliers of goods or services to the City, the firm listed below certifies that it does not discriminate in its employment with regard to race, color, religion, sex, or national origin; that it is in compliance with all applicable federal, state, and local directives, and executive orders regarding non-discrimination in employment; and that it agrees to pursue positively and aggressively the principle of equal opportunity in employment.

We agree specifically:

1. To establish or observe employment policies which affirmatively promote opportunities for minority persons at all job levels.

2. To communicate this policy to all persons concerned, including all company employees, outside recruiting services, especially those serving minority communities, and to the minority communities at large.

3. To take affirmative steps to hire minority employees within the company.

FIRM_____

TITLE OF PERSON SIGNING_____

SIGNATURE_____

DATE_____

Please include any additional information available regarding equal opportunity employment programs now in effect within your company:

_____

_____

_____

_____

_____

_____

BID PROPOSAL

PROJECT NO. JN 935, PHASE 2

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – PRIMARY COVERED TRANSACTIONS

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE)

The Contractor shall not perform Work with any Subcontractor that has been debarred or suspended pursuant to California Labor Code Section 1777.1 or any other federal or State law providing for the debarment of contractors from public works. The Contractor and Subcontractors shall not be debarred or suspended throughout the duration of the Contract pursuant to Labor Code Section 1777.1 or any other federal or State law providing for the debarment of contractors from public works. If the Contractor or any Subcontractor becomes debarred or suspended during the duration of the Project, the Contractor shall immediately notify the City.

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

    a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

    b. Have not within a 5-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;

    c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph 1b of this certification; and

    d. Have not within a 5-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signature: _____ Name: _____

Title: _____ Company: _____

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – PRIMARY COVERED TRANSACTIONS (Continued)

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is submitted for assistance in obtaining a copy of those regulations (13 CFR Part 145).
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

CONTRACT DOCUMENTS (CD)

ARTESIA BOULEVARD ARTERIAL IMPROVEMENTS

PROJECT NO. JN 935, PHASE 2

To be Submitted
within twenty-one (21) calendar days

AFTER
Award of Contract

CONTRACT DOCUMENT

PROJECT NO. JN 935, PHASE 2

AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 20_____, by and between CITY OF GARDENA in the State of California, hereinafter referred to as "CITY" and_____, hereinafter referred to as "CONTRACTOR."

The City and the Contractor mutually agree as follows:

ARTICLE I.

THE PROJECT

For and in consideration of the mutual promises set forth herein, Contractor agrees to perform and complete in a good and workmanlike manner all work required by the Contract Documents for City Project No. JN 935, which is described as follows:

Title: ARTESIA BOULEVARD ARTERIAL IMPROVEMENTS

Said work shall be performed in accordance with the Plans, Specifications and other Contract Documents, all of which are referenced in Article III hereof and incorporated herein as though fully set forth. Contractor shall furnish at its own expense all labor, materials, equipment and services necessary therefore, except such labor, materials, equipment and services as are provided in the Contract Documents to be furnished by City.

This project is subject to Skilled and Trained Workforce Requirements per Sections 2600 through 2603 of the Public Contract Code.

ARTICLE II.

CONTRACT SUM AND PAYMENT

For performing and completing the work in accordance with the Contract Documents, City shall pay Contractor, in full compensation therefore, the contract sum set forth in the Bidding Schedule. Said sum shall constitute payment in full for all work performed hereunder, including, without limitation, all labor, materials, equipment, tools and services used or incorporated in the work, supervision, administration, overhead, expenses and any and all other things required, furnished or incurred for completion of the work as specified in the Contract Documents. City shall make payments to Contractor on account of the contract sum at the time, in the manner, and upon the conditions specified in the Contract Documents.

ARTICLE III.

CONTRACT DOCUMENTS

The Contract Documents, which constitute the entire agreement between the City and the Contractor, are enumerated as follows: Proposal Documents, including the Notice Inviting Bids, Instructions to Bidders, Bidding Schedule, Bidder's Declaration, Designation of Subcontractors, Bidder's Assurance, and Fair Employment Practices documents; this Agreement; Standard Specifications; Special Provisions; Technical Provisions; Drawings; Plans; and all addenda issued prior to and all modifications issued after the execution of this Agreement. These form the Contract, and all are as fully a part of the Contract as if attached to this Agreement or repeated herein.

ARTICLE IV.

EFFECTIVE DATE

This Agreement shall become effective and commence as of the date set forth below on which the last of the parties, whether City or Contractor, executes said Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and attested by their proper officers thereunto duly authorized.

CITY

By:_____
MAYOR (Sign)

Date: _____

SEAL

Attest:
By: _____
CITY CLERK (Sign)

Date:_____

CONTRACTOR

By:_____
Sign / Title

Date: _____

Attest: (Contractor)

By:_____
Sign / Title

Date: _____

APPROVED AS TO FORM:

By:_____
CITY ATTORNEY (Sign)

Date:_____

CONTRACT DOCUMENT

PROJECT NO. JN 935, PHASE 2

FAITHFUL PERFORMANCE BOND

WHEREAS, the City of Gardena has awarded to _____, hereinafter designated as the "Principal", a Contract for:

PROJECT: ARTESIA BOULEVARD ARTERIAL IMPROVEMENTS

WHEREAS, said Principal is required under the terms of said Contract to furnish a bond for the faithful performance of said Contract;

NOW, THEREFORE, we,_____
as Principal, and_____
as Surety, are held and firmly bound unto the City in the sum of_____
_____
Dollars ($_____), this amount being not less than one hundred percent (100%) of the total Contract price, lawful money of the United States of America, for payment of which sum well and truly to be made we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents. In case suit is brought upon this bond, the Surety will pay all court costs and reasonable attorneys' fees to the City of Gardena in an amount to be fixed by the court.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the hereby bounded Principal, his or its heirs, executors, administrators, successors, or assigns, shall in all things stand to and abide by, well and truly keep and perform all the undertakings, terms, covenants, conditions and agreements in the said Contract and any alteration thereof, made as therein provided, all within the time and in the manner therein designated and in all respects according to their true intent and meaning, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

FURTHER, the Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, addition, or modification to the terms of the Contract, or of the work to be performed thereunder, or the specifications for the same, shall in any way affect its obligations under this bond, and it does hereby waive notice of any such change, extension of time, alteration, addition, or modification to the terms of the Contract or to the work or to the specifications thereunder. Surety hereby waives the provisions of California Civil Code §§ 2845 and 2849. The City is the principal beneficiary of this bond and has all rights of a party hereto.

This bond shall remain in full force and effect for a warranty period of one full year after acceptance of the job by the City.

IN WITNESS WHEREOF, three (3) identical counterparts of this instrument, each of which shall for all purposes be deemed an original thereof, have been duly executed by the Principal and

Surety named herein, on the_____ day of_____, 20___, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative pursuant to authority of its governing body.

[PRINCIPAL]

By _____

Title _____

_____

Signature

[SURETY]

By _____

Title _____

Address _____

_____

Phone No. _____

_____

Signature

All signatures must be notarized.

Appropriate modifications shall be made to this form if the bond is being furnished for the performance of an act not provided for by agreement.

Corporations must affix corporate seal.

CONTRACT DOCUMENT

PROJECT NO. JN 935, PHASE 2

PAYMENT BOND

WHEREAS, the City of Gardena has awarded to _____, as Contractor, a contract for the work described as follows:

PROJECT: ARTESIA BOULEVARD ARTERIAL IMPROVEMENTS

AND WHEREAS, said Contractor is required to furnish a bond in connection with said contract, to secure the payment of claims of laborers, mechanics, materialmen and other persons, as provided by law;

NOW, THEREFORE, we, the undersigned Contractor and Surety, are held firmly bound unto the City in the sum of _____, Dollars ($_____) this amount being not less than one hundred percent (100%) of the total Contract price, for which payment well and truly to be made we bind ourselves, our heirs, executors and administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if said Contractor, its heirs, executors, administrators, successors, assigns, or subcontractors shall fail to pay any of the persons named in Civil Code Section 3181, or amounts due under the Unemployment Insurance Code with respect to work or labor performed under the contract, or any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of the Contractor and its subcontractors pursuant to Section 13020 of the Unemployment Insurance Code, or any other amounts due to persons under any applicable project contract or law, with respect to such work and labor, then the Surety or Sureties herein will pay for the same in an amount not exceeding the sum specified in this bond, otherwise the above obligation shall be void. In case suit is brought upon this bond, the said Surety will pay all court costs and reasonable attorneys' fees to the plaintiff(s) and City in an amount to be fixed by the court.

This bond shall inure to the benefit of any of the persons named in Civil Code Section 3181 as to give a right of action to such persons or their assigns in any suit brought upon this bond.

Further, the Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, addition, or modification to the terms of the Contract, or of the work to be performed thereunder, or the specifications for the same, shall in any way affect its obligations under this bond, and it does hereby waive notice of such change, extension of time, alteration, addition, or modification to the terms of the Contract or to the work or to the specifications thereunder. Surety hereby waives the provisions of California Civil Code §§ 2845 and 2849.

This bond shall remain in full force and effect for six full months after the period in which verified claims may be filed as provided for in Section 3184 of the California Civil Code.

IN WITNESS WHEREOF, we have hereunto set our hands and seals on this_____day of _____20_____.

[PRINCIPAL]

By _____

Title _____

_____

Signature

[SURETY]

By _____

Title _____

Address _____

_____

Phone No. _____

_____

Signature

All signatures must be notarized.

Appropriate modifications shall be made to this form if the bond is being furnished for the performance of an act not provided for by agreement.

Corporations must affix corporate seal.

CONTRACT DOCUMENT

PROJECT NO. JN 935, PHASE 2

WORKER'S COMPENSATION INSURANCE CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

> I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of the Contract.

DATED:_____

_____
CONTRACTOR

By_____
Signature

_____
Title

ATTEST:

By_____
Signature

_____
Title

CONTRACT DOCUMENT

PROJECT NO. JN 935, PHASE 2

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT AND WAIVER OF SUBROGATION AND CONTRIBUTION

ARTESIA BOULEVARD ARTERIAL IMPROVEMENTS

To the fullest extent permitted by law, Indemnitor hereby agrees, at its sole cost and expense, to defend, protect, indemnify, and hold harmless the City of Gardena and its respective elected officials, officers, attorneys, agents, employees, volunteers, successors, and assigns (collectively "Indemnitees") from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, expenses, judgments, penalties, liens, and losses of any nature whatsoever, including fees of accountants, attorneys, or other professionals and all costs associated therewith (collectively "Liabilities"), arising or claimed to arise, directly or indirectly, out of, in connection with, resulting from, or related to any act, failure to act, error, or omission of Indemnitor or any of its officers, agents, servants, employees, subcontractors, materialmen, suppliers or their officers, agents, servants or employees, arising or claimed to arise, directly or indirectly, out of, in connection with, resulting from, or related to the above-referenced contract, agreement, license, or permit (the "Agreement") or the performance or failure to perform any term, provision, covenant, or condition of the Agreement, including this indemnity provision. This indemnity provision is effective regardless of any prior, concurrent, or subsequent active or passive negligence by Indemnitees and shall operate to fully indemnify Indemnitees against any such negligence. This indemnity provision shall survive the termination of the Agreement and is in addition to any other rights or remedies which Indemnitees may have under the law. Payment is not required as a condition precedent to an Indemnitee's right to recover under this indemnity provision, and an entry of judgment against an Indemnitee shall be conclusive in favor of the Indemnitee's right to recover under this indemnity provision. Indemnitor shall pay Indemnitees for any attorney fees and costs incurred in enforcing this indemnification provision. Notwithstanding the foregoing, nothing in this instrument shall be construed to encompass (a) Indemnitees' sole negligence or willful misconduct to the limited extent that the underlying Agreement is subject to Civil Code 2782(a), or (b) the contracting public agency's active negligence to the limited extent that the underlying Agreement is subject to Civil Code 2782(b). This indemnity is effective without reference to the existence or applicability of any insurance coverages which may have been required under the Agreement or any additional insured endorsements which may extend to Indemnitees.

Indemnitor, on behalf of itself and all parties claiming under or through it, hereby waives all rights of subrogation and contribution against the Indemnitees, while acting within the scope of their duties, from all claims, losses and liabilities arising out of or incident to activities or operations performed by or on behalf of the Indemnitor regardless of any prior, concurrent, or subsequent active or passive negligence by the Indemnitees. Accountants, attorneys, or other professionals employed by Indemnitor to defend Indemnitees shall be selected by Indemnitees.

In the event there is more than one person or entity named in the Agreement as an Indemnitor, then all obligations, liabilities, covenants and conditions under this instrument shall be joint and several.

"Indemnitor"

Company/Contractor _____

Name & Title _____

Signature & Date _____

CONTRACT DOCUMENT

PROJECT NO. JN 935, PHASE 2

INSURANCE

CERTIFICATION OF INSURANCE (COI) SHALL BE SUBMITTED BY THE CONTRACTOR

1. **COMMENCEMENT OF WORK**. Contractor shall not be authorized to commence Work under this Contract until it has obtained approved insurance. Before beginning Work hereunder, during the entire period of this Contract, for any extensions hereto, and for periods after the end of this Contract as may be indicated below, Contractor must have and maintain in place not less than the insurance coverages required in this Section at his sole cost and expense. Contractor's insurance shall comply with all items specified by this Contract. Any subcontractors shall be subject to all of the requirements of this Section and Contractor shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Contractor's insurance may cover all subcontractors. The insurance requirements are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by Contractor under this Contract.

2. **INSURANCE COMPANY REQUIREMENTS.** All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

3. **COVERAGES, LIMITS AND POLICY REQUIREMENTS**. Contractor shall maintain the types of coverages indicated below:

4. **COMPREHENSIVE GENERAL LIABILITY INSURANCE.** A policy of comprehensive general liability insurance written on a per occurrence basis in an amount not less than either one million dollars ($1,000,000) per occurrence or two million dollars ($2,000,000) aggregate.

5. **COMMERCIAL AUTO LIABILITY INSURANCE**. A policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, ed. 12/93, including Symbol 1 (any auto) with no special limitations affecting City. The minimum auto insurance coverage shall be one million dollars ($1,000,000) combined single limit per accident.

6. **WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE**. A policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars ($1,000,000) per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

   In accordance with the provisions of section 1860 of the California Labor Code, Contractor's attention is directed to the requirement that in accordance with the provisions of section 3700 of the California Labor Code, Contractor and every subcontractor will be required to secure the payment of compensation of his or her employees, or obtain a certificate of

consent to self-insurance by the Director of Industrial Relations in accordance with the requirements of Section 3700 of the California Labor Code.

In accordance with the provisions of section 1861 of the California Labor Code, Contractor shall sign and file with the awarding body the following certification prior to performing any work on the Project:

> "I am aware of the provisions of section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract."

7. **POLICY REQUIREMENTS.** The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   (i) City and its appointed and elected officers, employees, agents and volunteers shall be added as additional insured to the policy as respects liabilities arising out of the performance of any work done under the Contract.

   (ii) The insurer shall agree to provide City with thirty (30) days prior written notice, return receipt requested, of any cancellation, non-renewal or material change in coverage.

   (iii) For any claims with respect to the Project covered by this Contract, Contractor's insurance coverage shall be primary insurance as respects City and its elected and appointed officers, employees, agents and volunteers. Any insurance or self-insurance maintained by City and its elected and appointed officers, employees, agents and volunteers shall be excess of Contractor's insurance and shall not contribute with it.

   (iv) The policy shall apply separately to each insured against whom claim is made or suit is brought except with respect to the limits of the company's liability.

8. **COURSE OF CONSTRUCTION INSURANCE.** Contractor shall provide course of construction insurance covering for "all risks" of loss in the amount of the completed value of the Work. The City shall be named as a loss payee and the insurer shall waive all rights of subrogation against the City. This policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled until thirty (30) days written notice, return receipt requested, is mailed to the City. Course of Construction Insurance may be provided for each separate Phase.

9. **ADDITIONAL REQUIREMENTS.** The procuring of required insurance shall not be construed to limit Contractor's liability hereunder nor to fulfill the indemnification provisions and requirements of this Contract. City shall notify Contractor in writing of changes in the insurance requirements. If Contractor does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Contractor shall be deemed in default hereunder.

10. **DEDUCTIBLES.** Any deductible or self-insured retentions must be declared to and approved by City. Contractor shall guarantee that, at the option of the City, either: the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Contractor); or Contractor shall provide satisfactory financial guarantee for payment

of losses and related investigations, claim administration and defense expenses in the amount of any deductibles or self-insured retentions.

11. **VERIFICATION OF COMPLIANCE.** Contractor shall furnish City with the required endorsements attached hereto. All documents are to be received and approved by City before Work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Contract, Contractor shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefore, or accompanied by other proof of payment satisfactory to City. Contractor shall provide full copies of any requested policies to City within three (3) days of any such request by City.

12. **TERMINATION FOR LACK OF REQUIRED COVERAGE.** If Contractor, for any reason, fails to have in place, at all times during the term of this Contract, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Contractor's expense and/or terminate this Contract. Contractor shall indemnify, defend and hold harmless City and its elected and appointed officers, employees, agents and volunteers from any claim resulting from failure of either Contractor or any subcontractor to take out or maintain any insurance required by this Contract.

13. **EQUIPMENT COVERAGE**. Any policy or policies of insurance Contractor or his subcontractors elect to carry as insurance against loss or damage to construction equipment and tools or other personal property shall include a provision waiving the insurer's right of subrogation against City.

GENERAL PROVISIONS

ARTESIA BOULEVARD ARTERIAL IMPROVEMENTS (JN 935, PHASE 2)

NOTICE TO PROCEED (NTP). Due to the long lead time for the procurement of traffic signal poles, traffic signal equipment and other miscellaneous items, the City will issue two (2) separate Notices to Proceed:

- **NTP for Equipment for Materials Procurement** – This NTP will be issued right after contract execution and with an allotted period of 21 calendar days. Processing (submission / review / approval) of submittals shall commence immediately. The city and its design consultants will hold several online meetings with the contractor and its sub-contractors to identify long lead time (more than 3 months) equipment and materials. These equipment and materials like, but not limited to, Traffic Signal, Irrigation, Hardscape and Landscape shall be sourced out immediately. Contractor and Design consultants shall work together to look for possible alternates or equivalent for equipment and materials that will be delivered late and become critical to the overall project schedule/phasing (See Section 601.1 for project Phasing). Only after extensive efforts of shortening delivery time through substitution can procurement be finalized. Upon approval of the city, contractor shall immediately within 5 business days order/procure subject equipment and materials and show proof of such procurement and promised delivery date from its suppliers. When the city is satisfied with the delivery dates, then the project schedule can be finalized and shall be the basis of issuance of the NTP for construction (NOT PART OF WORKING DAYS). See Section 6-1.1 for construction schedule requirements.

- **NTP for Construction** - This NTP will be a standard NTP that will be issued by the city based on the delivery commitment/schedule agreed and approved on the NTP for Equipment and Materials Procurement Phase. Construction activities shall begin immediately and continue in a diligent and workman-like manner without interruption, and to complete the construction within the 120 working days. Sequence of construction shall adhere to the Construction Phasing on Section 601-1.

- Liquidated damages as stated in these specifications will apply only to the NTP for Construction.

PART 1 – GENERAL PROVISIONS

SECTION 1 – GENERAL

1-1 GENERAL. The Standard Specifications for Public Works Construction (“Greenbook”) written and promulgated by the Southern California Chapter of the American Public Works Association and the Southern California Districts of the Associated General Contractors of California shall be the Standard Specifications of the City. All work shall conform to the 2021 edition, including supplements of the Standard Specifications, the Special Provisions which supplement or modify the Standard Specifications, and the Standard Drawings as issued by the City (defined herein as “Agency”) available at the time bids are opened unless otherwise specified in the Contract Documents.

The above referenced Standard Specifications, Special Provisions and Standard Drawings are hereby made a part of the Contract Documents.

For the convenience of the Contractor, the section and subsection numbering system used in these Special Provisions corresponds to that used in the Standard Specifications.

1-2 TERMS AND DEFINITIONS. Whenever in the Standard Specification the following terms are used, they shall be understood to mean and refer to the following:

(a)	AGENCY	The City of Gardena, a California municipal corporation.
(b)	BOARD	The City Council of the City of Gardena
(c)	CONTRACT DOCUMENTS	Documents including but not limited to the proposal forms, Standard "Greenbook" Specifications, Special Provisions, Technical Provisions, Notice Inviting Bids, Instructions to Bidders, Bonds, Insurance, Contract and all Addenda setting forth any modifications of the documents.
(d)	ENGINEER	The City of Gardena Director of Public Works/City Engineer or his authorized representative.
(e)	BIDDER	An individual, co-partnership, association or corporation submitting a proposal for the work contemplated, acting directly or through a duly authorized representative.
(f)	LEGAL ADDRESS OF CONTRACTOR	The legal address of the Contractor to be the address given on the Contractor's bid and is hereby designated as the place to which all notices, letters or other communications to the Contractor shall be mailed or delivered.
(g)	LABORATORY	An established laboratory approved and authorized by the Engineer for testing materials and work involved in the contract.

1-7 AWARD AND EXECUTION OF THE CONTRACT.

1-7.1 General. The proposal shall be fully executed and submitted on the forms provided by the Agency and shall be enclosed in a sealed envelope marked and addressed as directed in the "Notice Inviting Bids".

If the proposal is made by an individual, it shall be signed and his or her full name and address shall be given; if it is made by a firm it shall be signed with co-partnership name by a general partner thereof, who shall also sign his or her known name, and the name and address of each member of such co-partnership shall be given; if made by a corporation, the name of the corporation shall be signed by its duly authorized officers and attested by the corporate seal.

Bidders are warned against making erasures or alterations of any kind on their Proposal. Proposals which contain omissions, erasures, alterations, conditions or additions not called for may be rejected.

At the time the Contract is awarded by the Agency, the Contractor shall be licensed under the provisions of Chapter 9, Division 3, of the Business and Professions Code of the State of California to do the type of work contemplated in the Contract and shall be skilled and regularly engaged in the general class or type of work required by this Contract.

1-7.2 Contract Bonds. The “Performance Bond” is equivalent to City’s “Faithful Performance Bond”.

1-7.3 Examination of Plans, Specifications and Project Site. Bidders shall read the specifications, review the drawings and examine the existing facilities to fully understand the project in order to plan for the improvements as shown in the contract, including local condition, uncertainty of weather and all other contingencies.

Bidders shall satisfy themselves by personal examination of the proposed work sites, and by such other means as they may choose as to actual conditions and requirements and as to the accuracy of the quantities stated in the Proposal forms. Information derived from the maps, plans, specifications, profiles, drawings, or from the Engineer/Architect of the record, shall not relieve the bidder of this responsibility, and the interpretation of the data disclosed by borings or other preliminary investigations is not guaranteed nor is any liability assumed by the Agency.

1-7.4 Interpretation of Drawings and Documents. If a prospective bidder is in doubt as to the true meaning or intent of any part of the Contract Documents including the Specifications, or discovers discrepancies in, or omissions from, the Specifications or Drawings, he may submit to the Engineer a written request for an interpretation or a correction thereof. Interpretations or corrections of the Contract Documents including the Specifications and Drawings, shall be made only by addendum duly issued by the Engineer, and a copy of such addendum will be sent by certified mail, postage prepaid, or delivered to each person receiving a set of the Contract Documents whose address is known to the Engineer and such addendum shall be considered a part of and incorporated in the Contract Documents.

1-7.5 Award of Contract. After the Proposals have been publicly opened and read aloud, they will be checked for accuracy and compliance with all provisions as specified herein.

The Agency reserves the right to reject any or all bids and to waive any informality or irregularity in any bid received and to be the sole judge of the merits of the respective bids received.

Bids subsequently shown to be mathematically unbalanced would be rejected as nonresponsive.

A mathematically unbalanced bid is one containing lump sum or unit bid items which do not reflect reasonable actual costs plus a reasonable proportionate share of the bidder’s anticipated profit, overhead costs, and other indirect costs, which he/she anticipates for the performance of the items in question.

“A bid is mathematically unbalanced if the bid is structured on the basis of nominal prices for some work and inflated prices for other work; that is, each element of the bid must carry its proportionate share of the total cost of the work plus profits.”

“A bid is materially unbalanced if there is a reasonable doubt that award to the bidder submitting the mathematically unbalanced bid will result in the lowest ultimate cost to the Government. Consequently, a materially unbalanced bid may not be accepted.”

Award of the Contract, if it be awarded, will ordinarily be made by the Agency within 30 days after opening of the bids. Award will be made to the lowest responsive responsible bidder.

In selecting the lowest responsive responsible bidder, consideration will be given to the general competency of the bidder for the performance of the work covered by the proposal. To receive favorable consideration, a bidder may be required to present evidence that he has successfully performed similar work of comparable magnitude or submit other evidence satisfactory to the

Agency that he or his associates are competent to manage the proposed undertaking and to carry it forward to a successful conclusion. Professional integrity and honesty of purpose shall be essential requirements. A showing of adequate financial resources may be required but will not alone determine whether a bidder is competent to undertake the proposed work.

Only manufacturers or contractors of established reputation, or their duly authorized dealers or agency, having proper facilities for the manufacture of the materials or equipment and for servicing same, or for proper execution of the work called for in the contract, will be considered in making the award.

1-7.6 Execution of Contract. A bidder whose proposal is accepted shall properly sign a written contract with the Agency on the form attached hereto and return said contract together with good and approved bonds and insurance certificates as required by the Contract Documents **within twenty-one (21) calendar days** from the date of the mailing of a notice from the Agency to the bidder, according to the address given by him, of acceptance of his proposal.

Contract bonds and certificates of insurance, if required, shall be filed in all instances before delivering any equipment, materials, or performing any work under the contract; also before any purchase order shall be issued. An executed Power of Attorney form shall be submitted with all contract bonds herein specified.

If a bidder whose proposal is accepted fails or refuses to enter into a contract as herein provided, or to conform to any stipulated requirement in connection therewith, the money represented by his check or bidder's bond shall be refunded less the difference between the low bid and the bid of the bidder with whom the Agency enters into an agreement in accordance with the provisions of the Public Contracts Code Section 20174. At the discretion of the Agency, an award may be made to the bidder whose proposal is next most acceptable to the Agency, and such bidder and his surety shall fulfill every stipulation embraced herein as if he were the party to whom the first award was made.

A corporation to which an award is made may be required before the contract is finally signed to furnish evidence of its corporate existence, of its right to do business in California and of the authority of the officer signing the contract and bonds for the corporation to so sign.

1-7.7 Return of Proposal and Guarantee. The check or bond of a bidder to whom the contract has been awarded will be returned to him after all of the acts, for the performance of which said security is required, have been fully performed. The checks or bid bonds of the second and third lowest bidders will be returned when the bidder to whom the contract has been awarded has properly executed all of the required Contract Documents. Check or bid bonds of other bidders will be returned when their proposals are rejected or in any event at the expiration of forty-five (45) days from the date of opening bids.

1-7.8 Precedence of Contract Documents. The order of precedence of contract document shall be:

FIRST	Requirements of law, including the Code and Ordinances of the City of Gardena.
SECOND	Permits from other agencies as may be required by law.
THIRD	Permits from City of Gardena Departments as may be required by law or ordinance.
FOURTH	The Contract.

FIFTH	The Bid Proposal.
SIXTH	Addenda.
SEVENTH	Notice Inviting Bids.
EIGHTH	Instructions to Bidders.
NINTH	Technical Provisions.
TENTH	Plans.
ELEVENTH	General Provisions of the Standard Specifications.
TWELFTH	Standard Plans.
THIRTEENTH	Standard Specifications for Public Works Construction (current edition).
FOURTEENTH	Caltrans Standard Plans and Specifications.
FIFTEENTH	Reference Specifications.

Change orders, supplemental agreements and approved revisions to Plans and Specifications will take precedence over documents listed above, except those listed as FIRST, SECOND and THIRD. Detailed plans shall have precedence over general plans.

SECTION 2 – SCOPE OF THE WORK

2-2 PERMITS. The Contractor will obtain, at no cost to the Agency, all permits necessary to perform the work on streets, highways, railways or other rights-of-ways. The Contractor shall obtain and pay for all costs incurred for permits necessitated by its operations such as, but not limited to those permits required for night work, overload, blasting and demolition. For private contracts, the Contractor shall obtain all permits incidental to the work or made necessary by its operations, and pay all costs incurred by the permit requirements.

The Contractor and each subcontractor employed upon the work must have or obtain a valid City of Gardena Business License in accordance with the provisions of the Gardena Municipal Code.

The Contractor's attention is directed to the following permits and respective contact personnel for each Agency:

- **Union Pacific Railroad (UPRR) Encroachment Permit.** This work includes milling, overlay, and restriping of the pavement within the railroad right-of-way as depicted on sheets 5 and 13 of the project plans. This permit consists of the Contractor Endorsement and Consent Letter, which are contained in Appendix D of these specifications. The contractor will be required to obtain a rider to the City's permit from UPRR.
    - Union Pacific Railroad
      Nick Vineyard
      Senior Public Project Manager
      (916) 245-2514
      (909) 222-5659
      NVineyard@benesch.com

- **Caltrans Encroachment Permit.**
  - **Caltrans Encroachment Permit # 07-24-N-MC-0069.** This work includes installing traffic loops for a Caltrans owned/maintained traffic signal as depicted on sheet 6 of the project plans. This permit is contained in Appendix E of these specifications. The contractor will be required to obtain a rider to the City's permit from Caltrans.
    - Caltrans District 7
      100 South Main Street, Suite 100, Los Angeles, CA 90012
      (213) 897-3631
      (213) 897-0420 FAX
      D7.Permits@dot.ca.gov
  - The contractor shall obtain a separate Caltrans Encroachment Permit for temporary traffic control within Caltrans right-of-way.

- **Golden State Water Company Encroachment Permit.** This work includes installing a new water meter as depicted on sheet 32 of the project plans. The contractor shall coordinate with Golden State Water Company for this permit.
  - Golden State Water Company
    Michael Carbajal
    (909) 394-2272
    Michael.Carbajal@gswater.com

- **City of Torrance Encroachment Permit.** This work includes temporary traffic control and restriping of the pavement within the City of Torrance right-of-way. The contractor shall coordinate with City of Torrance for this permit.
  - City of Torrance
    Alex Chou
    Associate Engineer
    20500 Madrona Avenue, Torrance, CA 90503
    (310) 618-3032
    (310) 618-6902 FAX
    AChou@TorranceCA.Gov

The contractor shall adhere to requirements contained within these permits including, but not limited to, safety training, flagging requirements and coordination required. All costs associated with conforming to all requirements of these permits shall be included in the various items of work and no further compensation shall be allowed therefore.

2.10 DISPUTED WORK.

2.10.1 Retention of Imperfect Work. If any portion of the work done or materials furnished under the contract proves defective or not in accordance with the specifications and contract drawings, and if the imperfection in the same is not of sufficient magnitude or importance to make the work dangerous or undesirable, or if the removal of such work is impracticable or will create conditions which are dangerous or undesirable in the opinion of the Engineer, the Engineer shall have the right and authority to retain the work instead of requiring it to be removed and reconstructed, but he shall make deductions therefore in the payment of the contract item due Contractor as may be just and reasonable.

2-11. DISPUTE RESOLUTION.

2-11.1 Requests for Contract Adjustments and Relief. If either Contractor or the Agency believes that it is entitled to relief against the other for any event arising out of or related to the

work or Project, such party shall provide written notice to the other party of the basis for its claim for relief. Such notice shall, if possible, be made prior to incurring any cost or expense and in accordance with any specific notice requirements contained in the applicable sections of this Contract.

In the absence of any specific notice requirement, written notice shall be given within a reasonable time, not to exceed fourteen (14) days, after the occurrence giving rise to the claim for relief or after the claiming party reasonably should have recognized the event or condition giving rise to the request, whichever is later. Such notice shall include sufficient information to advise the other party of the circumstances giving rise to the claim for relief, the specific contractual adjustment or relief requested and the basis of such request.

2-11.2 Dispute Avoidance and Resolution. The parties are fully committed to working with each other throughout the Project and agree to communicate regularly with each other at all times so as to avoid or minimize disputes or disagreements. If disputes or disagreements do arise, Contractor and the Agency each commit to resolving such disputes or disagreements in an amicable, professional and expeditious manner so as to avoid unnecessary losses, delays and disruptions to the work under the Contract.

Contractor and the Agency will first attempt to resolve disputes or disagreements at the field level through discussions between Contractor's Representative and the Engineer.

If a dispute or disagreement cannot be resolved through the Contractor's Representative and the Engineer, Contractor's Chief Executive Officer or similar senior representative and the Gardena City Manager, or designee, upon the request of the other party, shall meet as soon as conveniently possible, but in no case later than twenty (20) days after such a request is made, to attempt to resolve such dispute or disagreement. Prior to any meeting between the parties' senior representatives, the parties will exchange relevant information that will assist the parties in resolving their dispute or disagreement.

If, after meeting, the senior representatives determine that the dispute or disagreement cannot be resolved on terms satisfactory to both parties, the parties may submit the dispute to binding or non-binding mediation. The mediation shall be conducted in any manner and by any person or mediation association mutually acceptable to the parties.

2-11.3 Arbitration. Any claims, disputes or controversies between the parties arising out of or relating to the Contract, or the breach thereof, which have not been resolved in accordance with the procedures set forth in Section 9-4.2 above may be decided by binding or non-binding arbitration. The arbitration shall be conducted in any manner and by any person or arbitration association mutually acceptable to the parties.

2-11.4 Claims Disputes. Any claims of Contractor, as "claims" are defined in California Public Contract Code Section 9204 shall be processed in accordance with that section. Section 9204 provides in relevant part that upon receiving a claim from a contractor, together with reasonable documentation to support the claim, a contracting public entity shall conduct a reasonable review of the claim and, within a period not to exceed 45 days [except as otherwise provided in Section 9204], shall provide the claimant a written statement identifying what portion of the claim is disputed and what portion is undisputed.

Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. If the public entity fails to issue a written statement, Section 9-4.3 shall apply. If the contractor disputes the public entity's written response, or if the public entity fails to respond to a claim within the time prescribed, the contractor may demand in writing an informal conference to meet and confer for settlement of the issues in dispute.

Upon receipt of a demand in writing sent by registered mail or certified mail, return receipt requested, the public entity shall schedule a meet and confer conference within 30 days for settlement of the dispute. Within 10 business days following the conclusion of the meet and confer conference, if the claim or any portion of the claim remains in dispute, the public entity shall provide the claimant a written statement identifying the portion of the claim that remains in dispute and the portion that is undisputed.

Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. Any disputed portion of the claim of the claim, as identified by the contractor in writing, shall be submitted to nonbinding mediation, with the public entity and the contractor sharing the associated costs equally. The public entity and contractor shall mutually agree to a mediator within 10 business days after the disputed portion of the claim has been identified in writing. If the parties cannot agree upon a mediator, each party shall select a mediator and those mediators shall select a qualified neutral third party to mediate with regard to the disputed portion of the claim. Each party shall bear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator. If mediation is unsuccessful, the parts of the claim remaining in dispute shall be subject to other applicable procedures.

2-13 DRAWINGS AND SPECIFICATIONS ("RECORD" DRAWINGS). At all times, the Contractor shall maintain at the project a "Record" set of Drawings and Specifications to include all executed addenda, change orders, and field orders.

Prior to each progress payment the Contractor shall deliver to the Engineer, a set of contract drawings with all applicable "as constructed" notes placed/recorded thereon. Failure to provide "as constructed" plans will cause progress payment to be withheld until information is provided to City.

After completion of the work and before final payment, the Contractor shall deliver to the Engineer a complete set of contract drawings with all applicable "as constructed" noted placed/record thereon. The final form and detail of these as constructed plans are subject to the acceptance of the Engineer.

2-14 MARKING REMOVAL. All markings placed by the Contractor, City, and Underground Service Alert (USA) during construction shall be removed at the completion of the work. These markings shall include, but not limited to, paint, stakes, and metal tags.

All cost associated with removal of markings shall be included in the bid prices for the applicable bid items. Failure of the Contractor to remove these markings shall be cause for the City to do the work and withhold the costs from the Contractor's final payment.

SECTION 3 – CONTROL OF THE WORK

3-5 INSPECTION. Inspection shall be made once a day for areas ready for inspection. Areas or items that fail inspection or that are not ready for inspection shall be rescheduled by the contractor.

Inspection of the work shall not relieve the contractor of the obligation to fulfill all conditions and requirements of the contract.

3-6 THE CONTRACTOR'S REPRESENATIVE. The Contractor shall furnish the Engineer with the name, address and cell/ business/home telephone numbers of the person responsible for the maintenance of barricades, traffic control signs, lights and other safety devices.

3-10 SURVEYING.

3-10.3 Line and Grade. Unless otherwise provided in the Technical Provisions, establishing lines and grades for construction shall be the responsibility of the Contractor, with the following provisions:

All work under this contract shall be built in accordance with the lines and grades shown on the plans. Field survey for establishing these, and for the control of construction, shall be the responsibility of the Contractor. All such surveys, including construction staking, shall be performed on all items ordinarily requiring grade and alignment, at intervals normally accepted by the agencies and trade involved.

The Contractor shall provide a copy of the office calculations and grade sheets to the Agency's Inspector. The Contractor shall be responsible for any error in the finished work, and shall notify the Engineer within 24 hours of any discrepancies or design errors discovered during staking.

Unless a separate bid item is provided, the payment for surveying, construction staking, professional services, office calculations, furnishing all labor, materials, equipment, tools and incidentals, and for doing all work involved shall be considered as included in the various items of work, and no additional compensation will be allowed therefore.

3-12 WORK SITE MAINTENANCE.

3-12.1 General. The Contractor shall keep the work site clean and free from rubbish and debris. The Contractor shall abate dust nuisance by cleaning, sweeping and sprinkling with water in keeping with the AQMD and NPDES requirements. Debris, soil or other matter shall not be washed into storm drains but shall be collected and disposed of in a legal, responsible manner. The construction area shall be cleaned with a power sweeper at the end of every workday and when deemed necessary by the Engineer.

The Contractor shall maintain drainage within and through the work areas. Earth dams will not be permitted in paved areas. Use temporary sandbags to control the site perimeter. At the completion of the project sandbags shall become the property of the City of Gardena and shall be remain in place.

The Contractor shall not spill on haul routes. Any such spillage shall be removed immediately and the area cleaned.

Stockpiling of construction materials or debris on City right-of-way shall be in accordance with the NPDES permit and shall be approved by the inspector. At the completion of work, the Contractor shall thoroughly clean all work areas.

3-12.2 Air Pollution and Surface Maintenance Control. The Contractor shall obtain a construction water meter from Golden State Water including required deposit and fees. The Contractor shall pay for the water used, at the current water rates. All arrangements for construction water shall be made by contractor with Golden State Water at Contractor expense.

3-12.4. Storage of Equipment and Material.

3-12.4.1 General. All costs associated with the disposal of all excavated or demolition materials, including any gate fees, shall be paid by the Contractor. These costs shall be included in the bid price for the applicable bid items.

Prior to any excavated or demolition material being removed from the construction site the Contractor shall notify the City as to the hauling route and destination for disposal. If the location for disposal is other than a county landfill then the Contractor shall provide the City with written permission and release of liability for the City from the owner of the property where the material will be deposited.

The City has an exclusive agreement with Waste Resources, Inc. and no other firm may provide bulk trash bins in the event the work requires this service.

3-12.4.2 Storage in Public Streets. Construction equipment shall not be stored at the construction site, any public street or publicly owned facilities without approval of the City. Contractor shall store equipment at a contractor's rental yard.

All excavated material that is to be hauled to and disposed of at a County landfill site by the Contractor is subject to a County gate fee based on tonnage.

3-12.5.4 Protection and Restoration of Existing Improvements. Any facilities, structures, water lines, landscaping, surfaces, signs, pavement markings, painted curbs, house numbers, etc., which are damaged during construction shall be restored to the satisfaction of the City. Damaged water lines shall be repaired immediately at no additional cost to the city.

3-12.5.5 Access to Private Property. The Contractor shall be aware that business and residential access must be maintained at all times. The Contractor shall schedule operations to minimize interference with access to private property.

The main access way to any business or home shall not be completely blocked for more than one four-hour period a day except blockage shall be limited to one twenty-four (24) hour period when concrete is poured.

Temporary access ways shall be provided from the street to the main access way of all businesses and homes by use of traffic rated steel plates or any other method approved by the city.

Payment for this item shall be included in the applicable contract work item.

3-13 COMPLETION, ACEPTANCE, AND WARRANTY.

3-13.3 Warranty. In addition to the guarantees as required in Section 1-7.2 and 3-13.3 of the Standard Specifications, the Faithful Performance Bond shall remain in full force and effect for a period of one year after acceptance of the work by the Agency to insure that defects, which may appear within said period, will be repaired, replaced, or corrected by the Contractor, at his own cost and expense, to the satisfaction of the Engineer within thirty (30) days after written notice thereof by the Agency.

SECTION 4 – CONTROL OF MATERIAL

4-1 GENERAL.

4-1.1 Warranty of Title. No materials, supplies or equipment for the work under this Contract shall be purchased subject to any chattel mortgage or under a conditional sale contract or other agreement by which an interest therein or any part thereof is retained by the seller or supplier.

The Contractor warrants clear and good title to all materials, supplies and equipment installed and incorporated in the work, and agrees upon completion of all work to deliver the premises,

together with all improvements and appurtenances constructed or placed thereon by him to the Agency free from any claims, liens, encumbrances or charges, and further agrees that neither he nor any person, firm or corporation furnishing any material or labor for work covered by the Contract shall have any right to a lien upon the premises or any improvement or appurtenance thereon; provided, that this shall not preclude the Contractor from installing metering devices or other equipment of utility companies the title of which is commonly retained by the utility company. Nothing contained in this section, however, shall defeat or impair the right of such persons furnishing materials or labor under any bond given by the Contractor for their protection, or any right under any law permitting such persons to look to funds due the Contractor, which are in the hands of the Agency.

The provisions of this section shall be inserted in all subcontractor's and material contracts, and notice of its provisions shall be given to all persons furnishing materials for the work when no formal contract is entered into regarding such materials.

SECTION 5 – LEGAL RELATIONS AND RESPONSIBLITIES

5-4 INSURANCE. In lieu of Section 5-4 of the Standard Specifications, refer to the City Contract Documents Section, CD-10, for detail requirements.

5-5 ANTITRUST CLAIMS. By entry into this Contract, Contractor hereby acknowledges the terms of Section 7103.5 of the Public Contract Code and hereby offers and agrees to assign to the Agency all rights, title and interest in all causes of action it may have as outlined above.

5-7 SAFETY.

5-7.4 Hazardous Substances. As required by Public Contract Code Section 7104, if this Contract involves digging trenches or other excavations that extend deeper than four (4) feet below the surface, Contractor shall promptly, and prior to disturbance of any conditions, notify the Agency of: (1) any material discovered in excavation that Contractor believes to be a hazardous waste that is required to be removed to a Class I, Class II or Class III disposal site; (2) subsurface or latent physical conditions at the site differing from those indicated by the Agency; and (3) unknown physical conditions of an unusual nature at the site, significantly different from those ordinarily encountered in such contract work. Upon notification, the Agency shall promptly investigate the conditions to determine whether a change order is appropriate. In the event of a dispute, Contractor shall not be excused from any scheduled completion date and shall proceed with all work to be performed under the Contract but shall retain all rights provided by the Contract and by law for making protests and resolving the dispute.

5-7.4.1 Edison Energized Conductors. Contractor hereby promises and agrees that in the performance of the work specified in this Contract, it will employ and utilized only qualified persons, as hereinafter defined, to work in proximity to Edison's secondary, primary and transmission facilities. The term "qualified person" is defined in Title 8, California Administrative Code, Section 2700, as follows:

> "Qualified Person: A person who by reason of experience or instruction is familiar with the operation to be performed and the hazards involved."
>
> Contractor further promises and agrees that the provisions of this section shall be and are binding upon any subcontractor or subcontractors that may be retained by it, and that Contractor shall take such steps as are necessary to assure compliance by said subcontractor or subcontractors with the requirements of this section.

5-7.4.2 Emergency Provisions. Unusual conditions may arise on the work which will require

that immediate and unusual provision be made to protect the public from danger or loss or damage to life and property, due directly or indirectly to the prosecution of the work, and it is part of the service required of the Contractor to make such provisions and to furnish such protection.

Whenever, in the opinion of the Agency, an emergency exists of which the Agency is aware and against which the Contractor has not taken sufficient precaution for the safety of the public or the protection of utilities or of adjacent structures or property which may be injured by the progress of construction; and whenever, in the opinion of the Agency, immediate action shall be considered necessary in order to protect public or private personnel or property interests, or prevent likely loss of human life or damage on account of the operations under the Contract, then in that event the Agency may provide suitable protection to said interests by causing such work to be done and material to be furnished, as in the opinion of the Agency may seem reasonable and necessary, all at the expense of the Contractor.

SECTION 6 – PROSECUTION AND PROGRESS OF THE WORK

6-1 CONSTRUCTION SCHEDULE AND COMMENCEMENT OF THE WORK

6-1.1 Construction Schedule. The Contractor's proposed construction schedule shall be submitted to the Engineer within fourteen (14) calendar days after receipt of written City approval of promised delivery date per Notice to Proceed for Equipment and Materials Procurement provisions on page GP-1. The Contractor shall provide an updated construction schedule, if changes are necessary, within fourteen (14) calendar days after receipt of written City approval of the delivery commitment/schedule per Notice to Proceed for Construction provisions on page GP-1. The schedule shall be supported by written statements from each supplier of materials or equipment indicating that all orders have been placed and acknowledged and setting forth the dates that each item will be delivered.

The Contractor shall include in his bid all costs to perform the work under this contract in stages. The Contractor shall begin and complete work in each stage prior to starting work in subsequent stages unless previous permission is obtained from the Engineer. The contractor shall stage the work to allow parking on the next adjacent streets. Restricting parking on multiple adjoining streets shall require approval of the engineer.

6-1.2 Commencement of the Work. See page GP-1 for provisions of the Notice to Proceed. Prior to issuing the Notice to Proceed, the Engineer will schedule a preconstruction meeting with the Contractor to review the proposed construction schedule and delivery dates, arrange utility coordination, discuss construction methods and clarify inspection procedures.

The names, addresses and telephone numbers of the Contractor and subcontractors, or their representatives, shall be filed with the Public Works Manager and the County Sheriff's Department or the City Police Department prior to beginning work.

The Contractor shall also notify the City of Gardena and the owners of all utilities and substructures within the Project area not less than 48 hours prior to starting construction. The following utility companies list of names and telephone numbers is intended for the convenience of the contractor and is not guaranteed to be complete or correct:

COMPANY	***CONTACT***	***TELEPHONE NO.***
Southern California Edison	Manuel Migueles	310.720.6086
Southern California Gas	Aaron Cun	213.231.3270
Golden State Water Co.	Michael Carbajal	909.394.2272

AT&T	Cathy Hurtado	510.645.2929
L.A. Dept. of Water and Power	Underground Substructure Design	213.367.2659
L.A. Sanitation District	Engineering Counter	562.908.4288
TPx Communication	Mark Denning	949.864.0296
Verizon	ASG Investigations Team	732.335.5588
California Water Service	Frank Scotty	310.257.1400
City of L.A.	City Representative	213.847.1498
CenturyLink	Area Representative	877.366.8344
Zayo Group	George Huss	443.403.2023
Crown Castle	Fiber Dig Team	888.632.0931
City of Torrance Water Department	Alan Berndt	310.618.2916
West Basin Municipal Water District	Frank Fuchs	310.217.2411

The Contractor shall submit periodic Progress reports to the Engineer by the tenth day of each month. The report shall include an updated Construction Schedule. Any deviations from the original schedule shall be explained. Progress payments will be withheld pending receipt of any outstanding reports.

6-1.3 Working Day. The Contractor's working hours shall be limited to the hours between 7:30 A.M. and 4:30 P.M., Monday through Friday except holidays. Deviation from normal working hours will not be allowed unless written permission has been duly obtained beforehand from the office of the City Engineer. The Contractor shall provide adequate light for proper prosecution of the work, for the safety of the workmen and the public, and for proper inspection.

The Contractor shall perform nighttime paving with working hours between 8:00 P.M. and 5:00 A.M. Monday through Friday except holidays.

If the Contractor works beyond the allowed working hours without prior written approval from the Engineer, the Contractor may be charged Five Hundred ($500) for each occurrence as required by the Engineer. The amount will be deducted from a progress payment or bond.

Contractor hereby acknowledges and shall be required to comply with the provisions of California Labor Code Section 1810 et seq. According to those sections, eight (8) hours of labor shall constitute a legal day's work. Contractor shall pay to the Agency a penalty of Twenty-Five Dollars ($25.00) for each worker employed in the execution of this Contract by Contractor, or by any Subcontractor, for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any calendar day or forty (40) hours in any one (1) calendar week, except when payment for overtime is made at not less than one and one-half (1-1/2) times the basic rate for that worker.

In the event of either a requested or emergency deviation, inspection service fees will be charged against the Contractor. The service fees will be calculated at overtime rates including benefits, overhead and travel time. The service fees will be deducted from any amounts due to the Contractor.

6-1.4 Notice and Service Thereof. Any notice required or given by one party to the other under the contract shall be in writing and shall be dated and signed by the party giving such

notice or by a duly authorized representative of such party. Any such notice shall not be effective for any purpose whatever unless served in the following manner:

Notice shall be given to the Agency by personal delivery thereof to the City of Gardena Engineer or by depositing the same in the United States mail enclosed in a sealed envelope, registered and with postage prepaid, addressed to:

Public Works Department
City of Gardena
1717 W. 162nd Street
Gardena, CA 90247-3778

Notice shall be given to the Contractor by personal delivery thereof to said Contractor or to his authorized representative at the site of the project, or by depositing the same in the United States mail, enclosed in a sealed envelope addressed to said Contractor at the address established for the conduct of the work under this Contract, postage prepaid and registered.

Notice shall be given to the Surety, or any other person, by personal delivery to said Surety or other person, or by depositing the same in the United States Mail, enclosed in a sealed envelope addressed to such Surety or persons at the address of said Surety or persons last communicated to the party giving the notice, postage prepaid and registered.

Notification of Property Owners and Tenants - The Contractor shall provide minimum two notices to each property owner and/or tenant in the project area. First notice shall be provided in writing one month prior to the start of construction. Second notice shall be provided in writing ten (10) working days prior to the start of construction. Each notice shall include a flyer with a vicinity map of the project area. The City will provide a sample flyer to the Contractor. If pedestrian or vehicular access to private property is to be blocked, the Contractor shall again notify each property owner and/or tenant in writing ten (10) working days prior to construction activities. The Contractor shall provide additional notices when a lapse time occurs during each phase/segment work.

The written notice shall be submitted to the Engineer for approval prior to being delivered.

6-2 PROSECUTION OF THE WORK.

6-2.1 Contractor's Responsibility for Work. Until the formal acceptance of the work by the Agency, the Contractor shall have the charge and care thereof and shall, subject to the insurance protection furnished in accordance with the Section 1-7.6 and 5-4 hereof, bear the risk of accident, loss or damage to any part thereof by action of the elements or from any other cause, whether arising from the execution or from the non-execution of the work. The Contractor shall rebuild, repair, restore and otherwise correct damages to any portion of the work occasioned by any of the above causes before its acceptance.

In case of suspension of work from any cause whatever, the Contractor shall be responsible for all materials and the proper temporary storage thereof.

6-3 TIME OF COMPLETION.

6-3.1 General. The contract time shall begin per the City's written notification. Work must be completed within working days specified for the project. In addition, the Contractor shall notify the City 24 hours in advance of the actual commencement of work.

No work shall be undertaken during the City's holiday closures. It is the Contractor's

responsibility to determine the City's closure dates.

6-9 LIQUDATED DAMAGES. The amount of liquidated damages is hereby amended to **$5,000** for each consecutive calendar day.

SECTION 7 – MEASUREMENT AND PAYMENT

7-1 MEASUREMENT OF QUANTITIES FOR UNIT PRICE WORK.

7-1.2 Method of Measure. The quantities shown on the Bid Schedule are approximate only. The Contractor will be paid for the actual quantities of work based on approved field measurements as provided for in these Specifications. The City reserves the right to increase or decrease the amount of any item or portion of work to be performed or materials furnished, or to delete any item, in accordance with the Specifications. Additional bid item work shall be completed within the total working days in these specifications. Additional working days maybe allowed with the approval of the engineer.

7-3 PAYMENT.

7-3.2 Partial and Final Payment. The closure date for periodic progress payments will be the twenty-fifth day of each month. Authorization to pay is commonly received on the tenth day of the following month. However, payments will be withheld pending receipt of any outstanding reports required by the Contract Documents.

7-3.3 Delivered Materials. The City will NOT honor or make any progress payments for materials ordered and delivered to the job site by the Contractor unless prior approval is obtained from the Engineer.

7-3.4 MOBILIZATION. Mobilization will be amended to Mobilization / Demobilization and shall not exceed 5% of the total overall bid for the project. Mobilization will be paid at 50% at the beginning of construction and the remaining Demobilization will be paid as a percentage of work completed for the various items of work.

Mobilization shall include preparatory work and operations necessary for the movement of personnel, equipment, supplies, and incidentals to the project site for the establishment of all facilities necessary for work on the project and for all other work and operations which must be performed or costs incurred prior to beginning work on various Contract items on the project.

Demobilization shall include all work and operations necessary to perform final clean-up, moving personnel, equipment, supplies, and incidentals from the project site, removing all offices and other facilities that were necessary for work on the project, and all other work that must be performed or costs incurred prior to final acceptance of the work.

The Contractor shall promptly demobilize equipment no longer needed to perform the work.

All facilities (equipment, materials, etc.) required for Contractor's use shall be furnished and maintained by the Contractor at the locations designated on the Contract Drawings or as directed by the Engineer. The City does not permit storage of Contractor facilities (equipment, materials, etc.) in street right of way during non-working hours.

The Contractor shall furnish and maintain adequate number of portable sanitary facilities throughout the project duration for use by their own personnel and Subcontractors.

The security of all materials and equipment in the Contractor storage area shall be the responsibility of the Contractor. The City of Gardena is not liable for any theft or damage to materials or equipment in Contractor's storage area.

Payment for Mobilization / Demobilization shall be at the Contract Lump Sum price and shall include full compensation for all labor, equipment and materials to construct the work complete in place including but not limited to obtaining all applicable certifications necessary for specialty personnel and major equipment in conformance with Subsection 2-2, and all other applicable permits; securing a storage yard to store all equipment and materials to be used on the job, disposal of waste materials, restoration of the site, etc. The storage yard may also be used as a temporary storage for excavated materials, and traffic control items. Costs for mobilization/ demobilization shall be included in the unit price bid for Mobilization, payment will be made based on percentage of project completion.

7-4 PAYMENT FOR EXTRA WORK.

7-4.3 EXTRA WORK. When work is performed on a "time and materials" basis, the following percentages shall be added to the Contractor's cost and shall constitute the markup for all overhead and profits:

1) Labor 20
2) Materials 15
3) Equipment Rental.....15
4) Other Items and Expenditures.....15

To the sum of the costs and markups provided for in this section, 1 percent shall be added as compensation for bonding.

When all or any part of the extra work is performed by a Subcontractor, the markup established above shall be applied to the Subcontractor's actual cost of such work. A markup of 10 percent on the first $5,000 of the subcontracted portion of the extra work and a markup of 5 percent on work added in excess of $5,000 of the subcontracted portion of the extra work may be added by the Contractor.

END OF GENERAL PROVISIONS

TECHNICAL PROVISIONS

PREFACE: All work and materials shall conform to the "Standard Specification for Public Works Construction", 2021 edition, except as modified by the contract and these Technical Provisions.

Incidental Work - All work and materials required by the plans and specifications, and not specifically listed in the bid schedule items of work, shall be considered incidental and no additional payment shall be made therefore. Incidental items shall include, but not be limited to, implementation of the water pollution control and Best Management Practices for the protection of storm drain structures; saw cutting; excavation and disposal of materials; survey; and coordination of utilities.

PART 2 – CONSTRUCTION MATERIALS

SECTION 200 – ROCK MATERIALS

200-2. UNTREATED BASE MATERIAL

200-2.1 General. The Contractor shall furnish Certified Weight Tickets for material delivered to the job site and deliver it to the Engineer or his representative before the end of the working day.

The City may hire a qualified soils engineer to perform all tests. If the material furnished by the Contractor fails any tests, the Contractor shall remove said material and shall complete the construction of the base with material acceptable to the Engineer at no extra cost to the City.

Costs for base material shall be incidental and included in the bid item of work for which it is required, and no additional payment will be allowed therefore.

SECTION 201 – CONCRETE, MORTAR, AND RELATED MATERIALS

201-1 PORTLAND CEMENT CONCRETE.

201-1.1.2 Concrete Specified by Class and Alternate Class. Concrete shall be 520-C-2500 for curb-gutter, curb ramps, and sidewalk. Curing compound shall be Type 2 (if required).

SECTION 203 – BITUMINOUS MATERIALS

203-6 ASPHALT CONCRETE.

Asphalt concrete shall be Type B-PG-64-10 for base course.

203-11 ASPHALT RUBBER HOT MIX (ARHM).

230-11.3 Composition and Grading. Asphalt-Rubber shall be Class ARHM-GG-C, (PG-64-16) Standard Specifications Section 203-11 Wet Process and Section 302-9.

SECTION 214 – TRAFFIC STRIPING, CURB AND PAVEMENT MARKINGS, AND PAVEMENT MARKERS

Delete the entire Section 214 and replace with Section 81 and 84 of the latest edition of the Caltrans Standard Specifications and as modified by these Technical Provisions.

SECTION 84 - MARKINGS
84.2.03A General.

Any and all new striping, pavement markings and legends shall be cat-tracked and approved by the Engineer prior to final installation. A minimum of three (3) working days' notice must be provided to the Engineer for approval prior to final installation. The Engineer will inspect the cat-tracking within 2 working days and notify the Contractor of any needed corrections or adjustments. Upon approval of the cat-tracking by the Engineer, the Contractor shall then complete the installation of all new striping, pavement markings and legends no later than 5 working days following the approval of cat-tracking.

APPLICATION

The Contractor shall install all traffic striping, pavement markings and curb paint on all streets no earlier than one (1) week and no longer than two (2) weeks after paving work is complete. All pavement striping, curb paint, markings, and legends on PCC surfaces shall be installed with (2) two coats of paint. All pavement striping, curb paint, markings, and legends on AC surfaces will receive thermoplastic application of striping, marking and legends. All pavement striping, curb paint, markings, and legends shall be coated with reflective beads meeting Caltrans requirements and shown on Caltrans approved materials listed.

All pavement striping, markings, legends and curb paint shall match the plans, unless otherwise directed by the Engineer. PCC surfaces will receive paint application, while AC surfaces will receive thermoplastic. Any pavement striping, markings, and legends that do not match the plan shall be corrected by the Contractor, to the satisfaction of the Engineer, no more than two (2) working days after receiving notification. All associated removals and installations, necessary to complete the work, shall be performed as outlined in these Technical Provisions per the lump sum price, and no separate compensation will be allowed therefore.

Existing thermoplastic and/or painted pavement striping, markings, and legends outside of the Work area shall be protected in place by the Contractor, unless otherwise directed by the Engineer. Contractor shall not proceed with the installation of any pavement striping, markings, and/or legends until after the Engineer has inspected and approved the required "cat-tracking", and has authorized the Contractor to proceed with said work. After completion of layout, the Contractor shall notify the Engineer, and allow for a minimum of two (2) business days after notification, for the Engineer to inspect the layout.

Contractor shall not proceed with the installation of striping, markings or legends until after the Engineer has inspected and approved the required layout, and has authorized the Contractor to proceed with said Work.

"Cat-track" marks shall be made in chalk and/or discreet marking paint only. "Striping" paint for the purpose of cat-tracking is prohibited.

Reflective pavement markers shall be placed on a location as established by the applicable Caltrans striping detail noted on the approved striping Plan, which includes, but is not limited to temporary painted line, new striping or existing striping. There shall be one marker for each location. All work necessary to establish satisfactory locations for markers shall be performed by

the Contractor. Markers shall be Retroreflective Abrasion Resistant Apex model 921 or 921AR or equivalent, as approved by the Engineer.

Paint material for all pavement striping, markings and legends shall conform to the provisions in Section 84, “Traffic Stripes and Pavement Markings,” of the State of California Department of Transportation (Caltrans) Standard Specifications, latest edition, and these Technical Provisions. Stencils used to paint pavement markings must conform to the latest Caltrans approved Stenciling Standards. Add to Subsection 84-1.04, “Protection from Damage,” of the Caltrans Standard Specifications, the following: Newly placed traffic stripes and pavement markings, which are damaged as a result of the construction work, and public vehicular and pedestrian traffic, shall be repainted to the satisfaction of the Engineer. All associated removals and installations, necessary to complete the work, shall be performed as outlined in these Technical Provisions at the sole expense of the Contractor, and no separate compensation will be allowed therefore.

84.2.03C(1) General. Delete the third paragraph:

84.2.03C(3)(a) General [Eighth paragraph, remove the second sentence and add the following]:

The 2nd coat of paint shall be applied seven (7) calendar days following the application of the 1st coat.

84-2.04 PAYMENT Delete the entire section and replace with the following:

Payment for painting of striping, installation of thermoplastic striping, installation of markings and installation of raised pavement markers will be at the contract unit price per Lump Sum for SIGNING, PAVEMENT MARKINGS, AND STRIPING shall include full compensation for all labor, equipment and materials to construct the work complete in place and no additional compensation will be allowed therefore.

84-9.01 General

REMOVALS
Prior to placing pavement, the Contractor shall remove all existing conflicting pavement markings within the work limits.

Upon completion of street resurfacing the Contractor shall immediately install temporary pavement markers (slurry tabs).

Slurry tabs shall be maintained daily. Missing or damaged tabs shall be replaced each day of construction, prior to striping.

The Contractor shall furnish and install traffic delineation and markings using paint "Cat Tracking,” temporary marking tape, removable reflective tabs, or other approved media on the same working

day as existing stripes and legends are lost, including but not limited to stop bars, lane lines, and crosswalks to match new markings.

PENALTIES FOR NONCOMPLIANCE:

$500 for each day slurry tabs/cat-tracking are not maintained to the satisfaction of the City.

The Contractor shall remark any markings that are partially or completely covered, including but not limited to striping, stop bars, crosswalks, wording, and symbols. Legends shall include but not

be limited to the following: STOP, STOP AHEAD, ONLY, ARROWS, SIGNAL AHEAD, SLOW SCHOOL XING, BIKE LANE, and BIKE PATH.

All work and materials shall conform to the requirements of the Caltrans Standard Specifications, latest edition, and the latest edition of the Caltrans Traffic Manual.

SECTION 215 – SIGNS AND MARKERS

Insert entire Section 82 of the latest edition of the Caltrans Standard Specifications.

SECTION 82 – SIGNS AND MARKERS

82-2 SIGN PANELS

82-2.02 MATERIALS

82-2.02A General

Description - This work shall replace existing sign posts, install new posts, reinstall existing signs, and install new signs as shown per plan.

The Contractor shall replace damaged and/or faded traffic signs and install new signs per the minimum requirements of California MUTCD, latest edition and these specifications. The signing work under this Contract consists of the installation of traffic signs and posts, and all appurtenant work thereto necessary for the proper construction of the contemplated improvements, in accordance with the Plans and Specifications.

Signing: Signing shall be in accordance with Caltrans Standard Specifications Section 56-2 and the California MUTCD, except as modified or supplemented herein.

a) Post-mounted traffic signs shall be installed on “Unistrut” 2” galvanized square steel tubing with an anchor sleeve/breakaway base support, or approved equal.

b) Signs to be installed on existing street light poles shall be installed using ¾” stainless steel banding straps, buckles, brackets, bolt and washer.
c) All permanent signs shall be reflectorized using 3M high intensity grade sheeting for post mounted signs and 3M Diamond Grade sheeting for mast arm mounted non-illuminated street name signs. Sign material shall be 0.10-inch thick sheet aluminum, alloy 6061-T6 or alloy 5052-H36 or H38 and be manufactured in accordance with the California Manual of Uniform Traffic Control Devices (California MUTCD), latest edition.
d) New signs shall be installed using new metal posts set at a minimum of 30-inch depth in a minimum 12-inch square PCC, except as specified otherwise.
e) The length of the metal post shall be sufficient to extend from the top of the sign to 30-inches below the top of the concrete footing and provide a 7-foot clearance between the finished grade and the bottom of the sign. The depth of the concrete footings shall be sufficient to extend at least 6-inches below the bottom of the posts.
f) ¼ inch expansion paper shall be placed between the sign foundation and sidewalk where applicable.
g) Sign installations shall be in compliance with, and provide the minimum clearances required by the Americans with Disabilities Act.

Upon installation of a new sign post, the Contractor shall install new sign(s), reinstall existing sign(s), or relocate existing sign(s) as noted per plan.

Removal and disposal of old signs and signs posts shall be considered incidental, and no additional payment will be allowed.

Delete first sentence of third paragraph and add the following:

1. Phrase *Property of the City of Gardena*

82-3.02B Metal Posts

Mounting for roadside sign shall be on Telspar, or approved equal, perforated metal posts. Posts shall be 14 gauge, 2.00" x 2.00", 12 feet in length (or more for multiple signs) and mounted on break-away sleeves.

82-3.04 Payment

Payment for installation of replacement signs will be included in the contract unit price per Lump Sum for SIGNING, PAVEMENT MARKINGS, AND STRIPING shall include full compensation for all labor, equipment and materials to construct the work complete in place and no additional compensation will be allowed therefore.

PART 3 – CONSTRUCTION METHODS

SECTION 300 - EARTHWORK

300-1 CLEARING AND GRUBBING.

300-1.1. General. The following items of work are included under CLEARING AND GRUBBING:

A. Provide clean topsoil and grading of parkways as directed by the Engineer to restore the parkway grades.

B. Replacement of damaged pipe curb drain, as well as the coring and/or reinstatement of pipe curb drains.

C. Protection of fences adjacent to and within the public right-of-way.

D. Relocation of existing signs and warning devices.

E. Painting new and repainting existing curb markings such as yellow, blue, white, green or red curb as indicated in the plans or in these Technical Provisions.

F. Removal of all existing median landscaping, including shrubs and groundcover.

G. Protect existing private/public irrigation systems, and repair irrigation systems damaged during construction. See sprinkler/irrigation systems and landscaping repair section for additional clarification of contractor responsibility.

H. Protection of all existing improvements (public or private), unless shown to be removed/relocated/adjusted as part of the construction. The Contractor shall repair or

replace these items if damaged with new materials equal to the original or better, as required by the Engineer.

I. Protection of all utilities, walls, fences, hedges, buildings, concrete slabs, planters, and other private or public improvements not specifically shown to be removed as part of the construction. The Contractor shall replace these items, if damaged, with new material equal to the original or better, as required by the Engineer.

300-2 UNCLASSIFIED EXCAVATION

300-2.2.1 General All existing improvements, including those on private property, shall be protected in place. Any damage to and removal of these improvements shall be repaired and replaced by the Contractor at his expense.

All excavated material shall be immediately hauled away and disposed of outside the project limits. The Contractor shall be responsible for all damages and claims that may arise as a result of this disposal.

300-12 EXCAVATION. Roadway excavation shall include sawcutting, excavating, removing, hauling, and disposing of all soil materials, existing asphaltic concrete pavement, PCC pavement, subgrade and similar appurtenances which are to be removed for construction of the street reconstruction as shown on the Plans. Earthwork, subgrade preparation and finishing roadway shall confirm to the applicable requirements of Section 300 and 301 and other pertinent sections of the Standard Specifications for the various items involved. Payment for excavation shall be incidental and included in the appropriate unit price bid.

300-12.1 Asphalt Pavement Removal. The edges of asphalt pavement remaining in place shall be sawcut and shall have clean, solid vertical faces. The edges of asphalt pavement broken during construction shall be resawn and removed before surfacing material is placed at the expense of the Contractor.

All edges shall be parallel or perpendicular to curb faces except cuts around objects shall be on a curvilinear cut, a maximum 4 inches departure from the straight cut every 2 feet.

Payment for asphalt pavement removal shall be included in the Contract Unit price per Ton for CONSTRUCT AC DIGOUT / RECONSTRUCTION (10” THICK) and shall include full compensation for all labor, equipment and materials including sawcutting, excavating, removing, hauling, and disposing of existing asphaltic concrete pavement to construct the work complete in place and no additional compensation will be allowed therefore.

Payment for median asphalt removal shall be included in the Contract Unit price per Lump Sum for LANDSCAPE IMPROVEMENTS and no additional compensation will be allowed therefore.

300-12.2 Concrete Removal. Concrete to be removed shall be sawcut to a minimum depth of 5 inches at score marks or as marked by the City. Sawed edges, broken or chipped during construction shall be resawn at the contractor's expense. Increase in concrete quantity due to resawing shall not be considered for payment. Upon concrete removal, the City Parks Superintendent shall be informed to check and approve all roots to be removed. If he determines the tree cannot be saved, removal and planting of a new tree shall be per unit cost.
tree shall be per unit cost.

All edges shall be parallel or perpendicular to curb faces except cuts around objects shall be on a curvilinear cut, a maximum of 4 inches departure from the straight cut within every 2 feet. The

edges of Portland cement concrete remaining in place shall be sawcut and shall have clean, solid vertical faces.

Concrete removed shall be replaced within five (5) days after removal. All restorations shall be completed a maximum of five (5) days after concrete placement (i.e. backfill, grading of dirt, asphalt repave etc.) One Hundred ($100) dollars per calendar day and location shall be charged to the Contractor for failure to comply with the above schedule as required by the Engineer.

SECTION 302 – ROADWAY SURFACING

302-1 CRACK SEALING AND PAVEMENT PREPARATION.

Existing pavement cracks, joints, spalls and cracks around utility patches, shall be sealed as follows:

Cracks, Joint Widths	Required Sealing Method
1/4 " to 1/2 "	Rout to 1/2" wide, 1/2 " deep Fill with Sealant*
1/2" to 3/4"	Fill with sealant*
Greater than 3/4"	Fill with hot mix asphalt paving (F-AR4000)

* Use Type "D" joint sealant to seal P.C.C. to be overlaid with asphalt use Type "A" sealant (color to match existing P.C.C.) in P.C.C., which is not to be overlaid.

All loose material shall be removed from cracks and joints and an approved herbicide shall be applied prior to sealing.

Cracks shall be filled flush with the road surface. Excess material shall be removed.

Sealant shall be applied according to the manufacturer's specifications, which shall be furnished to the Engineer at the preconstruction job meeting.

302-5 ASPHALT CONCRETE (AC) PAVEMENT.

302-5.1 General. The Contractor shall establish designated asphalt truck routes and staging areas and shall communicate these routes and areas to truck drivers prior to the arrival at the job site. This plan must be approved by the Engineer five (5) days prior to paving.

302-5.3 Prime Coat. Prime coat shall be applied to all subgrade surfaces prior to asphalt hot mix surfacing. The prime coat shall be Grade SC-250 liquid asphalt uniformity per Green Book requirements.

302-5.4 Tack Coat. Asphalt tack coat shall be applied to all existing asphalt surfaces prior to asphalt overlay.

Existing surfaces shall be cleaned utilizing a power sweeper and free of water prior to applying PG 64-10 or SS-1h asphalt tack coat per Green Book requirements. Tack coat shall uniformly cover all areas to be paved.

302-5.5 Distribution and Spreading.

BOTTOM DUMPING OF ASPHALT PAVING SHALL NOT BE ALLOWED.

302.5.6.2 Density and Smoothness. Failed areas shall be removed and replaced at Contractor's expense.

302-5.7 Joints. COLD JOINTS SHALL NOT BE ALLOWED WITHOUT PRIOR WRITTEN APPROVAL FROM THE ENGINEER. COLD JOINTS PLACED WITHOUT APPROVAL SHALL BE REMOVED AT THE SOLE EXPENSE OF THE CONTRACTOR.

302-5.9 Payment. Payment for placing asphalt pavement shall be included in the Contract Unit price per Ton for CONSTRUCT AC DIGOUT / RECONSTRUCTION (10" THICK) and shall include full compensation for all labor, equipment and materials to construct the work complete in place including sawcut, removal, disposal, and no additional compensation will be allowed therefore.

302-9 ASPHALT RUBBER HOT MIX (ARHM).

302-9.1 General. The Contractor shall establish designated asphalt truck routes and staging areas and shall communicate these routes and areas to truck drivers prior to the arrival at the job site. This plan must be approved by the Engineer five (5) days prior to paving.

CONTRACTOR SHALL REMOVE ALL TRACKED ASPHALT MATERIALS FROM CONCRETE SURFACES AND RAISED PAVEMENT MARKERS.

302-9.3 Distribution and Spreading. Feather join edges shall be made along straight lines by hand raking out all heavy aggregates prior to rolling to produce a smooth uniform surface. Compacted edge along gutter lip shall be 3/8 inch in height.

BOTTOM DUMPING OF ASPHALT PAVING SHALL NOT BE ALLOWED.

302-9.5 Joints. JOINTS SHALL NOT BE ALLLOWED WITHOUT PRIOR WRITTEN APPROVAL FROM THE ENGINEER. JOINTS PLACED WITHOUT APPROVAL SHALL BE REMOVED AT THE SOLE EXPENSE OF THE CONTRACTOR.

302-9.7 Rock Dust Blotter. Rock dust blotter shall be provided and uniformly applied using a mechanical spreader at a rate of approximately 1.65 kilogram per square meter.

302-9.9 Payment. Payment for CONSTRUCT 2" ASPHALT RUBBER HOT MIX SURFACE COURSE shall be per Contract Unit Price per Ton and shall be per thickness shown on the plans, based upon certified weigh master tickets. The unit price shall include all surface preparation, trackless tack coat, rock dust blotter, labor, tools, equipment, materials and incidentals to complete the work. No additional compensation will be allowed therefore.

302-15 ASPHALT TRACKING PAVEMENT AND MITIGATION. The purpose of this section is to address any tracking related problems caused by the Contractor. The City requires that all streets adjacent to the project remain track free during and after construction. Contractor shall prevent and mitigate asphalt tracking on all adjacent surfaces. The use of water or any other methods approved by the Engineer may be utilized. If tracking is present at the end of the work day, the Contractor shall use steam cleaning and a vacuum truck to remove tracking from all affected areas to the satisfaction of the Engineer.

303-5 CONCRETE CURBS, WALK, GUTTERS, CROSS GUTTERS, ALLEY INTERSECTIONS, CURB RAMPS, AND DRIVEWAYS.

303-5.5.3 Walk. The Contractor shall regrade the area at the back of sidewalk where the new sidewalk is constructed at a different grade than existing sidewalk. The graded area shall have a maximum slope of 3:1 and 2% in City parkways. Fill material, if required, for this grading shall be furnished by the Contractor.

All existing asphalt concrete ramping adjacent to the new sidewalk shall be removed and disposed of by the Contractor.

303-5.5.5 Alley Intersections, Curb Ramps, and Driveways. The Contractor shall verify, with a "smart level", that maximum ramp and sidewalk grades do not exceed maximum grades indicated on the project plans, when marking the required saw cut removal limits and when setting the concrete forms, prior to pouring any curb ramp locations. It shall be the Contractor's responsibility to supervise and utilize the proper experienced personnel to ensure that the proper saw cut limits are established for all curb ramp locations and the Engineer shall not be responsible to direct the Contractor's crews or otherwise serve in this management capacity. The Engineer shall be present to verify the concrete forms, prior to the Contractor pouring any PCC construction improvements for the curb ramp.

The Contractor shall be responsible to layout the proposed curb ramp to comply with the maximum grades indicated on the project plans. Limits of the new curb ramp shall be reviewed and approved by the Engineer prior to saw cutting. Typical construction tolerances to construct the new curb ramp shall not apply and maximum grades indicated on the project plans shall not be exceeded. The Contractor shall be responsible to remove and reconstruct curb ramps at his own cost if ramps are deemed non-compliant with the project plans and these Technical Provisions.

Where the type of curb ramp includes a retaining curb at the back of curb ramp to make up for a difference in elevation between the existing grade and curb ramp grade, the construction of said retaining curb shall be considered as part of the curb ramp work.

All curb ramps shall be constructed of 4" thick concrete over 6" thick C.A.B.

Curb ramp limits shall be understood to be contained at a minimum within a radial line from the BCR (beginning of curb return) to a radial line at the ECR (end of curb return), and to be a minimum width as existing adjacent sidewalk width. In the event that an existing sidewalk joint be located three (3) feet or less to either radial line of the curb return, then the sidewalk panel from the radial line to that joint shall be replaced as well and shall be included in the cost of the curb ramp and no additional compensation will be allowed therefore. Curb ramp shall be poured separately from curb and gutter (min. 24 hrs after curb and gutter).

The curb ramp construction work shall include all related adjustments of pull boxes, pull box covers, and protection of traffic signal poles and signs that fall within the proposed curb ramp construction limits.

Special Note To Contractor:

Prior to constructing a curb ramp where physical site constraints do not allow the curb ramp construction to fully meet the requirements/standard plans as indicated on the project plans, the Contractor shall so notify the Engineer for direction in advance of construction.

Detectable Warning Surface. Curb ramp detectable warning surface shall consist of raised truncated domes constructed or installed on curb ramps in conformance with the project plans and these Technical Provisions. The detectable warning surface shall be cast in place tactile tiles manufactured by Armor-Tile or approved equal. The color of the detectable warning surface shall be yellow conforming to Federal Color No. 33538.

The finished surfaces of the detectable warning surface shall be free from blemishes.

Submittals

A. Product Data: Submit manufacturer's literature describing products, installation procedures and routine maintenance.

B. Samples for Verification Purposes: Submit two (2) tile samples minimum 6" x 8" of the kind proposed for use.

C. Shop drawings are required for products specified showing fabrication details; composite structural system; plans of tile placement including joints, and material to be used as well as outlining installation materials and procedure.

D. Material Test Reports: Submit test reports from qualified independent testing laboratory indicating that materials proposed for use are in compliance with requirements and meet the properties indicated. All test reports shall be conducted on a cast-in-place tactile tile system as certified by a qualified independent testing laboratory.

E. Maintenance Instructions: Submit copies of manufacturer's specified maintenance practices for each type of tactile tile and accessory as required.

The manufacturer shall provide a written 5 year warranty for prefabricated detectable warning surfaces, guaranteeing replacement when there is defect in the dome shape, color fastness, sound on cane acoustic quality, resilience, or attachment. The warranty period shall begin upon acceptance of the contract.

303-5.9 Measurement and Payment.

Payment for REMOVE AND CONSTRUCT PCC 6” MEDIAN CURB, AND REMOVE AND CONSTRUCT CURB AND GUTTER shall be per the Contract Unit Price per Linear Foot and shall include full compensation for all labor, equipment, tools and materials to remove and construct the work complete in place, including sawcutting, root pruning, complete removal of underlying subgrade and base, subgrade preparation and compaction, removal or replacement of 2-feet wide asphalt hot mix paving (C2 PG64-10) over 6-inch thick C.A.B. adjacent to the curb and gutter, disposal, and no additional compensation will be allowed therefore.

Payment for REMOVE AND CONSTRUCT CONCRETE SIDEWALK, REMOVE AND CONSTRUCT CONCRETE DRIVEWAY AND REMOVE AND CONSTRUCT PCC CROSS GUTTER PANEL shall be per the Contract Unit Price per Square Foot and shall include full compensation for all labor, equipment, tools and materials to remove and construct the work complete in place, including sawcutting, removal and construction of PCC joints as shown in the standard plans and construction details, protection of existing trees, parkway restoration, sleeving of drainage outlets through curb, and no additional compensation will be allowed therefore.

The unit bid price shall include all work necessary to complete the sidewalk reconstruction at each location including excavation.

Payment for REMOVE AND RECONSTRUCT CONCRETE CURB RAMP shall be per the Contract Unit Price per Each and shall include full compensation for all labor, equipment, tools and materials to construct the work complete in place, including sawcutting, complete removal of underlying subgrade and base, subgrade preparation and compaction, disposal, installation of joints as shown in standard plans and construction details, furnishing and installing cast-in-place detectable warning surface, sidewalk between the ECR and BCR, landing, curb and gutter between the ECR and BCR, integral retaining curb, adjusting all affected pull boxes to finished grade where required (including the adjustment of conduit sweeps and conductors when conflicting), protection of existing trees, parkway restoration, sleeving of drainage outlets through curb, removal or replacement of 2-feet wide asphalt hot mix paving (C2 PG64-10) over 6-inch thick C.A.B. adjacent to the curb ramp and adjacent sidewalk within the curb return, and no additional compensation will be allowed therefore.

Payment for INSTALL ADA TRUNCATED DOMES FOR TRACK CROSSINGS shall be per the Contract Unit Price per Each and shall include full compensation for all labor, equipment, tools and materials to install new truncated domes and remove interfering portions of existing concrete sidewalk to install the work complete in place, including sawcutting, and no additional compensation will be allowed therefore.

SECTION 314 – TRAFFIC STRIPING, CURB AND PAVEMENT MARKINGS, AND PAVEMENT MARKERS

314-1 GENERAL. Furnishing and installation of traffic markings shall include all work required to place raised pavement markers, thermoplastic material and curb paint. Legends and crosswalks shall consist of thermoplastic material with glass bead finish.

Striping work and materials shall conform to the provisions of the Standard Specifications of the State of California, Department of Transportation, latest edition, and the Traffic Manual of the State of California, Department of Transportation. Installation of traffic markings shall be completed within 5 working days of paving.

314-4 APPLICATION OF TRAFFIC STRIPING AND CURB AND PAVEMENT MARKING.

314-4.1 GENERAL. Each fire hydrant in the project area shall be marked by placing a double-sided raised pavement marker with reflective blue markings on each side. The marker and adhesive shall be equivalent to Caltrans pavement markers.

Place one marker 6 inches from street centerline toward hydrant on a line projected approximately perpendicular to curb. Place two markers if hydrant is on a corner, one on each street.

PART 4 – EXISTING IMPROVEMENTS

SECTION 400 – PROTECTION AND RESTORATION

400-2 PERMANENT SURVEY MARKERS. Shall be under the scope of the **Construction Management and Inspection Services**. Contractor's scope of services for survey work shall be limited to Section 3-10.3 Line and Grade of the General Provisions.

401-3. CONCRETE AND MASONRY IMPROVEMENTS.

401-3.2 Concrete Curb, Walk, Gutters, Cross Gutters, Curb Ramps, Driveway, and Alley Intersections.

Concrete sidewalk construction shall include removal and disposal of existing interfering structures, tree roots, objects, soil, etc. Contractor shall remove and replace any inadequate existing base material with compacted CMB.

Any damaged utility boxes, traffic signal pull boxes, etc., shall be replaced. All boxes shall be adjusted to grade and all costs for this work shall be incidental and included in this item of work.

Concrete curb and gutter construction shall include removal and disposal of existing interfering structures, objects, soil, etc.

Curb & gutter to be replaced shall be installed at the same location as the existing on a straight grade across the limits of the replacement.

Removal, disposal and construction of adjacent 2-feet wide asphalt hot mix paving (C2 PG64-10) over 6-inch thick C.A.B. shall be included.

Curb Ramp construction shall include removal and disposal of interfering structures, objects and soil.

Included in this construction is the adjustment and protection of sweeps, conduits, pull boxes, utility access frames and covers to finished grade and protection of traffic detectors, stub-outs and homeruns. Traffic detectors damaged by the Contractor's operations shall be replaced at the Contractor's expense.

Removal, disposal and construction of adjacent 2-feet wide asphalt hot mix paving (C2 PG64-10) over 6-inch thick C.A.B. shall be included.

At locations where street lighting or traffic signal poles encroach into the curb ramp to be installed, concrete pedestals shall be constructed between finished grade and pole bases.

Removal, disposal and construction of adjacent curb & gutter (within the limits of the curb return), spandrel and cross gutter shall be included.

Except at concrete spandrels, curb ramps shall be sawcut 6" from curb face and minimum asphalt replacement will be required if any.

Driveways, approach, alley intersection, spandrels and cross gutters construction shall include removal and disposal of interfering structures, objects and soil.

Removal, disposal and construction of adjacent 2-feet wide hot mix asphalt paving (C2 PG64-10) over 6-inch thick C.A.B. shall be included.

Concrete to be removed shall be sawcut to a minimum depth of 5 inches at score marks or as marked by the City. Sawed edges, broken or chipped during construction shall be resawn at the contractor's expense. Increase in concrete quantity due to resawing shall not be considered for payment. Upon concrete removal, the City Parks Superintendent shall be informed to check

and approve all roots to be removed. If he determines the tree cannot be saved, removal and planting of a new tree shall be per unit cost.

All edges shall be parallel or perpendicular to curb faces except cuts around objects shall be on a curvilinear cut, a maximum of 4 inches departure from the straight cut within every 2 feet. The edges of Portland cement concrete remaining in place shall be sawcut and shall have clean, solid vertical faces.

The Contractor is responsible for inspecting each location prior to submitting a bid.

Remove and replace defective concrete work with new materials. Permission to patch any defective areas shall not be a waiver of the Engineer's right to require complete removal of defective work if patching does not restore quality and appearance of work.

The Contractor shall remove all debris and perform all cleanup work to the satisfaction of the Engineer within 3 working days after forms have been removed at any location.

The Contractor shall regrade the area at the back of curb/gutter where the new curb/gutter is constructed at a different grade than existing curb/gutter. The graded area shall have a maximum slope of 3:1 and 2% in city parkways. Fill material, if required, for this grading shall be furnished by the Contractor. All landscaping and irrigation in the graded area shall be repaired to match existing.

Concrete removed shall be replaced within five (5) days after removal. All restorations shall be completed a maximum of five (5) days after concrete placement (i.e. backfill, grading of dirt, asphalt repave etc.) One Hundred ($100) dollars per calendar day and location shall be charged to the Contractor for failure to comply with the above schedule as required by the Engineer.

SECTION 402 – UTILITES

402-2 PROTECTION. The Contractor shall provide coordination with all utility companies involved and shall provide protection from damage to their facilities. The Contractor shall be responsible for repair or replacement to said facilities made necessary by its failure to provide required protection.

The Contractor shall be solely responsible to check all utility record maps, books, and/or other data in the possession of the CITY, other agencies, and/or all utility companies, and no allowance shall be made for any failure to have done so.

The Contractor shall utilize the services of “Underground Service Alert-Southern California” for utility locating in all public right-of-ways by calling 811 or 1-800-227-2600 at least 48 hours prior to any excavation.

Underground lines that are potentially hazardous such as oil company lines, natural gas mains, and electrical conduits will be carefully located by the owner as provided in the Standard Specifications. The Contractor shall take special precautions in determining the precise location and depth of these structures and coordinate work with the utility to ensure that they will not be damaged by its operations.

402-7 PAYMENT. Payment for adjusting of utility valves and meters to grade will be at the contract unit price per Each for ADJUST WATER VALVE TO GRADE and shall include full compensation for all labor, equipment and materials to construct the work complete in place. No additional compensation shall be allowed therefore.

SECTION 403 – MANHOLE ADJUSTMENT AND RECONSTRUCTION

403-1 GENERAL. Adjustment of utility access openings shall include all work required to set access frames and covers flush with pavement.

402-7 PAYMENT. Payment for manhole frames & covers to grade will be at the contract unit price per Each for ADJUST MANHOLE FRAME AND COVER TO GRADE and shall include full compensation for all labor, equipment and materials to construct the work complete in place. No additional compensation shall be allowed therefore.

SECTION 404 – COLD MILLING

404-1 GENERAL. Payment for cold milling pavement shall be according to the square feet of surface approved for milling irrespective of the actual area milled, the depth of milling, the number of passes required, or the pavement material milled. **There will be no compensation for over milling.**

The City has investigated the street section and determined that pavement section has variable depths of asphalt and Portland cement concrete pavement, however, any presence of pavement fabric, petromat or irregular material shall be included in the bid item price for "cold milling" and no extra payment shall be made.

Areas of distorted pavement shall also be cold milled to a smooth uniform surface.

COLD MILLED AREAS SHALL NOT REMAIN UNPAVED OVER MORE THAN 3 WORKING DAYS.

404-11 PAYMENT. Payment for COLD MILL ASPHALT PAVEMENT (2” UNIFORM DEPTH) shall be per the Contract Unit Price per Square Foot and shall include the cost for all sawcutting and/or cold milling, removal of asphalt concrete, compaction, haul away, and disposal to facilitate the construction of proposed improvements and no additional compensation will be allowed therefore.

PART 6 - TEMPORARY TRAFFIC CONTROL

SECTION 600 - ACCESS

600-1 GENERAL.

600-1.1 Public Convenience and Safety Access. The Contractor shall provide temporary “No Parking” and all other signs which are necessary for the safe and orderly conduct of vehicular traffic as directed by the Engineer and as specified herein. Contractor shall also provide an approval barricaded area in the parking lane for pedestrian traffic during such time as the parkway is unfit to be used for pedestrian traffic.

At such times as driveways are inaccessible due to the Contractor’s work, they shall be blocked by two (2) Class II barricades or one (1) Class II barricade and two (2) delineators. Driveways that are ramped or planked for temporary access shall be provided with a barricade or delineator at each side. The Contractor shall give 24-hour notice to affected property owners prior to blocking any driveway.

The Contractor shall provide access for refuse collection on the regularly scheduled days. He shall also facilitate or assist in the collection where such work is hampered by his operations.

600-1.2 Street Closures, Detours, and Barricades. The Contractor shall not close any street within the City of Gardena without first obtaining the approval of the Engineer. Barricading, traffic control and detour diagrams in connection with street closures shall be submitted by the contractor as required by the Engineer.

The Contractor shall provide and install barricades, delineators, warning devices and construction signs in accordance with the California Manual of Temporary Traffic Controls or W.A.T.C.H. Handbook. During adverse weather or unusual traffic or working conditions additional traffic devices shall be placed as directed by the Engineer. All traffic signs and devices shall also conform to the California Manual of Temporary Traffic Controls or W.A.T.C.H. Handbook.

The Contractor shall provide and maintain Type II barricades along excavation edges parallel to the flow of traffic at a maximum spacing of twenty-five feet. Type II barricades mounted with flashers shall be installed around work areas in parkways. Type II barricades shall have alternating reflective orange and reflective white stripes at an angle of 45 degrees. The strip width shall be in accordance with Table 5-1 “Barricade Characteristics” “Manual of Traffic Controls for Construction and Maintenance Work Zones”.

During paving operations, barricades may be supplemented with minimum size eighteen-inch high traffic cones and delineators such that spacing between barricades and/or cones or delineators is no greater than twenty feet. Traffic cones and delineators used within State right-of-way shall be a minimum size of twenty-eight inches high. At all access points such as intersecting streets, alleys and driveways, barricades and/or cones shall be provided at five-foot intervals so as to prevent vehicular access to the paving area. Where access from an intersecting street is prohibited, a “Road Closed” sign shall be provided at the nearest prior intersection. “No Left Turn” signs shall be provided wherever required by the Engineer.

When one-way access from a side street or alley is permitted, barricades and cones shall be provided at five-foot intervals for a distance of fifty feet on either side of the centerline of the intersecting street, or alley.

Should the Contractor fail to furnish a sufficient number of traffic and/or pedestrian safety devices, the Agency will place such necessary items and the Contractor shall be liable to the Agency for providing such devices in accordance with the following provisions:

1. For placing of barricades: $5.00 per barricade for the first day or any part thereof and $2.00 per barricade, per day, for each day thereafter or any part thereof. For flashers: $2.50 per flasher for the first day or any part thereof and $1.00 per flasher, per day, for each day thereafter or any part thereof. For traffic cones: $1.00 per cone for each day or any part thereof.

2. In the event that the services of the Agency are required between the hours of 5:00 P.M. and 8:00 A.M., during the normal week or at any time on Saturday, Sunday or a Agency holiday, there shall be an additional charge to the above set forth minimums of $188.00 for each service trip required.

Contractor shall relocate, preserve and maintain the visibility of all existing signs within the project limits which affect the flow of traffic, as directed by the Engineer. Any signs which are damaged or found to be missing during the course of construction shall be replaced by the

Contractor at his expense as directed by the Engineer. All other signs that interfere with the course of work and are not necessary for the safe flow of traffic will be removed and replaced by the Agency. Traffic control signs include Stop Signs, Speed Limit, Parking Restrictions and other regulatory signs.

SECTION 601 – TEMPORARY TRAFFIC CONTROL FOR CONSTRUCTION AND MAINTENANCE WORK ZONES

601-1 GENERAL. A minimum of two (2) lanes (one lane in each direction) shall be maintained at all times for a continuous flow of traffic, except as otherwise approved by the Engineer.

The Contractor shall provide eight (8) Traffic Advisor Portable Changeable Message Signs , two weeks prior to the start of construction. The Traffic Advisor Portable Changeable Message Signs will be located in the following locations: 2 at Artesia, 2 at Western, 2 at Normandie, and 2 at Vermont. The message text will include “ARTESIA CONSTRUCTION WESTERN TO VERMONT” and start date. The Contractor shall maintain those eight (8) Traffic Advisor Portable Changeable Message Signs and shall be responsible for moving and programming the message signs as directed by City during the entire duration of construction.

Lane closures shall be allowed between 8:00a.m. and 4:00p.m. only. No traveled lane shall be closed overnight without prior City approval. Access to private property shall be maintained at all times.

"Temporary No Parking" signs shall be posted no more than 100 feet apart at least 72 hours prior to work. The signs shall be mounted on either 1” x 2” X 3’ high wood stakes, Type II barricades, or 39-inch high delineators. Signs shall not be posted on trees, traffic signal poles, utility poles, streetlights, or any other street furniture. Signs shall be professionally made of moisture-resistant, heavy duty cardboard or other approved material. "Temporary No Parking" signs shall be maintained by the contractor at all times and shall be approved by the Engineer prior to posting. Cover existing street signs as directed by the Engineer.

"Temporary No Parking" signs shall be implemented for one week only (M-F) at a time. Signs shall be removed and reposted each week as needed and approved by the City.

DURING PAVING OPERATIONS, THE CONTRACTOR SHALL PROVIDE INDIVIDUALS AND EQUIPMENT DESIGNATED TO PERFORM AND MAINTAIN TRAFFIC CONTROL ONLY. The Contractor shall furnish, place and maintain all temporary traffic control devices required for the safe and orderly flow of vehicular and pedestrian traffic during construction. All Traffic control shall conform to the California Manual of Temporary Traffic Controls (California M.U.T.C.D.) or Work Area Traffic Control Handbook (W.A.T.C.H. Handbook).

If traffic control measures are not in conformance with these provisions, the project shall be stopped until conformance is attained to the satisfaction of the Engineer.

At locations where excavations are left open overnight, flashing barricades shall be placed along the excavation at a maximum spacing of 20 feet. A minimum of 3 flashing barricades shall be placed at any one excavation.

Temporary striping will be permitted only on base course and pavement to be overlaid. Temporary pavement markings to be placed on new asphalt shall be spaced at 25 ft maximum and shall be removable without damage to the new overlay. Method of temporary markings shall be submitted to the Engineer for approval at the preconstruction meeting.

The Contractor shall submit and obtain written approval of traffic control plans from the Engineer five (5) working days prior to implementing.

Temporary lane closures shall be allowed during working hours specified in these Technical Provisions. Temporary lane closures maintained beyond the normal working hours may have a negative economic effect on the local residential, commercial/industrial business, and traveling public. Unless the Contractor secures prior written approval from the Engineer to maintain temporary lane closures beyond the working hours allowed, the Engineer may deduct a fee from a progress payment or bond for each temporary lane closure maintained beyond the allowed working hours. The fee will be accessed at a rate of Five Hundred ($500) per each travel lane per each thirty (30) minute interval, or fraction thereof as required by the Engineer. In no event will work be allowed past 5 p.m.

Construction Phasing - The order of work, except where otherwise specifically required by the plans and specifications, such as the phasing requirements, shall be determined by the Contractor who shall be solely responsible for coordinating all subcontract and prime contract work to minimize delays during construction.

The Contractor may consider alternate phasing plans if they accelerate completion of the project or provide less disruption during construction. All changes to traffic control and detour plans shall be submitted to the Engineer for approval a minimum of 5 working days prior to commencing work. **Work hours for the various phases are described in each phase below**.

The Contractor shall submit traffic control plans including temporary striping for Engineer's approval no later than 15 days after issuance of NTP for Construction for project. The plans shall be prepared on 24" by 36" paper and shall be prepared by California registered civil or traffic engineer.

The construction shall be per the following general phases and requirements. Contractor may construct phases simultaneously with the approval of the Engineer. The Contractor shall include these sequences in his work progress schedule to be submitted.
edule to be submitted.

Phase 1: Concrete Improvements

A. Remove and construct concrete work (curb and gutter, median curb, curb ramps, sidewalk, and driveways).

B. Adjust affected pullboxes to new finish grade.

C. During working hours, a minimum of two (2) lanes in each direction shall be maintained open in the vicinity of the work. All lanes shall be open at the end of the work day.

D. Work hours shall be from 7:30 a.m. to 4:30 p.m, and is subject to change at City's discretion at no additional cost.

E. For the cross gutter spandrel work location, the cross gutters shall be backfilled and plated with traffic bearing non-skid steel plates at the end of each working day.

F. Provide temporary striping, traffic control, and advisory signs.

G. The Contractor shall maintain ingress/egress access for all streets and driveways.

H. The Contractor shall coordinate with the UPRR representative for concrete work within UPRR Right-of-Way.

Phase 2: Full Depth Asphalt Trench Replacement.

A. Where required in the plans, remove existing pavement.

B. Construct full depth asphalt concrete. Finish pavement surface shall be flush to existing adjacent pavement.

C. During working hours, a minimum of two (2) lanes in each direction shall be maintained open in the vicinity of the work. All lanes shall be open at the end of the work day.

D. Work hours shall be from 7:30 a.m. to 4:30 p.m, and is subject to change at City's discretion at no additional cost.

E. During working hours, the roadway improvements shown on the plans may be closed to through traffic with access maintained for local residents and businesses. All roads project shall be fully open at all other times.

F. Provide temporary striping, traffic control, and advisory signs.

G. The Contractor shall maintain ingress/egress access for all streets and driveways work is required in front of the street or driveway.

Phase 3: Landscaping and Irrigation and Traffic Signal Modifications

A. Construct landscaping and irrigation improvements per plans and specifications.

B. Construct traffic signal modifications per plans and specifications.

C. During working hours, a minimum of two (2) lanes in each direction shall be maintained open in the vicinity of the work. All lanes shall be open at the end of the work day.

D. Work hours shall be from 7:30 a.m. to 4:30 p.m, and is subject to change at City's discretion at no additional cost.

E. Provide temporary striping, traffic control, and advisory signs.

F. The Contractor shall maintain ingress/egress access for all streets and driveways.

Phase 4: Manhole and Water Valve Adjustment, Final Paving and Striping

A. Adjust manholes and water valves to grade.

B. Work hours shall be nighttime 8:00 p.m. to 5:00 a.m, and is subject to change at City's discretion at no additional cost. All lanes closed due to paving should be opened by 6:00am.

C. Provide temporary striping, traffic control, and advisory signs.

D. The Contractor shall maintain ingress/egress access for all streets and driveways.

E. Cold mill 2-inches of existing asphalt pavement and construct 2-inch final asphalt course paving.

F. Upon completion of final paving, the Contractor shall immediately install temporary pavement tabs to maintain centerline and lane line delineation that shall comply with the final striping plans. The Contractor shall begin the final traffic striping within 36 hours of completion of the overlay.

601-4.5 PAYMENT. Payment for TRAFFIC CONTROL shall be at the contract lump sum price for all the items specified above and includes, but not limited to, advisory signing, removal and relocation of existing signage, temporary lane markings, construction restriping and removal, warning signs, delineators, barricades, flagmen, safety equipment, maintenance of traffic control, resident and business notifications, all labor, materials, tools, incidentals, necessary, and preparation of traffic control plans. Progress payment for this item shall be based on the percentage of work under this item completed at the time of billing.

PART 7 – STREET LIGHTING AND TRAFFIC SIGNAL SYSTEMS

SECTION 700 – MATERIALS

700-1 GENERAL.
The City maintains a Traffic Signal Qualified Product List (QPL) included in Section 700-6 of the Special Provisions. The Engineer shall not be precluded from sampling and testing products on this list. The manufacturer of the product on the QPL shall furnish the Engineer a Certificate of Compliance in accordance with subsection 4-5 “Certificate of Compliance” of the Special Provisions for each type of material supplied.

Requests for substitutions shall be in accordance with subsection 4-6 “Trade Names or Equals” of the Standard Specifications and the Special Provisions.

Contractor shall coordinate with City’s inspector for disposition of existing materials and/or equipment to be salvaged, as indicated on the project plans.

700-5 TRAFFIC SIGNAL MATERIALS.
PREFACE: All work and materials shall conform to the "Standard Specification for Public Works Construction", 2015 edition, except as modified by the contract and these Technical Provisions.

10-24. SPLICING.
All conductor splicing shall conform to Section 86-2.09 of the Standard Specifications of the State of California, Department of Transportation, latest edition. All detector loop wire and lead-in cable shall be soldered at every splice or connection.

700-5.8 Detectors.

700-5.8.2 Inductive Loop Detectors. Loop detector wire shall be Type 2 and loop detector lead-in cable shall be Type B per Section 86-1.02F of the State of California, Department of Transportation Standard Specifications, and latest edition.

700-5.1 CONDUIT.

General

Conduit shall conform to the provisions in Section 86-2.05, “Conduit” of the Caltrans Standard Specifications and these Technical Provisions.

Requirements

It is required that all conduit will be installed by directional drill method and be high density polyethylene (HDPE) Schedule 80 UL continuous conduit. HDPE conduit shall be designed and engineered for direct burial, directionally drilled installation, or encased underground applications, and shall be installed at locations as shown on the plans.

The PVC Schedule 80 UL conduit shall be designed and engineered for direct burial or encased underground applications, and shall be installed at the pull box modification locations where conduit elbows are upgraded to sweeps, or as shown on the plans. The PVC conduit shall be straight and the ends shall be cut square to the inside diameter. The PVC conduit system shall be designed so that straight sections and fittings will assemble without the need for lubricants or cement.

All conduits shall be free from defects including non-circularity, foreign inclusions, etc. It shall be nominally uniform (as commercially practical) in color, density, and physical properties.

If new conduit is being installed into an existing pull box location, the Contractor shall protect existing pull box and conduit from damage. Should the existing pull box and/or conduit become damaged, the Contractor shall repair and/or replace damaged pull box and conduit at the cost of the Contractor and not the City. Prior to repair/replacement, the Contractor shall notify the City of exact location and contents of damaged pull box and conduit.

All pavement markings shall be returned to existing conditions. If disturbed, the Contractor shall replace or repair any and all pavement markings. All work shall be approved by the Engineer.

If any new conduits cross any existing oil pipes, specific requirements shall be enumerated to assure compliance within their easement. Contractor shall coordinate with the Utility Company that owns the oil pipes.

The Contractor shall obtain written approval from the Engineer before installing any conduit.

Quality Control

All conduits furnished, as part of the Contract shall be new, UL-listed, and meet NEMA and NEC requirements pertaining to electrical conduits and components.

HDPE Schedule 80 Continuous Conduit

The size of the HDPE conduit shall be as shown on the plans and shall meet the following requirements:

The HDPE Schedule 80 continuous conduit shall conform to NEMA TC-2 and UL651B.

The conduit leading to splice vaults or pull boxes shall be terminated with a manufacture-produced terminator connector to seal the wall of the spice vault/pull box.

The conduit shall be color coded black.

The conduit shall also be marked with data traceable to plant location, date, shift, and machine of manufacture.

Conduit shall be Carlon or Endot made or approved equivalent.

PVC Schedule 80 Conduit

The size of the PVC Schedule 80 conduit shall be as shown on the plans and shall meet the following requirements:

The PVC Schedule 80 conduit shall conform to NEMA TC-2 and UL 651 specifications.

The conduit shall have an extended 6" integral "bell" end.

The conduit shall have a circumferential ring on the spigot end, which shall be used to insure proper insertion depth when connecting conduit ends.

The conduit shall also be marked with data traceable to plant location, date, shift, and machine of manufacture.

A complete line of fittings, adapters, and bends (sweeps) shall be provided by the conduit manufacturer and shall be manufactured from the same materials and manufacturing process as the conduit. The complete system will allow for all these fittings: Coupling Kits, Manhole Terminator Kits, Lubrication Fittings, and Repair Kits.

Conduit shall be Carlon or Endot made or approved equivalent.

Installation

Boring or drilling methods shall be used for the installation of new conduit, as trenching in pavement method is not allowed unless previously approved by City Engineer.

Rigid metal drill rod to be used as a drilling or jacking rod for new conduit shall be fitted with suitable drill bits for the size as approved by the Engineer. Conduit runs shall be installed continuous in same type material from the beginning to the terminating end of the run.

Conduits terminating in “Signal Interconnect” pull boxes shall utilize 45° bend elbows rather than 90° elbows.

Conduit runs are shown on the plans in schematic form only. The actual installation shall be completed in the most direct manner possible without interfering with existing underground facilities. The Contractor shall locate all interfering underground utilities as required by the State Standard Specifications to facilitate the installation of the conduits in the most direct manner, and minor changes will not constitute extra work.

All conduit ends shall have an approved bell bushing installed.

Non-metallic conduits without a grounding conductor shall have a bare #8 AWG solid copper wire that shall terminate at each pull box and at the ends of conduit runs. Eighteen (18) inches of the solid copper wire shall be coiled in each pull box. After conductors have been installed, the ends of conduits terminating in pull boxes; the controller cabinet or other terminating facilities shall be sealed with an approved type of sealing compound (duct seal only).

700-5.2. PULL BOXES.

General

Pull boxes shall conform to the provisions in Section 86-2.06, “Pull Boxes” of the Caltrans Standard Specifications and these Technical Provisions.

Pull Box and Pull Box Cover

Pull boxes shall conform to the provisions in the latest version of the Caltrans Standard Specifications and Standard Plan ES-8 and these Special Provisions for TRAFFIC pull boxes.

All new TRAFFIC pull boxes shall be pull box number 6 (PB#6), or pull box number 6 with extension (PB#6E), or pull box number 6 traffic rated (PB#6(T)) as noted on the Plans. PB#6 shall have nominal dimensions of 36 inch L x 24 inch W x 12 inch D, as stated in these Special Provisions and per the Plans. PB#6E shall have nominal dimensions of 36 inch L x 24 inch W x 24 inch D, as stated in these Special Provisions and per the Plans. PB#6(T) shall have nominal dimensions of 36 inch L x 24 inch W x 12 inch D, and shall have a steel lid rated for regular traffic as stated in these Special Provisions and per the Plans.

Pull boxes shall be provided with locking mechanisms as specified in the Caltrans Standard Plans. Fastening type shall be hex head nut / bolt.

Where pull boxes are installed in sidewalk, sidewalk shall be removed and replaced from score line to score line as directed by Engineer.

Pull boxes and covers in the sidewalk or behind the curb shall be per below, Christy "Fiberlite" models, or Engineer approved equivalent, unless otherwise noted on the Plans.

Size	Approved Models
#5 Box	Christy N30 Electrical Box
#5 Lid	Christy FL30T
#6 Box	Christy N36 Electrical Box
#6 Lid	Christy FL36T
#6 Box (Traffic Rated)	Christy B1730
#6 Lid (Traffic Rated)	Christy B1730-51JH
#6E Extension	Christy B36X12

Covers for pull boxes, except for ceiling pull boxes, shall be marked as follows:

“TRAFFIC SIGNAL”: Where pull box contains traffic signal conductors with or without street lighting conductors. Traffic signal conductors include all field wiring, and loop detector conductors and video coaxial cables.

“TRAFFIC S.I.C.”: Traffic Signal Interconnect copper cable or Communications cable.

“TRAFFIC F.O.”: Traffic Signal Interconnect Fiber Optic Communications cable.

“STREET LIGHTING”: Where a pull box contains street lighting conductors only. “HIGH VOLTAGE” shall be added where street lighting voltage is above 600 volts.

“TELEPHONE”: Where pull box contains telephone conductors only.

"EDISON": Where pull box contains Southern California Edison Company conductors.

Installation Requirements

Any area disturbed by Contractor at/near an existing pull box shall have pull box replaced new.

Grouting is required at the bottom of all pull boxes, unless otherwise specified by Engineer.

Within the pull box, the conduit shall be placed in a manner such that the lowest portion of the opening shall be a minimum of two (2) inches above the grouted bottom of the pull box, and the upper portion of the opening shall be a minimum of eight (8) inches from the top of the pull box.

The conduit shall also be placed in a manner that will allow any cables/wires to be pulled in a straight line and clear the side of the pull box by a minimum of two (2) inches (angle of exit.)

All broken or damaged pull boxes and pull box lids shall be replaced and adjusted to grade. No new or existing pull box shall be located within one (1) foot of any curb ramp.

Contractor shall install new pull boxes in order to complete the new traffic signal system as specified on plan(s). The Contractor may, upon approval and at his expense, install additional pull boxes to facilitate his work. New pull boxes shall be placed with their tops flush with surrounding finish grade.

700-5.3. TRAFFIC SIGNALS.

General Requirements

The contract requires completion of all work in accordance with these technical specifications and, where applicable, the Caltrans Standard Specifications, October 2018; and the Caltrans Standard Plans, October 2018, or the most recent editions, thereof.

Furnishing and installing traffic signals, highway lighting, and sign illumination systems, shall conform to the provisions in Section 86, "Signals, lighting and Electrical Systems" of the State Standard Specifications, and State Standard Plans dated October 2018, and these Special Provisions. The State Standard Specifications shall hereinafter be referred to as the SSS and the State Standard Plans will hereinafter be referred to as the SSP.

In addition to the regulations and code specified in Section 86-1.03, "Regulations and Code," of the SSS, all work and materials shall be in accordance with the Regulations of the Southern California Edison Company pertaining to service equipment and installations thereof.

Reference Specifications and Standard Plans

1. Standard Specifications Except as modified herein, materials and installation shall conform to the California Standard Specifications, October 2018. All references in this section to "Standard Specifications" shall be understood to be referenced to the California Standard Specifications.

2. Standard Plans Except as modified herein, all references in this section to "Standard Plans" shall be understood to be referenced to the California Standard Plans, October 2018.

3. Codes, Ordinances and Regulations All electrical materials and equipment furnished and installed under this section shall conform to the referenced regulations and codes

specified in Section 86-1.02 of the Standard Specifications, and to all other ordinances and regulations of the authorities having jurisdiction.

When reference is made to the Code, Safety Orders, General Orders, or Standards, reference shall be construed to mean the Code, Order or Standard in effect on the date set for receipt of bids.

Description

Furnishing and installing traffic signals and highway lighting systems and payment therefore shall conform to the provisions in Section 86, "Signals and Lighting", of the Standard Specifications (dated October 2018) and the Standard Plans of the State of California, Department of Transportation (dated October 2018) and these special provisions.

Removing, Reinstalling or Salvaging Electrical Equipment

Hauling and stockpiling of salvaged material off the right-of-way, as directed by the City Engineer, shall be included in the lump sum price for signal construction.

All salvaged equipment shall be returned to the City of Gardena Public Works Department at the following address:

1717 W 162nd St
Gardena, CA 90247
(310) 217-9568

Installation

When new conductors are to be added or existing conductors are to be removed from existing conduit, all conductors shall be removed; the conduit shall be cleaned as provided in Section 86-2.05C, “Installation”; and both old and new conductors, as shown on the plans, shall be pulled into the conduit as a unit.

As-Built Prints

A set of blueline prints and a set of specifications will be kept at all times at the job site, on which all changes or variations in the work, including all existing utilities are to be recorded, in red, and/or corrected daily, and submitted to the Construction Manager (CM) when the work to be done is complete. These "As-Built" prints shall also indicate, in red, all deviations from the contract plans, such as: location of poles, pull boxes and runs, depths of conduit, number of conductors, and other appurtenant work.

700-5.4. FOUNDATIONS.

Foundations shall conform to the provisions in Section 86-2.03, "Foundations," of the SSS, and these Special Provisions.

The Contractor shall mark the location of all foundations, including poles, controllers, and service enclosures, and allow the City Engineer 48 hours to review and approve the locations.

700-5.5. STANDARDS, STEEL PEDESTALS AND POST.

Signal pole equipment shall conform to the provisions in Section 86-2.04, “Standards, Poles, Steel Pedestals, and Posts,” of the CALTRANS Standard Specifications and these Technical Provisions.

Contractor is responsible for supplying and installing new signal pole material and equipment called out on project plan(s).
New standards shall be installed with three (3) feet minimum clearance between the pole face and curb face, unless otherwise shown on Plans or approved by Engineer. Standards shall be set at (2) inches above grade in all existing or future sidewalk grades and/or unpaved areas. Contractor is required to pour a (4) inch thick concrete cap that is (1) foot wider than the standard base plate.

Pipe Tenons shall be provided as detailed on Standard Plan ES-7M, "Electrical Systems (Signal and Lighting Standards Details No. 1)". Mid-tenon shall not be constructed when noted on pole schedule.

In addition to identifying each new pole shaft as detailed on ES-7M of the State Standard Plans, the Contractor shall also identify each signal and luminaire mast-arm. The stamped metal identification tag shall be located on the signal or luminaire mast-arm near the butt end and shall contain the same information required by ES-7M. All pole tags shall include name of the manufacturer and shall be visible from the road surface.

New standards shall not be erected or installed until the new concrete foundations have set at least one week (7 days) and all new conduit, pull boxes, wiring, and other underground installation is complete and in place; and new signal faces, signs, and other materials required to complete the installation in its entirety have been inspected, and are in the Contractor's possession and available for immediate installation.

If applicable, all salvaged equipment not identified to be salvaged to the City shall become property of the Contractor, unless otherwise specified on plan.

If applicable, Contractor, at his/her own expense, shall arrange for the filling of any unused holes left in the pole shafts and signal or luminaire arms after drilling, with a full thickness galvanized metal disk welded to the pole or arm. Grind, sand, and paint with cold galvanized material.

The cost of removing, supplying, installing, and transportation of each standard, steel pedestal and post, and anchor bolts shall be included in the bid item price paid for the traffic signal work, and no additional compensation shall be allowed therefore.

700-5.6. CONDUCTORS AND WIRING.

Conductors and cables shall conform to the provisions of Section 86-2.08, "Conductors and Cables," and wiring shall conform to the provisions of Section 86-2.09, "Wiring," of the State Standard Specifications and these Technical Provisions.

Signal cable shall be installed continuously and without splices between terminal block and signal cabinet, unless otherwise approved by the Engineer or his field representative. As indicated in the California MUTCD, Table 4D-107 (CA), Available Conduit Area, as a practical limit, conductors and wiring on projects for new installations should be installed to meet the 26% conduit fill limitation. Projects for existing conduit should be installed to meet the 35% conduit fill limitation.

Nylon jacketed conductors shall not be used. Conductors No. 8 AWG and larger shall be stranded. Plastic conduits containing power circuit conductors shall have a bare No. 8 AWG solid grounding copper conductor that shall terminate at each pull box at the ends of the conduit run.

Splices shall be Type C as shown on State Standard Plan ES-13A, insulated by Method B.

Conductors No. 10 AWG or larger shall be spliced by the use of “C” shaped compression connector, and soldered.

Signal cable shall be installed for phase wiring in lieu of individual conductors, unless otherwise shown on the plan(s).

700-5.7. SIGNAL INTERCONNECT CABLE.

As shown on the Plans, existing signal interconnect is to be re-used and re-pulled into new conduit.

Signal Interconnect Cable (SIC) shall be 6-pair No. 22 gauge, unless otherwise shown on plan(s). Interconnect cable shall conform to the REA PE 22 Specification. Conductors with THHN and THWN installation shall not be used. Cable shall have polyethylene insulation, mylar sheathing and aluminum shielding. Cable shall be multi-colored twisted-pair cable with twelve #22 AWG copper conductors and shall use standard telephone color code.

Interconnect cable shall be installed continuously between intersection controller cabinets, as noted on plan(s). Splicing of signal interconnect cable will not be allowed. A minimum of (10) feet of SIC slack shall be provided in each pull box and shall not be coiled in a circular pattern.

Termination of SIC in controller cabinet shall be on TB0-1 to 12. Contractor shall make interconnect connections as directed by Engineer.

Permanent waterproof cable identification tags indicating where the direction SIC is coming from shall be attached to each cable end.

Contractor shall test the communication back to City Hall.

700-5.8. FIBER OPTIC CABLE.

As shown on the Plans, existing fiber optic is to be re-used and re-pulled into new conduit. Existing fiber patch panels shall be relocated to new signal cabinets. Contractor shall test communication back to City Hall.

700-5.9. BONDING AND GROUNDING.

Bonding and grounding shall conform to the provisions in Section 86-2.10, “Bonding and Grounding” of the SSS, and these Special Provisions.

Grounding jumper shall be attached by a 3/16," or larger, brass bolt in the single standard or controller pedestal and shall be run to conduit, ground rod, or bonding wire in adjacent pull box.

Grounding jumper shall be visible after cap has been poured on the foundation.

700-5.10. SERVICE.

Electrical service shall conform to the provisions in Section 86-2.11, “Service,” of the CALTRANS Standard Specifications and these Technical Provisions.

Unless otherwise noted on plan(s), Contractor shall install new 120/240V modified Type III-BF service cabinet made of corrosion resistant 0.125" natural aluminum with exterior raw aluminum finish to match the controller cabinet. All exterior hinges shall be piano-type stainless steel.

The 120/240V service equipment wiring shall consist of a 120V non-metered circuit for safety luminaires, and a 120V metered circuit for the traffic signal. A 40-amp metered signal breaker, non-metered 30-amp lighting breaker, and a metered 15-amp IISNS breaker and (2) 15-amp photocell control breakers shall be provided from the service panel. Provide (2) 3-pole 65-amp contactors and (2) test switches for lighting and IISNS.

Photoelectric controls shall conform to the provisions in Section 86-6.11, "Photoelectric Controls", of the Caltrans Specifications and these Technical Provisions. Two delayed response Type V photoelectric controls and test switches shall be provided for lighting and IISNS. Two (2) photoelectric window shields shall be installed on service cabinet. A shield shall be provided over the sensor openings to prevent direct light sources, such as vehicle headlights, from affecting the switching mechanism.

Service shall be TESCO CLASS 28-105, or approved equal. Service cabinet shall meet Eurserc 308 and the requirements of the serving utility. The service cabinet shall bear a UL508 industrial control panel for service entrance equipment. The cabinet shall be completely pre-wired in the factory. Wiring shall conform to NEMA IIB standards showing external connections and external equipment.

Service equipment enclosures shall conform to the following, unless otherwise shown on plan(s):

1. 120/240 volt, Type III-BF (modified) meter service, as indicated on the plan.
2. Circuit breakers shall be industrial grade, Westinghouse Quicklag C, or approved equal.

Circuit breakers required:

1 - 100 Amp 3-pole	(240V signal main, lighting main)
1 - 30 Amp 1-pole	(120V spare - metered)
1 - 30 Amp 1-pole	(120V safety lighting - unmetered)
1 - 50 Amp 1-pole	(120V signal circuit - metered)
1 - 15 Amp 1-pole	(120V safety lighting photoelectric control circuit-unmetered)
1 - 20 Amp 1-pole	(120V IISNS circuit - metered)
1 - 20 Amp 1-pole	(120V IISNS photoelectric control circuit)

Circuit breakers and test switches shall be marked with identifying labels for each circuit breaker.

Type V photoelectric control contactor and test switch assembly shall be installed in the service cabinets. Photoelectric control contactors shall be as follows:

Luminaires - (1) 3-pole 65-amp
IISNS - (1) 3-pole 65-amp

Photoelectric control assembly for the IISNS and lighting shall be installed within the circuit breaker compartment of the service cabinet enclosure, and accessible to the City after installation of electrical meter.

If service equipment cabinet designs deviates in any way from these technical provisions or the details shown on the plans, details of such deviation shall be submitted to the Engineer for review and approval before fabrication of the contract cabinet(s).

If deemed necessary by the Engineer, one complete prototype cabinet shall be delivered to the Engineer for review at least (15) days before fabrication of the contract fixtures. The prototype cabinet will be returned to the Contractor, and if permitted by the Engineer, the cabinet may be installed in the work.

The Contractor shall arrange with the Southern California Edison Company for final electrical service connections in conformance with the requirements of said utility and these Technical Provisions and shall pay all required contractor-related costs and fees required by the utility.

The Contractor shall notify the Engineer in writing at least (15) calendar days in advance of the date on which he desires any service connections or disconnects to be made. The Contractor shall be entitled to no extension of time or other compensation for any delay to this operation resulting from his failure to give the prescribed notification.

It shall be the Contractor's responsibility to verify the location of, and to make arrangements for providing the necessary electrical connections for the traffic signal and lighting systems. The City will be responsible for the costs from the electrical utility provider.

City will pay all connection fees and sign authorization for power connection.

The bid item price for traffic signal work shall include the costs to provide electrical service(s), all necessary hook-ups, breakers, conduit and conductors, labor, materials, tools, and equipment necessary to install the service in place as shown on plans, and no further compensation shall be allowed therefore.

700-5.11. SERVICE CABINET FABRICATION

Maximum width 16" maximum, height 48" maximum, depth 17" maximum. Cabinet shall be fabricated from raw aluminum, with no protruding cabinet hood extensions.

The exterior of the cabinet shall be raw aluminum finish.

There shall be no exposed nuts, bolts, screws, rivets or other fasteners on the exterior.

Cabinets shall be equipped with a Corbin No. 2 locking system.

Cabinet shall have 2,000-pound stress-rated steel hasp, welded to the cabinet and door.

Distribution and control panel shall have separate hinged deadfront panels with ¼ latch and knurled knobs.

Breaker compartment shall have a safe barrier from the control compartment.

Removable back pan shall be mounted on (4) welded ¼" studs.

All circuit breakers shall be installed in a vertical position, handle up for "On" and handle down for "Off".
Circuit breaker shall be industrial grade, Westinghouse Quicklag C, or approved equal.

All main bussing shall be UL approved copper THN cable bussing fully-rated for 125 amps.

700-5.12. TESTING

Testing shall conform to the provisions in Sections 86-2.14B and 86-2.14C, "Field Testing," and "Functional Testing", respectively, of the Caltrans Standard Specifications and these Technical Provisions.

The Contractor will be responsible for all the costs involved in testing the controller cabinet assemblies, including transportation to and from the testing facility. Contractor is responsible for ordering and purchasing the controller cabinet assembly as specified in the following Section 86-3, “CONTROLLER ASSEMBLIES”.

The Contractor shall submit the wiring schematic of the controller cabinet assembly for approval once design is completed (before assembly) to the City Engineer, City of Gardena, 1717 W. 162nd Street, Gardena, CA 90247.

The Los Angeles County Department of Public Works, Traffic and Lighting Division shall conduct testing of the controller and cabinet. The Contractor shall be responsible for supplying and delivering the new equipment to Los Angeles Department of Public Works testing Laboratory. Contact person James Martinez (626) 458-1708 Ext 1674. **Contractor shall pay for the cabinet and controller testing and will arrange to authorize the testing of the cabinet by the L.A.C.D.P.W.**

When completed, Contractor shall install new equipment at job site according to the Plans and Specifications.

Contractor shall be responsible for all damages sustained as a result of the delivery and installation of the controller cabinet from the lab to the job site. Any corrective action prior to final acceptance in the field shall be performed at the Contractor's expense.

Unless otherwise set forth in the Special Provision, any delays in work sustained as a result of delay in initial cabinet manufacturing and delivery may be subject to time extension at the written request from the Contractor.

In addition to the five days of continuous satisfactory operation, called for in Section 86-2.14C, "Functional Testing," of the CALTRANS Standard Specifications, five more days of satisfactory operation will be required when the signal system is connected to the Master System Controller.

The conflict monitor unit (CMU) shall be modified/tested in the field before "turn-on".

The Contractor shall arrange to have a field representative from the City, a City signal technician, a knowledgeable technician for the manufacturer of the traffic signal controller/cabinet assembly, and a representative from the video detection system and emergency vehicle detection system manufacturers, present at the time of the traffic signal turn-on. The representatives shall be fully-qualified to work on their respective traffic signal equipment. The manufacturer’s representative and City staff shall be notified at least seven (7) working days prior to intersection turn-on.

The turn-on of the traffic signal system shall not be made on a Friday or the day preceding a legal holiday; if it is on a Monday, notification to the City Engineer shall be made no later than the Thursday prior to the turn-on. **Turn-on shall begin before noon of the approved day.**

Loops shall be meggered at time of installation and before application of hot melt sealant in the presence of a City technician. The insulation resistance shall not be less than 100 megohms on all interconnect and loop circuits and 50 megohms for power circuits when the

megger tests are performed. Testing shall not be conducted until all control and/or sensor units and probes have been disconnected from the circuit.

700-5.13. CONTROLLER ASSEMBLIES

Solid-state traffic actuated controller units, cabinets and auxiliary equipment shall conform to the provisions in Section 86-3 “Controller Assemblies” of the CALTRANS Specifications, these Technical Provisions and NEMA TS-2 standards.

The following paragraphs shall be added to Section 86-3.04:

All new controller cabinets, controller assemblies, and ancillary equipment shall be furnished and installed by the Contractor unless noted otherwise on the plans.

Model 2070 ATC controller assemblies shall conform to the requirements in "Transportation Electrical Equipment Specifications," (TEES) and "Traffic Signal Control Equipment Specifications" (TSCES), issued by the Department, and to all addenda thereto current at the time of project advertising. A wired Type 332 cabinet and all auxiliary equipment required to control the system as shown on the plans, and as specified in the Standard Specifications and in these Technical Provisions shall be provided. The controller cabinet housing shall be aluminum with a raw aluminum finish. Cabinet assembly shall be system ready and furnished with a Model 400 modem, a modem interconnect harness, and a GPS time-source. The traffic signal controller cabinet will be furnished with Corbin No. 2 locksets.

The following paragraphs shall be added to Section 86-3.03:

The new traffic signal controller shall be a Model 2070 ATC with the McCain Omni Program. The traffic signal controller assembly shall be furnished with a C21 Interconnect module and a 2070-1E Ethernet card.

700-5.14. EMERGENCY VEHCILE PRE-EMPTION

Replace with the following:

A complete, functioning Opticom (tm) emergency vehicle preemption (EVP) system, by Global Traffic Technologies (GTT), or approved equal, shall be furnished and installed by the Contractor, as indicated on Plan(s). The transmitting equipment is not included in this Contract. Existing optical detectors shall be re-used and re-located as indicated on Plan(s).

EVP equipment to be furnished and installed by the Contractor includes, but is not limited to, the following:

- (Qty-1) GTT Model 764 rack-mounted phase selector.
- (Qty-2) GTT Model 711 and (Qty-1) 722 optical detectors, or approved equal, for each approach as shown on Plan and as directed by the City Engineer.
- GTT Model 138 detector cable.

The system shall be designed to prevent simultaneous preemption by two or more emergency vehicles on separate approaches to the intersection.

The optical detector shall be mounted on the indicated signal mast arm by an approved mast-arm clamp. The detector shall not be mounted on the signal head.

Emergency vehicle preemption sequence of operation shall be approved by the City Engineer prior to timing and turn-on of signals.

It shall be the responsibility of the Contractor to have a knowledgeable representative from the manufacturer of the emergency vehicle preemption equipment present for the first day of the traffic signal lighting function test, to insure proper installation and functioning of the EVP equipment.

The optical detector shall be a lightweight, weatherproof, adjustable, uni- or bi-directional optical detector assembly as indicated on plan. Internal circuitry shall transform optical energy from the optical emitter assembly into electrical signals for delivery via optical detector cable to the phase selection equipment.

The optical detector cable shall be a durable, shielded, 3-conductor cable with a drain wire and the necessary electrical characteristics to carry power to the optical detector from the phase selector and to carry the optical detector signal to the phase selector. It shall conform to the requirements of the manufacturer of the phase selector and optical detector.

The EVP phase selector shall be installed in the traffic signal controller cabinet. The phase selector shall interface with the signal controller and provide the following functions while not compromising the control equipment fail-safe provisions:

Sufficient power to all optical detectors required for the intersection.

Sensitivity to the optical detector signal via adjustable range potentiometers.

Differentiation of signals by optical detectors from one or more emitters on a first-come, first-serve basis.

Outputs to the controller in order to cause selection of the desired phase green display for the approaching emergency vehicle.

Smooth transition to non-priority signal operation upon passage of the vehicle through the intersection.

The Contractor shall provide a vehicle equipped with an emitter to test and verify satisfactory operation of the EVP system.

700-5.15. LED LUMINAIRES

Luminaires shall conform to the provision in Section 86-6, “Lighting” of the SSS, the approved Caltrans LED Lighting Purchase Specification and these Special Provisions. Each luminaire shall consist of an assembly that utilizes LEDs as the light source. In addition, a complete luminaire shall consist of a housing, LED array, and electronic driver (power supply).

LED Lamps shall be CREE STR-LWY-3M-HT-02-06 (250W equivalent) or approved equal.

Each luminaire shall be rated for a minimum operational life of 63,000 hours. Each luminaire will operate at an average operating time of 11.5 hours per night. Each luminaire is expected to have a minimum operational life of 180 months (15years).

The luminaires to be installed shall be 120 volt with integral constant wattage ballast and detachable power unit assemblies. The power unit assemblies shall contain the ballast, starter board, capacitors, and a heavy duty terminal block.

The luminaire on-board circuitry shall include surge protection devices (SPD) to withstand high repetition noise transients as a result of utility line switching, nearby lightning strikes, and other interference.

The luminaire shall be operationally compatible with currently used lighting control systems and photoelectric controls as detail in Standard Specification 86-6.07.

The luminaire shall provide true ninety-degree (90 degree) cutoff with no light emitted above the horizontal. The lower edge of the luminaire housing shall extend below the light source and all glassware. Glare shields external to the luminaire will not be accepted.

The luminaire optical assembly shall be sealed, watertight, and filtered to prevent contamination from infiltration of gaseous and particulate matter. The lamp socket shall be factory preset to produce a medium cutoff IES Type III light distribution.

When the components are mounted on a down opening door, the door shall be hinged and secured to the luminaire housing separately from the refractor or lens frame. The door shall be secured to the housing in a manner to prevent its accidental opening. A safety cable shall mechanically connect the door to the housing.

The manufacturer shall provide a warranty against loss of performance and defects in materials and workmanship for the luminaires for a period of 84 months after acceptance of the luminaires. Replacement luminaires shall be provided promptly after receipt of luminaires that have failed at no cost to the City. All warranty documentation shall be given to the City.

700-5.16. VEHICLE SIGNAL FACES AND SIGNAL HEADS

Vehicle signal faces, signal heads, and auxiliary equipment, as shown on the plans and the installation thereof, shall conform to the provisions in Section 86-4.01 to 86-4.05 of the CALTRANS Standard Specifications and these Technical Provisions.

All signal heads shall be new, supplied by the same manufacturer, and shall be made of metal with 12-inch diameter Dialight, or approved equal, LED modules, with one-piece metal backplates. Elbow fittings shall be bronze.

All new signal indications shall utilize light emitting diode (LED) signal modules. All LED signal modules shall conform to Section 86-4.01D, “Light Emitting Diode Signal Module,” of the Caltrans Standard Specifications and these Technical Provisions.

All optical vehicle signal indication units shall be of the light emitting diode (LED) type. The new LED module units provided shall be manufactured by Dialight Corporation, or approved equal, as listed on the Caltrans Pre-Qualified Product List as of the date of the project bid opening. The list is available on the Caltrans Internet Website at:

http://www.dot.ca.gov/hq/esc/approved_products_list/pdf/led_traffic_signals.pdf.

All LEDs provided for the project shall include an 8 ½” x 11” list of specific manufactured dates and serial numbers for each LED module.

A written fully-detailed sales order acknowledgement from the vehicle and pedestrian head assembly supplier shall be submitted to the City indicating that all orders have been placed and acknowledged and setting forth the dates that each item will be delivered.

Submitted sales order acknowledgements shall be approved by the City or its representative and shall be the only material or equipment used on this contract. All traffic signal heads, mountings, and hardware shall be new, fully-assembled by the designated supplier, and include the installation of LED modules. Contractor shall not fabricate or assemble traffic signal heads or mountings, and shall only install them on the poles supplied per plan.

Where a signal face is to be supported by a Type MAS side attachment slip-fitter inserted between 2 signal sections, a spacer or spacers shall be placed between the 2 sections. The vertical dimension of spacers shall permit proper seating of the serrations between the slip-fitter and the 2 sections. Holes in spacers shall align with front holes in the section housings.

In addition to the fastening through the large openings in the housing, the 2 sections shall be joined with at least 2 bolts through the holes near the front of the housings and spacers, and through matching holes in a reinforcing plate installed within each housing.

Spacers shall be made of same material as signal housing. Reinforcing plates shall be aluminum with a minimum thickness of 0.125-inch and shall be painted to match housing. Bolts for joining signal sections shall be stainless steel or cadmium-plated steel with round or binder heads.

In addition to Section 86-4.04, "Signal Mounting Assemblies," of the Caltrans Standard Specifications, the following provisions shall apply whenever a terminal compartment is required:

The terminal block shall be mounted vertically and to the side of the cable inlet guide. Sufficient lateral spacing shall be provided to allow pulling and connecting of incoming conductors without removal of the terminal block mounting screws. A minimum of one (1)-inch clearance shall be provided between the terminal block and all inside walls of the terminal compartment.

With the door open, there shall be a minimum of ten-by-four-inch (10" x 4") access to the terminal compartment for connection and inspection of the terminal block. The door shall be equipped with a neoprene gasket, permanently secured, to prevent water from entering the terminal compartment and captive screws for securing door. The mounting bolt spacing and cable guide location shall be as dimensioned on drawing ES-4D of the Caltrans Standard Plans.

700-5.17. PEDESTRIAN SIGNALS

Pedestrian signals shall conform to the provisions in Section 86-4.05, “Pedestrian Signal Faces,” of the State Standard Specifications and these Technical Provisions.

Pedestrian signals shall be Type C with egg crate type screens and shall be of the International symbol type. The pedestrian head housing and door shall be green and made of metal with no plastic parts, and shall be 16 inches by 18 inches. Pedestrian signals shall be of the Dialight Corporation uniform appearance countdown type, Part #430-6479-001X (ITE compliant), or approved equal.

Pedestrian signal ground wires shall not have splices between the poles and the controller cabinet. All pedestrian signal ground wires shall be joined and grounded within the controller cabinet.

700-5.18. PEDESTRIAN PUSH BUTTONS

Pedestrian push button assemblies and detector loops shall conform to the provisions of Section 86-5, “Detectors,” of the State Standard Specifications and these Technical Provisions.

New pedestrian push buttons shall be ADA compliant (50mm diameter), Type B, Polara Bulldog No. BDL3-B (momentary, non-latching), or approved equal, with a stainless steel button, black body on a green frame. Pedestrian push button signs shall conform to the details shown on the plans. Fasteners used shall be stainless steel tamper proof screws for pedestrian push-button assemblies. Pedestrian calls to the controller shall be independent, by phase, and not as concurrent thru-phase pairs. Pedestrian signal ground wires shall not have splices between the poles and the controller cabinet unless approved by the Engineer or his representative in the field. All pedestrian signal ground wires shall be joined and grounded within the controller cabinet.

Touchless Accessible Pedestrian Push Buttons

Pedestrian push button assemblies and detector loops shall conform to the provisions of Section 86-5, “Detectors,” of the State Standard Specifications and these Technical Provisions.

New pedestrian push buttons shall be ADA compliant (50mm diameter), Type B, Polara Bulldog No. BDL3-B (momentary, non-latching), or approved equal, with a stainless steel button, black body on a green frame. Pedestrian push button signs shall conform to the details shown on the plans. Fasteners used shall be stainless steel tamper proof screws for pedestrian push-button assemblies. Pedestrian calls to the controller shall be independent, by phase, and not as concurrent thru-phase pairs. Pedestrian signal ground wires shall not have splices between the poles and the controller cabinet unless approved by the Engineer or his representative in the field. All pedestrian signal ground wires shall be joined and grounded within the controller cabinet.

APS must be on the Authorized Material List for Accessible Pedestrian Signals or Touchless Accessible Pedestrian Signals.

An APS must comply with the *California MUTCD*, chapter 4E, and must:

1. Have an audible speech message that plays when the push button is actuated. The accessible pedestrian signal must have at least 5 audible message options.
2. Have a push button locator tone that clicks or beeps.
3. Allow the pushbutton to activate the pedestrian phase during any failure of the APS features.
4. Have a controllable and programmable volume level and messaging.
5. Be weatherproof and shockproof.
6. Weigh 7 lb maximum.
7. Measure 16 by 6 by 5 inches, maximum.
8. Have a switch for a push button.
9. Have a vibrotactile device on the push button or on the arrow.
10. Have an internal weatherproof speaker.
11. Have a microphone that senses the ambient sound level.
12. Include touch-free technology.

Theft-proof bolts used for mounting the enclosure to the standard must be stainless steel with a content of 17 percent chromium and 8 percent nickel. The enclosure must be shaped to fit the pole's curvature.

The color of a metallic housing must match color no. 33538 of AMS-STD-595.

The color of a plastic housing must match color no. 17038, 27038, or 37038 of AMS-STD-595.

The separation between adjacent holes used for conductors and mounting must be at least twice the diameter of the larger hole.

The speaker grills must be located on the surface of the enclosure. The speakers must not interfere with the enclosure or its mounting hardware.

The signal interface cable between the APS and the pedestrian signal head must be rated for outdoor use and have a:

1. Four no. 18 stranded tinned copper conductors with a minimum insulation thickness of 15 mils
2. Cable jacket with a minimum thickness of 20 mils and rated for a minimum:
   2.1. 300 V(ac)
   2.2. 176 degrees F
3. Nominal outside diameter less than 350 mils
4. Conductor color code of black, white, red, and green

Touch-free technology must:

1. Activate a pedestrian phase when a pedestrian hand motion is detected during a set time interval
2. Have user adjustable detection area and time interval parameters
3. Detect the pedestrian hand motion up to a 6-inch range from the face of the sensor within a minimum ± 45-degree cone zone from the center of the sensor.

700-5.19. ROADSIDE SIGNS

A. Remove Roadside Signs

Existing roadside signs to be removed at locations shown on the plans shall be removed and disposed of outside the public right-of-way.

Existing roadside signs shall not be removed until replacement signs have been installed or until the existing signs are no longer required for the direction of public traffic, unless otherwise directed by the City Engineer.

B. Relocate Roadside Signs

Existing roadside sign shall be removed and installed at new locations shown on the plans. Each roadside sign shall be installed at the new location on the same day said sign is removed from its original location.

Existing street name signs shall be relocated to the new traffic signal pole and mounted just above the mast arm bracket attachment.

C. Install Roadside Signs

Roadside signs shall be installed at the locations shown on the plans or where directed by the Construction Manager, and shall conform to details shown on the plans and the provisions in Section 56-2, "Roadside Signs", of the Standard Specifications.

700-5.20. VEHICLE LOOP DETECTORS

All vehicle inductive loop detector locations shall be approved by Engineer, or his representative, in the field prior to installation. Loops shall be centered in the lane, unless

otherwise indicated on the plan(s). Type E inductive loop detectors shall be per City Standard Plan ST-24 or Caltrans Standard Plan ES-5A & ES-5B as shown on the plans and shall be six feet in diameter and spaced 10' apart, unless otherwise indicated. The front loops shall be installed at the limit line, unless otherwise indicated. New detector loops shall be wired in series and shall be installed on the same day in which the loop slots are cut. This shall include placement of the loop conductors and slot sealant. The sides of the slot shall be vertical and the minimum radius of the slot entering and leaving the circular part of the loop shall be (2) inches. Slot width shall be a maximum of 5/8-inch. Loop detector lead-in cables (DLC) shall be 2-pair Type B. Loop detector wires shall be Type 2. Each loop shall be capable of accepting two (2) or more sensor units.

All loop detectors as dimensioned on the plans shall have four (4) turns minimum, unless otherwise indicated in the Standard Plans. All homerun loop wires shall be in the crosswalk area unless otherwise indicated. Slot sealant shall be Hot-Melt Rubberized Asphalt Sealant and conform to the provisions of Section 86-5.01A(4) "Installation Details," of the Caltrans Standard Specifications and as directed by the Engineer or his representative in the field.

Loops shall be meggered before termination within the presence of a City technician. The detectors shall be tested with a motor-driven cycle, as defined in the California Vehicle Code, which is licensed for street use by the California Department of Motor Vehicles. The unladen weight of the motor vehicle shall not exceed (220) pounds, and the engine displacement shall not exceed (100) cubic centimeters. Special features, components or vehicles designed to activate the detector will not be permitted.

The motor-driven cycle shall be driven through the response or detection area of the detector at not less than (3) miles per hour, nor more than seven (7) miles per hour. The detector shall provide an indication in response to this test. In testing a vacant loop, any drift that exceeds an average of more than (1) Hz/minute shall be cause for rejection.

700-5.20.1. CALTRANS OWNED VEHICLE LOOP DETECTORS

Prior to commencement of work, if loop detectors are to be damaged, a 7-day notice shall be provided to the State Electrical Inspector to arrange modifications to traffic signal operations. Work shall not commence without State Electrical Inspector approval.

Permittee shall provide, any temporary wiring, signal equipment, or service connections required at their own expense, to keep the existing traffic signal system in effective operation duration modifications.

All traffic loop detector installations shall have a minimum depth of 3.5-inches for existing pavement and 5-inches for new pavement. Type II wire with hot-melt rubber sealant shall be used. Type E, 6-Inch diameter loops shall be used.

Accidental damages, repairs shall be made within 10-days from the date of incident. If it deemed a threat to public health and safety, repairs shall commence immediately. All repairs are the responsibility of the permittee at no cost to the State.

Interconnect cables cannot be spliced; new continuous cable of the same type shall be installed between controllers, when damaged.

There shall be no official turn-on of any traffic signal until all appurtenances/equipment are properly installed, tested, and approved by the State Electrical Inspector. All associated pavement delineations/markings shall be placed, temporary traffic controls removed, mechanical fittings completed, and all holes filled prior to a signal turn-on.

700-5.21. VIDEO DETECTION SYSTEMS

The Contractor shall furnish and install Video Detection System at each location as indicated on Plan(s).

The Video Detection System (VDS) shall comply with all rules and regulations of the Federal Communications Commission (FCC) and these Technical Specifications. The proposed location for the VDS equipment installation is included in the Contract Drawings.

The VDS shall include the Video Detection Cameras, VDS Cable (video/data/power), VDS camera mounting hardware, and the Video Detection Processor and LCD monitor to be installed in the cabinet. The VDS shall be Vantage APEX or approved equal.

The Contractor shall coordinate with the VDS manufacturer for installation of the cameras and processor and the final setup of the detection zones for proper operation.

700-5.22. INTERNALLY ILLUMINATED STREET NAME SIGNS

Replace with the following:

All signs and hardware shall be new; the materials and workmanship shall be of the best quality for the purpose.

The Contractor shall furnish and install LED Edge Lit internally illuminated street name signs manufactured by NuArt Lighting Products, or approved equal.

Model(s): NAIM-72-LED-D or NAIM-96-LED-D with mounting hardware.

Message: The visible message shall be displayed from both sides of the signs and be reflectorized. Signs shall have white legends, symbols, arrows, and 1/4" border with 1" radius corners on green background. The legend shall be as shown on the Plan.

The style and spacing of letters, figures, and arrows shall be Standard Alphabet Series B with 8" uppercase and 6" lowercase centered with "City of Gardena" flush left and Block Number flush right using 3" capital letters and numbers. Reference to "St", "Ave", or "Bl" shall not be shown on the sign panel.

The full size sign layout shall be submitted to the Engineer for approval prior to fabrication. It shall be the responsibility of the Contractor to keep the Engineer informed of all operations requiring inspection or approval prior to proceeding with fabrication.

Photocell and receptacle shall be omitted.

All IISNS signs shall be 18" H x 72" W or 18" H x 96" W (unless otherwise approved by the Engineer) double-sided and shall be mounted with hinged, adjustable or telescoping type brackets approved by the engineer.

Sign assembly must be guaranteed for a minimum of three years.

700-5.23. BATTERY BACKUP SYSTEM

The Contractor shall furnish and install a 72Volt Traffic UPS System with true on-line, solid state, microprocessor controlled power conditioner and Battery Backup System (BBS) or

Uninterruptible Power System (UPS). The system must continuously regenerate and condition the AC sine wave, where 100% of the power to the load, whether on utility or batteries, is generated by the on-board inverter. The system must be capable of operating, up to its rated power level, in extreme environments with existing equipment on the street today including any and all signal heads (i.e., Incandescent, LED, etc.). The Battery Backup System (BBS) is for use with a Type 332 system as detailed on plans. The contractor shall furnish new and install all necessary cables, wiring harness, and all other equipment and incidentals, including batteries, to connect the UPS to the traffic signal controller cabinet wiring harness to provide the intended operation.

The Traffic UPS shall consist of three major components, the Electronics Module, the Utility By-pass Switch, the Battery System with Fast Battery Charger.

The Electronics Module shall consist of the following:

A. True sine wave, micro Processor controlled high frequency inverter utilizing IGBT technology.
B. 3-stage, temperature compensated, battery charger.
C. Local and remote control of UPS functions.
D. Local and remote communications capabilities.
E. Support capability to accept an NTCIP-ready adapter or to connect a Spread Spectrum Radio modem.
F. Utility By-pass Switch for by-passing the UPS for repair or removal. The By pass switch must have a GFI and generator plug.
G. The Battery system shall consist of a string of 6 41 amp hour Outpost Batteries - OP72C-41 connected in series and a Fast Battery Charger

The BBS shall be installed per the manufacturer's guidelines.

The Contractor shall at his own expense, arrange to have a technician, qualified to work on the BBS assembly and employed by the BBS assembly manufacturer, or his representative, present at the time the equipment is turned on. The Engineer shall be notified at least two working days prior to the beginning of the functional test period.

Battery Backup Cabinet

The BBS system is to be installed in a separate side-mounted type 2 outdoor NEMA3R cabinet. The BBS Cabinet must be at least 44"H x 26"W x 12" Deep with 3 shelves made by Clary or McCain.

The battery cabinet shall be mounted to the side of the signal cabinet at a minimum height of 30" above the foundation.

The BBS system shall be model SP1250LX-R as manufactured by Clary Corporation or City approved equal.

700-5.24. RUGGED FIELD LAPTOP COMPUTER

The Contractor shall furnish a field laptop for City traffic signal staff for controller operations. The laptop should be the following:

Dell Latitude 7424 Rugged Extreme Laptop. The laptop should have the general considerations:

- Processor: 8th Gen Intel Core
- Operating System: Window 10 Pro
- Base/Graphics: Intel Core i5-835OU processor
- Memory: 8GB. 2x4GB, 2400MHz

- Hard Drive: N.2 128GB PCIe Solid State
- Display: 14” FHD WVA (1920 x 1080)
- Warranty: 3 years
- Software: Microsoft Office 365

SECTION 701 – CONSTRUCTION

701-1 GENERAL. *MODIFY to ADD the following:*
The work shall conform to the following codes and standards:

a) California Administrative Code, Title 8, Chapter 4 subchapter 5

b) NEC

c) The State Standard Specifications and State Standard Plans, current editions

d) The CA MUTCD

701-4 DAMAGE TO EXISTING SYSTEMS.

ADD:

701-4.1.1 Traffic Detectors. Existing detection shall be maintained at all times during construction. In the event of unexpected damage by the Contractor or any of their subcontractors as determined by the City Representative, the Contractor shall commence repairs immediately. The Contractor shall replace and restore to operation any damaged detector (inductive loop or other) within seven days after damage occurs. If at any time damage to existing presence vehicle loop detection exceeds 50%, video detection shall be installed for the entire intersection in accordance with the Special Provisions, unless otherwise approved by the Engineer.

701-11 PULL BOXES.

701-11.1 General.

a) Pull boxes shall not be installed in paved shoulder, roadway, in or within 1-foot of curb ramps.

b) Pull boxes shall be installed in the sidewalk.

c) Floor of pull box shall be grouted with a drain hole.

702-12 CONDUIT.

701-12.1 General.
Conduit types and sizes for each application shall be as specified in 700-3.5 “Conduit” of the Standard Specifications and these Special Provisions.

Unless otherwise indicated, the depth of the conduit shall be as indicated in the table below:

Location	Depth Requirement
Beneath Streets and Driveways	42-inches below finished surface or 6-inches below the deepest structural section
Back of Curb and Gutter	30-inches below top of curb

If conduits cannot be installed at required depths: Conduits shall be installed at the maximum allowable depth and encased with a minimum of 3" of concrete, unless otherwise specified by the Engineer. Conduits shall not be installed deeper than 66-inches.

All conduits shall be free from defects including non-circularity, foreign inclusions, etc. It shall be nominally uniform (as commercially practical) in color, density, and physical properties.

All conduits furnished, as part of the Contract shall be new, UL-listed, and meet NEMA and NEC requirements pertaining to electrical conduits and components.

701-13 WIRES, CONDUCTORS AND CABLES.

701-13.1 General.

The service feed from the service pull box to the electrical service shall have a tag at both ends identifying them as "City of Gardena Service Conductors."

All individual conductors shall be labeled in the cabinet per NEMA numeric format. Conductor insulation colors and wire sizes shall be in accordance with the State Standard Specifications Section 86.2.08A, "Conductor Identifications," except as required herein.

The conditions of this subsection shall apply to all new traffic signal installations and modifications where entire signal conductor legs are re-pulled.

New traffic signal field conductors shall be multi-conductor signal cable and individual wires as specified herein and in accordance with the State Standard Specifications Sections 86-2.08D, "Signal Cable," and 86-2.08B, "Multiple Circuit Conductors."

New traffic signal field conductors used for phase indications and buttons shall be State standard 12CSC, 5CSC, and 3CSC multi-conductor signal cable. IMSA cable shall not be utilized. Each signal cable shall be one continuous cable from the signal cabinet to the terminal block on the signal standard it services. No splicing of signal cable shall be permitted. The signal cables shall be labeled in each pull box, per the State Standard Specifications Section 86-2.08D, and at the signal cabinet, indicating the signal standard to which it is connected. 3 spare #14 conductors shall be provided for each pole.

Primary and secondary signal standards shall receive one 12CSC cable for vehicle and pedestrian indications and one 3CSC cable for each button circuit. Additional 5CSC cable shall be furnish and installed for each additional vehicle phase serviced by the pole. All 12 CSC cable conductors shall terminate on the terminal block. The 3CSC cables shall service the buttons directly. The 12CSC conductor utilization shall be in accordance with the State Standard Specifications Section 86-2.08D, with the black conductors reserved as spares. The 3CSC conductor utilization shall be blue/black stripe for pedestrian buttons, blue/orange stripe for bike buttons, and white/black stripe for common.

Pedestrian signal standards shall receive one 5CSC and one 3CSC cable. The 5CSC cable shall service the pedestrian indication and the 3CSC cable shall service button circuits.

Conductors and cables shall be as defined in the State Standard Specifications Section 86-2.08 “CONDUCTORS AND CABLES” and the Special Provisions.

a) When new conductors are added to or existing conductors removed from an existing conduit, all conductors shall be removed. The conduit is to be cleaned and blown out to ensure it is free of obstructions and debris. All copper cables shall have 3-feet to 5-feet coiled in each pull box to allow for servicing.

b) Each multi-conductor cable shall be one continuous cable from the signal cabinet to the terminal block on the signal standard it services. No splicing of multi-conductor cable shall be permitted.

c) All cables and conductors shall be neatly arranged, and wire tied as necessary to give a neat, finished appearance in all pull boxes, cabinets and termination points.

d) All cables are to be pulled by hand. Winches or power activated pulling equipment shall not be used in accordance with State Standard Specifications 86-2.05C.

e) All cables and conductors shall be pulled in the conduit as one unit per State Standard Specifications 86-2.09B.

701-13.2 Splices.
Splicing and termination of traffic signal conductors shall be pursuant to the State Standard Specifications Section 86-2.09D, “Splicing and Terminations*.” Line item 5 of the State Standard Specifications Section 86-2.09D shall not apply*.

Conductors for internally illuminated street name sign (IISNS) and Luminaire circuits may be spliced to branch the circuits as they progress around the intersection.

701-16 STREET LIGHTING CONSTRUCTION.

701-16.7 Luminaries.
Luminaires mounted to traffic signal standards shall have an in-line 5-amp dual fuse (240v) in a fuse holder (Tron HEB AA) within the pull box closest to the corresponding traffic signal pole foundation per the State Standard Specifications Section 86-2.09F, “Fused Splice Connectors.”

Luminaires shall have a shorting cap unless shown otherwise on the plans.

701-17 TRAFFIC SIGNAL CONSTRUCTION

701-17.1 General.
Per the State Standard Specifications Section 86-1.07 “Scheduling of work”, the initial turn on shall be made between the hours of 9:00 a.m. and 2:00 p.m. Turn on shall occur on any working day except Friday or the day preceding a legal holiday. Prior to turn-on, all equipment as shown on the plans shall be installed and operable including pedestrian signals, pedestrian push buttons, vehicle detectors, communications to the Traffic Management Center (TMC), lighting, signs and pavement delineation. All louvers, visors and signal faces shall be directed to provide maximum visibility.

The Engineer shall be notified at least three working days prior to the intended traffic signal turn-on. The Contractor shall not proceed with the turn-on without the presence of the Engineer or his representative. The Contractor shall arrange to have a signal technician, qualified to work on the controller and employed by the traffic signal controller cabinet manufacturer or his representative, present at the time of turn-on to verify operation of the equipment.

Contractor to provide Portable Changeable Message Sign trailers to provide notice of upcoming signal activation.

Message to say:
Screen 1
"NEW SIGNAL AHEAD"
Screen 2
"USE CAUTION"

PCMS trailers shall be activated on all intersection approaches for 2 weeks prior to scheduled turn on.

Pre-installation configuration and testing: Traffic signal cabinet assemblies, conflict monitor, controller, EVP, Edge connect cards, network communications switches, and IP CCTV system shall be delivered to the Agency lab or Agency Testing Vendor as one complete shipment at least twenty-one (21) working days before installation for configuration and testing by Agency Representatives. Testing will be 100 hour bench test.

The City of Gardena will provide the following support for new or modified intersection construction.

One (1) – Pre-turn-on inspection:
All equipment must be present, wired and operational with the exception of EVP. EVP equipment will be installed and tested as operational during the turn on process by the manufacture or representative.

One (1) – Turn-on inspection:
Inspection shall be day of the turn on scheduled with the inspection team following guidelines set forth in State Standard Specifications Section 86-1.07

Any subsequent inspections will be charged by the hour at the contractors' expense.

701-17.3 Conduit.

a) Conduits terminating within the pull box either from the bottom or side shall terminate no less than 1" above and no more than 2" above the slurry base within.

b) All new intersections shall include separate conduits for Signal Interconnect Cable (SIC) and signal wiring Detector Lead in Cable (DLC).

c) Sharing of the DLC and IP-CCTV wiring in the same conduits with SIC is allowed on intersection modifications where conduit fill is less than and will not exceed 40% upon completion.

d) The ends of all conduits shall have Carlon or approved equal bell fittings with conduit sealing compound to prevent dirt and rock from entering conduit.

e) Existing underground conduit to be utilized for a new or modified system shall be cleaned with a mandrel or cylindrical wire brush and blown out with compressed air to ensure structural integrity and cleanliness.

f) All interconnect conduits shall contain a No. 10 green insulated solid copper trace wire. All other conduits shall contain a Green Insulated AWG#8 solid copper bonding wire, which shall be soldered and crimped in each pull box per the State Standard Specifications Section 86-2.09D, and connected to the ground bar in the traffic signal cabinet.

g) All empty conduits for future conductors shall contain "mule tape" pull tape per the State Standard Specifications Section 86-2.05C.

h) All “Pot-holing” within the street to determine subsurface utility locations shall be back-filled and patched to be in accordance with the Greenbook 2021, including all its subsequent amendments.

701-17.4 Wiring, Conductors, and Cables.

701-17.4.1 General.

The copper service feed wires from the service pull box to the electrical service shall have a tag at both ends identifying them as “City of Gardena Service Conductors” to power company officials.When new conductors are added to or existing conductors removed from an existing conduit, all conductors shall be removed. The conduit is to be cleaned and blown out to ensure it is free of obstructions and debris. All copper cables shall have 3-feet to 5-feet coiled in each pull box to allow for servicing.

Each multi-conductor cable shall be one continuous cable from the signal cabinet to the terminal block on the signal standard it services. No splicing of multi-conductor cable shall be permitted.

All cables and conductors will be neatly arranged, and wire tied as necessary to give a neat, finished appearance in all pull boxes, cabinets and termination points.

All cables are to be pulled by hand. Winches or power activated pulling equipment is not allowed per State Standard Specifications 86-2.05C.

All cables and conductors shall be pulled in the conduit as 1 unit per State Standard Specifications 86-2.09B.

Whenever conductors or cables are installed or replaced in a conduit, the ends of the conduit shall have sealing compound applied to inhibit dirt and rock intrusion.

701-17.4.2 Conductor Splicing and Termination.

Splicing and termination of traffic signal conductors shall be pursuant to the State Standard Specifications Section 86-2.09D, “Splicing and Terminations.” Line item 5 of the State Standard Specifications Section 86-2.09D shall not apply.

All individual conductors shall be labeled in the cabinet per NEMA numeric format. Conductor insulation colors and wire sizes shall be in accordance with the State Standard Specifications Section 86.2.08B, “Conductor Identifications,” except as required herein.

The conditions of this subsection shall apply to all new traffic signal installations and modifications where entire signal conductor legs are re-pulled.

New traffic signal field conductors shall be multi-conductor signal cable and individual wires as specified herein and in accordance with the State Standard Specifications Sections 86-2.08D, “Signal Cable,” and 86-2.08C “Circuit Conductors.”

New traffic signal field conductors used for phase indications and buttons shall be State standard 12CSC, 5CSC, and 3CSC multi-conductor signal cable. IMSA cable shall not be utilized. Each signal cable shall be one continuous cable from the signal cabinet to the terminal block on the signal standard it services. No splicing of signal cable shall be permitted. The signal cables shall be labeled in each pull box, per the State Standard Specifications Section 86-2.08D, and at the signal cabinet, indicating the signal standard to which it is connected.

Primary and secondary signal standards shall receive one 12CSC cable for vehicle and pedestrian indications and one 3CSC cable for each button circuit. An additional 5CSC cable shall be furnished and installed for each additional vehicle phase serviced by the pole. All 12 CSC cable conductors shall terminate on the terminal block. The 3CSC cables shall service the buttons directly. The 12CSC conductor utilization shall be in accordance with the State Standard Specifications Section 86-2.08D, with the black conductors reserved as spares. The 3CSC conductor utilization shall be blue/black stripe for pedestrian buttons, blue/orange stripe for bike buttons, and white/black stripe for common.

Pedestrian signal standards shall receive one 5CSC and one 3CSC cable. The 5CSC cable shall service the pedestrian indication and the 3CSC cable shall service button circuits.

Conductors and cables shall be as defined in the State Standard Specifications Section 86-2.08 “CONDUCTORS AND CABLE.” Conductors for internally illuminated street name sign (IISNS) and Safety Lighting circuits may be spliced to branch the circuits as they progress around the intersection.

Additional conductors must be installed for audible pedestrian button systems, IP- CCTV, and emergency vehicle preemption systems. Please refer to subsections 700-
5.9, 700-5.10 and 700-5.12 of these Special Provisions for additional conductor requirements of these systems.

When new conductors are added or existing conductors are removed from existing conduits, all existing conductors shall be removed per the State Standard Specifications Section 86-2.09B, “Installation.” The conduit shall be cleaned as provided in the State Standard Specifications Section 86-2.05C, “Installation.” Both old and new conductors, as shown on the plans, shall be pulled into the conduit as a unit, unless otherwise approved by the Engineer.

701-17.5 Signal Heads.

701-17.5.1 General.

All 1A pole mounted traffic signal heads shall be Type TV-1-T or TV-2-T, and pedestrian heads shall be clamshell side-mount Type SP-1-CS or top-mount TP-1-T or Side Mount SP-1-T – Bronze Mount . Vehicle and pedestrian heads shall be visible from all normal operational directions, without obstructions.

701-17.6 Detectors.

701-17.6.1 General.

Side Street Detection: Where a single phase is used on a side street approach, and both through (right turn) and left turn lanes are present, the left turn lane shall use phase 3 and/or 7 detection channels to facilitate future independent left turn phasing. Left turn lane detection shall output to the associated through phase.

Side Street Right Lane Presence: To facilitate right turn delay functionality in the 2070 controller, the 5 phase 4 and 5 phase 8 channels shall be exclusively used to serve the right-most stop bar detection loops on side street approaches. These detection channels shall not be combined with any other presence channels.

Single Lane/No Advance: Where a side street has only one lane of traffic, and no advance detection is installed, the loop configuration will consist of four Type-E loops or video detection zones. The front pair, closest to the stop bar, shall use channels 5 phase 4 or 5 phase 8 and be configured for delay capability as noted above. The back pair, farthest from the stop bar, shall use channels 4 phase 4 or 4 phase 8, configured as standard presence detection.

701-17.6.3. Inductive Loop Detectors.

701-17.6.3.1 General. Inductive loop detection shall be utilized only for advance detection on all new traffic signal modifications involving replacement of less than 50% of existing presence (limit line) detection loops may retain inductive loop detectors unless otherwise specified in project plans or at the direction of the Engineer.

All detection loops shall be 6-foot diameter Type E installed per the State Standard Plans ES-5A and ES-5B using Type 2 loop wire, unless otherwise approved by the Engineer. Elongated, oval shaped, loops may be installed to accommodate lanes over 12 feet in width.

Detector loops shall be installed in a saw-cut slot with a minimum of 3 inches depth below the finished pavement surface, and minimum 2 inches of sealant covering the loop wires. All detection loops shall be sealed with hot melt adhesive.

Where two or more loops are to be on one channel of detection, or to a single DLC, the loops shall be connected in series.

ADD:

701-17.6.3.1.1 Presence Loops. Presence Loops (less than 50% replacement): There shall be a maximum of two through loops for each presence detection channel. For each through lane up to 12 feet in width, there shall be two 6-foot diameter loops placed ten feet apart, in the direction of travel. The Engineer shall approve all other loop sizes. Each presence loop shall have three turns.

Presence Loop Placement (less than 50% replacement): All presence loops shall be installed with the leading edge positioned one foot before the limit line, or the stop bar, in the direction of travel. All presence loop home run detection wires shall be located ahead of the loops, within the crosswalk, or as directed by the City Traffic Engineer. The left turn lanes shall have four loops, with the one DLC for the front and back loops

ADD:

701-17.6.3.3.2 Advance Loops. Advance detection loops shall be a single loop per lane with one DLC per loop. Each advanced loop shall be assigned to a separate detection channel. Each advance loop shall have four turns where the total length of the DLC is less than 500 feet; otherwise, five turns are required.

ADD:

701-17.6.3.3.4 Conductors. Conductor and cables shall be identifiable per State Standard 86-2.08B and labeled per State Standard 86-2.08D

ADD:

701-17.6.4 Video Detectors. The term "video detection system" shall be defined as a complete installation consisting of one or more video cameras, one or more video processors, extension modules and Input/ Output (I/O) modules, a remote communications module, LCD display monitor, configuration device, mounting hardware, cabling, and any required interfacing equipment, providing the detection of vehicles and bicycles solely from visual image information.

701-17.6.4.1 Temporary Video Detection. Where temporary detection is required due to road construction activity or extended overhead wiring, video detection shall be installed before construction commences to ensure continuous operation of the presence detection. After construction, any temporary camera systems shall be removed, and the entire intersection presence detection shall be converted to permanent video detection per the above specifications.

701-17.8 Payment.

Sections 701-17.2.7, 701-17.5.6, 701-17.6.6, and 701-17.7.5 are hereby deleted and replaced with the following:

Payment for Install Type E Traffic Loops for eastbound Artesia at Vermont shall be at the contract unit price per Each and shall include full compensation for phasing, temporary traffic signals, removals, replacements, 2" steel conduits, backfill and pavement restoration, labor, materials, tools, equipment and incidentals necessary to restore vehicle detection as described herein. No additional compensation shall be allowed therefore.

Loop installation at the intersections of Artesia Boulevard and Gardena Market Place, Artesia Boulevard and Dalton Avenue, Artesia Boulevard and Normandie Avenue, Artesia Boulevard and Gateway, and Artesia Boulevard and Shopping Center shall be considered included in the Contract Lump Sum price for TRAFFIC SIGNAL MODIFICATION – ARTESIA BOULEVARD AND GARDENA MARKET PLACE, TRAFFIC SIGNAL MODIFICATION – ARTESIA BOULEVARD AND DALTON AVENUE, TRAFFIC SIGNAL MODIFICATION – ARTESIA BOULEVARD AND NORMANDIE AVENUE, TRAFFIC SIGNAL MODIFICATION – ARTESIA BOULEVARD AND GATEWAY, and TRAFFIC SIGNAL MODIFICATION – ARTESIA BOULEVARD AND SHOPPING CENTER, respectively.

NO ADDITIONAL COMPENSATION WILL BE ALLOWED FOR ADDITIONAL MOVE-INS REQUIRED TO CONFORM WITH PHASING SEQUENCING.

Payment for TRAFFIC SIGNAL MODIFICATION – ARTESIA BOULEVARD AND GARDENA MARKET PLACE, TRAFFIC SIGNAL MODIFICATION – ARTESIA BOULEVARD AND DALTON AVENUE, TRAFFIC SIGNAL MODIFICATION – ARTESIA BOULEVARD AND NORMANDIE AVENUE, TRAFFIC SIGNAL MODIFICATION – ARTESIA BOULEVARD AND GATEWAY, and TRAFFIC SIGNAL MODIFICATION – ARTESIA BOULEVARD AND

SHOPPING CENTER will be at the contract Lump Sum price and shall include full compensation for all labor, equipment and materials to construct the work complete in place including installation of temporary traffic signal poles, and/or temporary wiring to maintain traffic signal in operation during construction, cabinet assembly on new foundation, poles, luminaires, heads, pedestrian push button, pole removals, all necessary potholes, conduits, pull boxes, rewiring, emergency vehicle preemption system, video detection, relocating battery backup system, relocating wireless ethernet radio, and no additional compensation will be allowed therefore.

PART 8 – LANDSCAPING AND IRRIGATION

See Technical Specification Sections 45 through 49.

801-8 PAYMENT. Delete the entire section and replace with the following:

Payment for LANDSCAPE IMPROVEMENTS shall be at the contract Lump Sum price and shall include full compensation for all labor, equipment and materials to construct the work complete in place including clearing and grubbing, weed abatement, removal of existing median concrete or pavers or asphalt nosing and maintenance strip, soil preparation, fine grading, organic mulch, shrubs, trees, groundcovers, root barriers, 90-day establishment / maintenance allowance, and no additional compensation will be allowed therefore.

Payment for IRRIGATION IMPROVEMENTS shall be at the contract Lump Sum price and shall include full compensation for all labor, equipment and materials to construct the work complete in place including, rotator sprinklers, remote control valves, decoders, landscape dripline and appurtenances, quick couplers, gate vales, master valves, reduced pressure backflow preventers, controller assemblies, flow sensors, pull boxes, water meter, lateral lines, pressure mainline, boring or trenching and backfill, sleeving, 2-wire cable, control wire, and no additional compensation will be allowed therefore.

Payment for COBBLE FIELD PAVING shall be at the contract Lump Sum price and shall include full compensation for all labor, equipment and materials to construct the work complete in place including, preparation of subgrade, concrete bedding, cobble installation, wire brush grout joints and cleaning of final installation, and no additional compensation will be allowed therefore.

SECTION 45 LANDSCAPE FINISH GRADING

1. GENERAL

1.01 SUMMARY

A. The requirements of this Specification Section replace the requirements of the "Greenbook" Standard Specifications for Public Works Construction. Delete Section 800 and Section 801.

1.02 GENERAL

A. The requirements of the “Special Provisions” and “Technical Provisions”, shall apply to all work of this Section with the same force and effect as though repeated in full herein.

1.02 DESCRIPTION

A. Work Included:
Furnish all labor, materials, equipment, appliances and necessary incidentals for the complete installation of all landscape finish grading as shown on the Drawings and as specified herein.
1. Finish Grading:
Finish grading shall consist of finishing surfaces by raking smoothly and evenly and disposal of all extraneous matter to facilitate natural run-off water. All extraneous matter shall be disposed of off the site.
2. Moisture Content:
The soil shall not be worked when the moisture content is so great that excessive compaction will occur; nor when it is so dry that a dust will form in the air or that clods will not break readily. Water shall be applied, if necessary, to provide ideal moisture content for tilling and for planting herein specified.

B. Related Work In Other Sections:
1. Irrigation Section 46
2. Landscape Planting Section 48
3. Tree and Plant Protection Section 47

1.03 SITE CONDITIONS

A. Verification of Existing Conditions:
1. The contractor shall visit the site to determine existing conditions, including access to the site and the nature and extent of existing improvements upon adjacent public and private property, nature of existing and proposed utilities, buildings, and site construction elements and to be encountered and other factors that may affect the work of this section.
2. Additional compensation resulting from the alleged ignorance of local conditions, and their effect upon the cost of the work shall subsequently not be approved.

B. Protection:
1. The contractor shall protect the City’s property from injury or loss. All damage to existing property (buildings, utilities, etc.) or planting (trees, shrubs, lawn or ground cover) caused by the contractor during his operation or as a result of the failure or malfunction of installed work during the guarantee period shall be repaired at Contractor’s expense.
2. The contractor shall cause minimum interference with workmen, materials, or other equipment of other trades on the project.

2. PRODUCTS

No materials are required of this section

EXECUTION

3.01 GENERAL

A. Inspection:

1. Prior to commencing work required by this section, the contractor shall inspect the work of other trades and verify that such work has been properly completed and installed and that the grades within the area to be planted are within ± .10 foot of the required finish grade elevation. If the contractor finds the planting areas to be deficient in any manner he/she will notify the Landscape Architect prior to starting work.
2. The contractor shall verify that all landscape finish grading may be installed in accordance with the requirements of all governing authorities, the original design, and the referenced standards.

B. Discrepancies:

1. In the event of discrepancy, the contractor shall immediately notify the City.
2. Do not proceed with the installation in these areas of discrepancy until all such discrepancies have been fully resolved.

3.02 PERFORMANCE

A. Finish Grading:

1. General:
When preliminary (rough) grading are complete and the soil has dried sufficiently to be readily worked, all planting areas shall be graded to the elevations indicated on the drawings or feather graded to meet existing grade at <10:1 gradient. Before and during preliminary fine grading, dig out and remove all weeds and grasses. Dispose of off-site. Grades not otherwise indicated shall be uniform levels or slopes between points where elevations are given. Upon completion of the finish grading the contractor shall request a site observation/walk-through at which time minor adjustments of finish grades shall be made at the direction of the landscape architect, if and as required. Finish grade shall be smooth, even, and uniform plane with no abrupt change of surface. Soil areas adjacent to building shall slope away from the buildings at a minimum gradient of 2% to allow for a natural run-off of water toward drain inlets. Surface drainage shall be directed as indicated on the civil drawings by remodeling surfaces to facilitate the natural run-off water. Low spots and pockets shall be graded to drain properly.
2. Preparation:
After irrigation installation and prior to commencing planting operations the contractor shall remove stones, clumps, stumps or other deleterious matter 1” in diameter or larger as well as other discarded construction materials and trash including wire, plastic and similar materials from all planter areas that could affect planting establishment and maintenance.
3. Shrubs and Ground Cover:
The finish grade of all shrubbery and ground cover areas shall be 1-1/2 in. below the grade of adjacent paving, sidewalks, bands, curbs, valve boxes, headers, clean-outs, manholes etc. An exception to the above requirements shall be made wherever drainage conditions may require flush grades as required by the design, Architect or Landscape Architect. City codes shall be consulted by the contractor and shall take precedence regarding the required distance between finish floor and finish grade in areas where shrub and ground cover areas are adjacent to Building walls.
4. Drainage:
The contractor is to finish grade the planting areas with proper slope to drains. All planter areas shall be graded and maintained to allow free flow of surface water away from buildings, paving, public walkways, and shall conform to City codes and

requirements and the intent of all plans and sections. The contractor is responsible for making himself familiar with the applicable City codes and requirements.

5. Remove or redistribute excess soil before the application of fertilizer and/or planter bed mulch.
6. Contractor is responsible for the elimination of all erosion scars prior to commencing the Landscape Maintenance period.

B. Site Observations:

1. All site observations herein specified shall be made by the Landscape Architect. Request site observations at least twenty-four hours in advance of the time inspection is desired allowing for sufficient time to complete all required adjustments prior to commencing planting operations. Inspection is required as follows:
   a. When finish grading is complete as per Landscape Planting Specifications.

C. Disposal of Excess Soil:

Dispose of any unacceptable or excess soil at an offsite location approved by City.

END OF SECTION 45

SECTION 46 IRRIGATION

1. GENERAL

1.01 SUMMARY

A. The requirements of this Specification Section replace the requirements of the "Greenbook" Standard Specifications for Public Works Construction. Delete Section 800 and Section 801.

1.02 GENERAL

A. The requirements of the “Special Provisions” and “Technical Provisions”, shall apply to all work of this Section with the same force and effect as though repeated in full herein.

1.03 DESCRIPTION

A. Scope of work: Provide all labor, materials, transportation, and services necessary to furnish and install irrigation systems as shown on the drawings and described herein.

B. Related work in other Sections:

1. Landscape Finish Grading Section 45
2. Landscape Planting Section 48
3. Tree and Landscape Preservation Section 47
4. Landscape Maintenance- Section 49

1.04 QUALITY ASSURANCE AND REQUIREMENTS

A. Permits and fees: The Contractor shall obtain and pay for any and all permits and all inspections as required.

B. Manufacturer's directions: Manufacturer's directions and detailed drawings shall be followed in all cases where the manufacturers of articles used in this contract furnish directions covering points not shown in the drawings and specifications.

C. Ordinances and regulations: All local, municipal and state laws, rules and regulations governing or relating to any portion of this work are hereby incorporated into and made a part of these specifications, and their provisions shall be carried out by the Contractor. Anything contained in these specifications shall not be construed to conflict with any of the above rules and regulations or requirements of the same. However, when these specifications and drawings call for or describe materials, workmanship, or construction of a better quality, higher standard, or larger size than is required by the above rules and regulations, the provisions of these specifications and drawings shall take precedence.

D. Explanation of drawings:

1. Due to the scale of drawings it is not possible to indicate all offsets, fittings, sleeves, etc. which may be required. The Contractor shall carefully investigate the structural and finished conditions affecting all of his work and plan his work accordingly, furnishing such fittings, etc. as may be required to meet such conditions. Drawings are generally diagrammatic and indicative of the work to be installed in such a manner as to avoid conflicts between irrigation system, planting and utility features.
2. The word, "Authorized Representative" as used herein shall refer to the City's Project Manager or Construction Management Consultant.
3. All work called for on the drawings by notes or details shall be furnished and installed whether or not specifically mentioned in the specifications.

4. The Contractor shall not willfully install the irrigation system as shown on the drawings when it is obvious in the field that obstructions, grade differences or discrepancies in area dimensions exist that might not have been considered in engineering. Such obstructions or differences should be brought to the attention of the City's authorized representative. In the event this notification is not performed, the irrigation Contractor shall assume full responsibility for any revision necessary.

1.05 SUBMITTALS

A. Materials list:

1. The Contractor shall furnish the articles, equipment, materials or processes specified by name in the drawings and specifications. No substitution will be allowed without prior written approval by the Authorized Representative.

2. A complete material list shall be submitted prior to performing any work. The material list shall include the manufacturer, model number and description of all materials and equipment to be used.

3. Equipment or materials installed or furnished without prior approval by the Authorized Representative may be rejected and the Contractor required to remove such materials at his own expense.

4. The approval of any item, alternate or substitute indicates only that the product or products apparently meet the requirements of the drawings and specifications on the basis of the information or samples submitted.

5. The manufacturer's warranties shall not relieve the Contractor of his liability under the guarantee. Such warranties shall only supplement the guarantee.

B. Record and as-built drawings as required by City:

1. The Contractor shall provide and keep up-to-date a complete as-built record set of bond prints which shall be corrected daily and show every change from the original drawings and specifications and the exact as-built locations, sizes and kinds of equipment. Prints for this purpose may be obtained from the Authorized Representative / Engineer at cost. This set of drawings shall be kept on the site and shall be used only as a record set.

2. These drawings shall also serve as work progress sheets and shall be the basis for measurement and payment for work completed. These drawings shall be available at all times for inspection and shall be kept in a location designated by the Authorized Representative. Should the record set bond copies or as-built progress sheets not be available for review or up-to-date at the time of any inspection (refer to section 3.10 - Inspection Schedule), it will be assumed no work has been completed and the Contractor will be assessed the cost of that site visit at the current billing rate of the Engineer. No other inspection shall take place prior to payment of that assessment.

3. The Contractor shall make neat and legible notations on the as-built progress sheet daily as the work proceeds, showing the work as actually installed. For example, should a piece of equipment be installed in a location that does not match the plan, the Contractor must indicate that the equipment has been relocated in a graphic manner so as to match the original symbols as indicated in the irrigation legend. The relocated equipment and dimensions will then be transferred to the original as-built plan at the proper time.

4. Before the date of the final inspection the Contractor shall transfer all information from the as-built prints to bond material procured from the Authorized Representative. The dimensions shall be made so as to be easily readable even on the final controller chart (see section C). The original as-built plan shall be submitted

to the Authorized Representative for approval prior to the making of the controller chart.

5. The Contractor shall dimension from two (2) permanent points of reference, building corners, sidewalk or road intersections etc. the location of the following items:
    a. Connection to existing water lines.
    b. Connection to existing electrical power.
    c. Gate valves.
    d. Routing of sprinkler pressure lines (dimension max. 100' along routing).
    e. Sprinkler control valves.
    f. Routing of control wiring.
    g. Quick coupling valves.
    h. Other related equipment as directed by the Authorized Representative.
6. On or before the date of the final inspection the Contractor shall deliver the corrected and completed bond copies to the Authorized Representative. Delivery of the bond copies will not relieve the Contractor of the responsibility of furnishing required information that may be omitted from the prints.

C. Controller charts:

1. As-built drawings shall be approved by the Engineer before controller charts are prepared. Engineer will draft Record Drawings from As-builts and provide pdf copies back to contractor for his/her preparation of controller charts.
2. Provide one controller chart for each controller supplied.
3. The chart shall show the area controlled by the automatic controller and shall be the maximum size which the controller door will allow.
4. The chart is to be a reduced drawing of the actual as-built system. However, in the event the controller sequence is not legible when the drawing is reduced, it shall be enlarged to a size that will remain legible when reduced.
5. The chart shall be bond print and a different color shall be used to indicate the area of coverage for each station.
6. When completed and approved, the chart shall be hermetically sealed between two pieces of plastic, each piece being a minimum of 10 mils.
7. These charts shall be completed and approved prior to final inspection of the irrigation system.

D. Operation and maintenance manuals:

1. Prepare and deliver to the Authorized Representative within ten calendar days prior to completion of construction, two hard cover binders with three rings containing the following information:
    a. Index sheet stating Contractor's address and telephone number, list of equipment with name and address of local manufacturer's representative.
    b. Catalog and parts sheet on every material and equipment installed under this contract.
    c. Guarantee statement.
    d. Complete operating and maintenance instruction on all major equipment.

2. In addition to the above mentioned maintenance manuals, provide the City's maintenance personnel with instructions for major equipment and show evidence in writing to the Authorized Representative at the conclusion of the project that this service has been rendered.

E. Equipment to be furnished:

1. Supply as a part of this contract the following tools: Not a Part

2. The above mentioned equipment shall be turned over to the City at the conclusion of the project. Before final inspection can occur, evidence that the City has received material must be shown to the Authorized Representative.

1.06 PRODUCT DELIVERY, STORAGE AND HANDLING

A. Handling of PVC pipe and fittings: The Contractor is cautioned to exercise care in handling, loading, unloading and storing of PVC pipe and fittings. All PVC pipe shall be transported in a vehicle which allows the length of the pipe to lie flat so as not to subject it to undue bending or concentrated external load at any point. Any section of pipe that has been dented or damaged will be discarded and, if installed, shall be replaced with new piping.

1.07 SUBSTITUTIONS

A. If the irrigation contractor wishes to substitute any equipment or materials for the equipment or materials listed on the irrigation drawings and specifications, he may do so by providing the following information to the City's authorized representative for approval:

1. Provide a statement indicating the reasons for making the substitution. Use a separate sheet of paper for each item to be substituted.

2. Provide descriptive catalog literature, performance charts and flow charts for each item to be substituted.

3. Provide the amount of cost savings if the substituted item is approved.

B. The City's authorized representative shall have the sole responsibility in accepting or rejecting any substituted item as an approved equal to the equipment and materials listed on the irrigation drawings and specifications.

1.08 GUARANTEE

A. The guarantee for the sprinkler irrigation system shall be made in accordance with the attached form. The general conditions and supplementary conditions of the specifications shall be filed with the City or his representative prior to acceptance of the irrigation system.

B. A copy of the guarantee form shall be re-typed onto the Contractor's letterhead and contain the following information:

GUARANTEE FOR SPRINKLER IRRIGATION SYSTEM

We hereby guarantee that the sprinkler irrigation system we have furnished and installed is free from defects in materials and workmanship, and the work has been completed in accordance with the drawings and specifications, ordinary wear and tear and unusual abuse, or neglect excepted. We agree to repair or replace any defects in material or workmanship which may develop during the period of one year from date of acceptance and also to repair or replace any damage resulting from the repairing or replacing of such defects at no additional cost to the City. We shall make such repairs or replacements within a reasonable time, as determined by the City, after receipt of written notice. In the event of our failure to make such repairs or replacements within a reasonable time after receipt of written notice from the City, we authorize the City to proceed to have said repairs or replacements made at our expense and we will pay the costs and charges therefore upon demand.

PROJECT: _____

LOCATION: _____

_____

SIGNED: _____

ADDRESS:._____

_____

PHONE: _____

DATE OF ACCEPTANCE: _____

2. PRODUCTS

2.01 MATERIALS

A. General: Use only new materials of brands and types noted on drawings, specified herein or approved equals.

B. PVC pressure mainline pipe and fittings:

1. Pressure mainline piping for sizes 1 ½” and smaller Schedule 40 PVC, for 2" to 3” shall be Class 315 PVC and 4” and larger SDR21 PVC.
2. Pipe shall be made from NSF approved Type I, Grade I, PVC compound conforming to ASTM resin specification D1784. All pipe must meet requirements as set forth in Federal Specification PS-22-70, with an appropriate standard dimension (S.D.R.) (Solvent-weld Pipe).
3. Pressure mainline piping for sizes 1-1/2" and smaller shall be PVC Schedule 40 with solvent welded joints.
4. PVC solvent-weld fittings shall be schedule 40, 1-20, II-I NSF approved conforming to ASTM test procedure D2466.
5. Solvent cement and primer for PVC solvent-weld pipe and fittings shall be of type and installation methods prescribed by the manufacturer.
6. All PVC pipe must bear the following markings:
   a. Manufacturer's name
   b. Nominal pipe size
   c. Schedule or class
   d. Pressure rating in P.S.I.
   e. NSF (National Sanitation Foundation) approval
   f. Date of extrusion
7. All fittings shall bear the manufacturer's name or trademark, material designation, size, applicable I.P.S. schedule and NSF seal of approval.

C. PVC non-pressure lateral line piping:

1. Non-pressure buried lateral line piping shall be PVC Schedule 40 with solvent-weld joints.
2. Pipe shall be made from NSF approved, Type I, Grade II PVC compound conforming to ASTM resin specification D1784. All pipe must meet requirements set forth in Federal Specification PS-22-70 with an appropriate standard dimension ratio.
3. Except as noted in paragraphs 1 and 2 of section 2.01B, all requirements for non-pressure lateral line pipe and fittings shall be the same as for solvent-weld pressure mainline pipe and fittings as set forth in section 2.01B of these specifications.

D. Control wiring:

1. If/as specified, provide “Add-a-Zone” Kits to establish wiring for new valves.
   a. Mfr: R Co. Parts, Pleasanton Ca. Model #RCO 860009 or equal.

2. Connections between the automatic controller and the electric control valves shall be made with direct burial copper wire AWG-U.F. 600 volt. Pilot wires shall be a different color wire for each automatic controller. Common wires shall be white with a different color stripe for each automatic controller. Install in accordance with valve manufacturer's specifications and wire chart. In no case shall wire size be less than #14.
3. Wiring shall occupy the same trench and shall be installed along the same route as pressure supply or lateral lines wherever possible.
4. Where more than one (1) wire is placed in a trench, the wiring shall be taped together at intervals of ten (10) feet.
5. An expansion curl shall be provided within three (3) feet of each wire connection. Expansion curl shall be of a sufficient length at each splice connection at each electrical control, so that in case of repair, the valve bonnet may be brought to the surface without disconnecting the control wires. Control wires shall be laid loosely in trench without stress or stretching of control wire conductors.
6. All non-decoder or flow sensor splices shall be made with 3M DBY-6Kit, Rain Bird Snap-Tite wire connector or approved equal verified by manufacturer. Use one splice per connector sealing pack.
7. Field splices between the automatic controller and electrical control valve will not be allowed without prior approval of the Authorized Representative.

E. Automatic controller:
1. Refer to Drawings.

F. Electrical Control Valves:
1. All electric control valves shall be as shown on plans.
2. All electric control valves shall have a manual flow adjustment.
3. Provide and install one control box for each electrical control valve.

G. Control valve boxes:
1. In landscape areas: Use 10" x 10-1/4" round box for all gate valves, Carson Industries #910-12B with green bolt- down cover or approved equal. Extension sleeve shall be PVC -6" minimum size.
2. In Landscape Areas: Use 9 -1/2" x 16" x 11" rectangular box for all electrical control valves, Carson Industries 1419-12B with green bolt-down cover or approved equal.
3. If existing plastic yard boxes are located within Decomposed Granite pathway: Provide Brooks concrete traffic rated box of similar size to replace plastic boxes.

H. Sprinkler Heads:
1. All sprinkler heads shall be of the same size, type and shall deliver the same rate of precipitation with the diameter (or radius) of throw, pressure, and discharge as shown on the plans and/or specified in these special provisions.
2. Spray heads shall have a screw adjustment.
3. Riser units shall be fabricated in accordance with the details shown on the plans.
4. Riser nipples for all sprinkler heads shall be the same size as the riser opening in the sprinkler body.

5. All sprinkler heads of the same type shall be of the same manufacturer.

I. Landscape Dripline:

6. Landscape dripline shall be the same type and manufacturer as indicated on the Drawings.

3. EXECUTION

3.01 INSPECTION

A. Site Conditions:

1. All scaled dimensions are approximate. The Contractor shall check and verify all size dimensions and receive Authorized Representative's approval prior to proceeding with work under this section.
2. Exercise extreme care in excavating and working near existing utilities. Contractor shall be responsible for damages to utilities which are caused by his operations or neglect. Check existing utilities drawings for existing utility locations.
3. Coordinate installation of sprinkler irrigation materials including pipe, so there shall be NO interference with utilities or other construction or difficulty in planting trees, shrubs, and groundcovers.
4. The Contractor shall carefully check all grades to satisfy himself that he may safely proceed before starting work on the sprinkler irrigation system.

3.02 PREPARATION

A. Physical layout:

1. Prior to installation, the Contractor shall stake out all pressure supply lines, routing and location of sprinkler heads.
2. All layout shall be approved by Authorized Representative prior to installation.
3. Water Supply:
4. Sprinkler irrigation system shall be connected to water supply points of connection as indicated on the drawings.
5. Connections shall be made at approximate locations as shown on the drawings. Contractor is responsible for minor changes caused by actual site conditions.

B. Electrical Supply:

1. Electrical connections for automatic controller shall be made as shown on drawings.
2. Connections shall be made at approximate locations as shown on drawings. Contractor is responsible for minor changes caused by actual site conditions.

3.03 INSTALLATION

A. Trenching:

1. Dig trenches straight and support pipe continuously on bottom of trench. Lay pipe to an even grade. Trenching excavation shall follow layout indicated on drawings and as noted.
2. Provide for a minimum of eighteen (18) inches cover for all pressure supply lines up to 2 1/2" size.

3. Provide for a minimum of 36" cover for all pressure supply lines 3" and larger.
4. Provide for a minimum cover of twelve (12) inches for all lateral lines.
5. Provide for a minimum cover of eighteen (18) inches for all control wiring.

B. Backfilling:

1. The trenches shall not be backfilled until all required tests are performed. Trenches shall be carefully backfilled with the excavated materials approved for backfilling, consisting of earth, loam, sandy clay, sand or other approved materials, free from large clods of earth or stones. Backfill shall be mechanically compacted landscaped areas to a dry density equal to adjacent undisturbed oil in planting areas. Backfill will conform to adjacent grades without dips, sunken areas or other surface irregularities.
2. A fine granular material backfill will be initially placed on all lines. No foreign matter larger than one-half (1/2") inch in size will be permitted in the initial backfill.
3. Flooding of trenches will be permitted only with approval of the Authorized Representative.
4. If settlement occurs and subsequent adjustments in pipe, valves, sprinkler heads, lawn or planting, or other construction are necessary, the Contractor shall make all required adjustments without cost to the City.

C. Trenching and backfill under paving:

1. Trenches located under areas where paving, asphaltic concrete or concrete will be installed shall be backfilled with sand (a layer six (6) inches below the pipe and three (3) inches above the pipe) and compacted in layers to 95% compaction using manual or mechanical tamping devices. Trenches for piping shall be compacted to equal the compaction of the existing, adjacent, undisturbed soil and shall be left in a firm, unyielding condition. All trenches shall be left flush with the adjoining grade. The sprinkler irrigation Contractor shall set the place, cap and pressure test all piping under paving prior to the paving work.
2. Generally, piping under existing pavement is done by jacking, boring or hydraulic driving, but, where any cutting or breaking of sidewalks and/or concrete is necessary, it shall be done and replaced by the Contractor as a part of the contract cost. Permission to cut or break sidewalks and/or concrete shall be obtained from the Authorized Representative. No hydraulic driving will be permitted under concrete paving.
3. Provide for a minimum cover of eighteen (18) inches between the top of the pipe and the bottom of the aggregate base for all pressure and non-pressure piping installed under asphaltic concrete paving.

D. Assemblies:

1. Routing of sprinkler irrigation lines as indicated on the drawings is diagrammatic. Install lines (and various assemblies) in such a manner as to conform with the details per plans.
2. Install NO multiple assemblies in plastic lines. Provide each assembly with its own outlet.
3. Install all assemblies specified herein in accordance with respective detail. In the absence of detail drawings or specifications pertaining to specific items required to complete work, perform such work in accordance with best standard practice with prior approval of the Authorized Representative.

4. PVC pipe and fittings shall be thoroughly cleaned of dirt, dust and moisture before installation. Installation and solvent welding methods shall be as recommended by the pipe and fitting manufacturer.

5. On PVC to metal connections the Contractor shall work the metal connections first. Teflon tape or approved equal shall be used on all threaded PVC to PVC and on all threaded PVC to metal joints. Light wrench pressure is all that is required. Where threaded PVC connections are required, use threaded PVC adaptors into which the pipe may be welded.

E. Line clearance: All lines shall have a minimum clearance of six (6) inches from each other and from lines of other trades. Parallel lines shall not be installed directly over one another.

F. Automatic controller: New controller as indicated on Drawings.

G. High voltage wiring for automatic controllers:

1. 120 volt power connection to the automatic controller shall be provided by the irrigation Contractor.

2. All electrical work shall conform to local codes, ordinances and union authorities having jurisdiction.

H. Remote control valves: Install where shown on drawings and details. When grouped together, allow at least twelve (12") inches between valves. Install each remote control valve in a separate valve box. Each valve number shall be stenciled on valve box top with exterior paint and shall receive valve tag with corresponding valve number. All valve groupings shall have an isolation gate valve upstream from grouping.

I. Flushing of system:

1. After all new sprinkler pipe lines and risers are in place and connected, all necessary diversion work has been completed, and prior to installation of sprinkler heads, the control valves shall be opened and full head of water used to flush out the system.

2. Sprinkler heads shall be installed only after flushing of the system has been accomplished to the complete satisfaction of the Authorized Representative.

J. Install the sprinkler heads as designated on the drawings. Sprinkler heads to be installed in this work shall be equivalent in all respects to those itemized.

1. Spacing of heads shall not exceed the maximum indicated on the drawings. In no case shall the spacing exceed the maximum recommended by the manufacturer.

K. Install the landscape dripline as designated on the drawings.

1. Spacing of dripline shall not exceed the maximum indicated on the drawings. In no case shall the spacing exceed the maximum recommended by the manufacturer.

2. Fittings shall be of the same manufacturer as the landscape dripline tubing.

3.04 TREE ROOT PRESERVATION

A. Tree roots encountered over 2 inches in diameter shall be cut clean and painted with two coats of Tree Seal or equal. Trenches adjacent to trees should be closed within twenty four (24) hours; where this is not possible, the side of the trench adjacent to the tree shall

be kept shaded with burlap or canvas. Refer to 05639 – Tree and Plant Protection for additional requirements.

3.05 FIELD QUALITY CONTROL

A. Adjustment of the system:

1. The Contractor shall flush and adjust all sprinkler heads for optimum performance and to prevent overspray onto walks, roadways and buildings as much as possible.
2. If it is determined that adjustments in the irrigation equipment will provide proper and more adequate coverage, the Contractor shall make such adjustments prior to planting. Adjustments may also include changes in nozzle sizes and degrees of arc as required.
3. Lowering raised sprinkler heads by the Contractor shall be accomplished within ten (10) days after notification by the City.
4. All sprinkler heads shall be set perpendicular to finished grades unless otherwise designated on the plans.

B. Testing of irrigation system:

1. The contractor shall request the presence of the Authorized Representative in writing at least 48 hours in advance of testing.
2. Test all pressure lines under hydrostatic pressure of 150 pounds per square inch and prove watertight.

   Note: Testing of pressure mainlines shall occur prior to installation of electric control valves.
3. All piping under paved areas shall be tested under hydrostatic pressure of 150 pounds per square inch and proved watertight prior to paving.
4. Sustain pressure in lines for not less than two (2) hours. If leaks develop, replace joints and repeat test until entire system is proven watertight.
5. All hydrostatic tests shall be made only in the presence of the Authorized Representative or another duly authorized representative of the City. No pipe shall be backfilled until it has been inspected, tested and approved in writing.
6. Furnish necessary force pump and all other equipment.
7. When the sprinkler irrigation system is completed perform a coverage test in the presence of the Authorized Representative to determine if the water coverage for planting areas is complete and adequate. Furnish all materials and perform all work required to correct any inadequacies of coverage - without bringing this to the attention of the Authorized Representative - due to deviation from plans or where the system has been willfully installed as indicated on the drawings when it is obviously inadequate. This test shall be accomplished before any ground cover is planted.
8. Upon completion of each phase of work, the entire system shall be tested and adjusted to meet site requirements.

3.06 MAINTENANCE

The entire sprinkler irrigation system shall be under full automatic operation for a period of seven (7) days prior to any planting. The Authorized Representative reserves the right to waive or shorten the operation period.

3.07 CLEAN-UP

Clean-up shall be made as each portion of work progresses. Refuse and excess dirt shall be removed from the site, all walks and paving shall be broomed or washed down, and any damage sustained on the work of others shall be repaired to original conditions.

3.08 TEMPORARY REPAIRS

The City reserves the right to make temporary repairs as necessary to keep the sprinkler system equipment in operating condition. The exercise of this right by the City shall not relieve the Contractor of his responsibilities under the terms of the guarantee as herein specified.

3.09 FINAL OBSERVATION PRIOR TO ACCEPTANCE

A. The Contractor shall operate each system in its entirety for the Authorized Representative at time of final observation. Any items deemed not acceptable by the Authorized Representative shall be reworked to the complete satisfaction of the Authorized Representative.

B. The Contractor shall show evidence to the Authorized Representative that the City has received all accessories, charts, record drawings and equipment as required before final inspection can occur.

3.10 OBSERVATION SCHEDULE

A. Contractor shall be responsible for notifying the Authorized Representative in advance for the following observation meetings, according to the time indicated:

1. Pre-job conference - 7 days.
2. Pressure supply line installation and testing - 48 hours.
3. Automatic controller installation - 48 hours.
4. Control wire installation - 48 hours.
5. Lateral line & sprinkler installation - 48 hours.
6. Coverage test - 48 hours.
7. Final inspection - 7 days.

B. When observations have been conducted by other than the Authorized Representative, show evidence in writing of when and by whom these observations were made.

C. No site observations will commence without as-built drawings. In the event the Contractor calls for a site visit without as-built drawings, without completing previously noted corrections or without preparing the system for said visit, he shall be responsible for reimbursing the Authorized Representative at his current billing rates per hour portal (plus transportation costs) for inconvenience. No further site visits will be scheduled until this charge has been paid and received.

END OF SECTION 46

SECTION 47 TREE AND PLANT PROTECTION

PART 1 - GENERAL

1.1 SUMMARY

A. General: Section includes Temporary Tree and Plant Protection of existing trees and plants that are affected by the execution of the Work in accordance with Contract Documents.

B. Summary of Work: Provide all labor, equipment and materials required for the procurement, delivery and operations for temporary tree and plant protection as specified herein.

1.2 DEFINITIONS

A. Protection Zone: Area surrounding individual trees extending to the dripline, groups of trees, shrubs, or other vegetation to be protected during construction, where protect in place is noted.

1.3 SUBMITTALS

A. Product Data: For each type of product indicated.

B. Certification: From Certified Arborist, certifying that trees indicated to remain have been protected during construction according to recognized standards and that trees were promptly and properly treated and repaired when damaged.

C. Maintenance Recommendations: From Certified Arborist, for care and protection of trees affected by construction during and after completing the Work.

D. Existing Conditions: Documentation of existing trees and plantings indicated to remain, which establishes pre-construction conditions that might be misconstrued as damage caused by construction activities.

PART 2 - PRODUCTS

2.1 MATERIALS

A. Protection Zone Fencing if / as required by the City: Fencing fixed in position and meeting one of the following requirements.

1. Plastic Protection Zone Fencing: Plastic construction fencing constructed of high-density extruded and stretched polyethylene fabric with 2-inch (50-mm) maximum opening in pattern and supported by tubular or T-shape galvanized steel posts spaced not more than 8 feet (2.4 m) apart. High-visibility orange color, non-fading.

2. Height of Fencing: 4 feet.

PART 3 - EXECUTION

3.1 EXAMINATION AND PREPARATION

A. Protect tree root systems from damage caused by runoff or spillage of noxious materials while mixing, placing, or storing construction materials. Protect root systems from ponding, eroding, or excessive wetting caused by dewatering operations.

3.2 EXCAVATION

A. Trenching near Trees: Where utility trenches are required within protection zones, hand excavate under or around tree roots or tunnel under the roots by drilling, auger boring, or pipe jacking. Do not cut main lateral tree roots or taproots; cut only smaller roots that interfere with installation of utilities. Cut roots as required for root pruning.

B. Do not allow exposed roots to dry out before placing permanent backfill.

3.3 ROOT PRUNING

A. Prune roots that are affected by temporary and permanent construction.

1. Secure the services of a Certified Arborist and perform root pruning under their direction.

2. Cut roots manually by digging a trench and cutting exposed roots with sharp pruning instruments; do not break, tear, chop, or slant the cuts. Do not use a backhoe or other equipment that rips, tears, or pulls roots.

3. Temporarily support and protect roots from damage until they are permanently covered with soil.

4. Cover exposed roots with burlap and water regularly.

3.4 RE-GRADING

A. Lowering Grade: Where new finish grade is indicated below existing grade around trees, slope grade beyond the protection zone. Maintain existing grades within the protection zone.

B. Raising Grade: Where new finish grade is indicated above existing grade around trees, slope grade beyond the protection zone. Maintain existing grades within the protection zone.

C. Minor Fill within Protection Zone: Where existing grade is 2 inches (50 mm) or less below elevation of finish grade, fill with topsoil. Place topsoil in a single uncompacted layer and hand grade to required finish elevations.

3.5 FIELD QUALITY CONTROL

A. Inspections: Engage a Certified Arborist to direct plant protection measures in the vicinity of trees, shrubs, and other vegetation indicated to remain and to prepare inspection reports.

3.6 DISPOSAL OF SURPLUS AND WASTE MATERIALS

A. Disposal: Remove excess excavated material, displaced trees, trash and debris, and legally dispose of them off Park property.

PART 4 - PAYMENT

4.1 PAYMENT

A. No separate Payment for Tree and Plant Protection shall be made as part of this specification. Incidental work associated with this specification shall be paid as part of other associated bid items.

END OF SECTION 47

SECTION 48. LANDSCAPE PLANTING

1. GENERAL

1.01 SUMMARY

A. The requirements of this Specification Section replace the requirements of the "Greenbook" Standard Specifications for Public Works Construction. Delete Section 800 and Section 801.

1.02 GENERAL

A. The requirements of the “Special Provisions” and “Technical Provisions”, shall apply to all work of this Section with the same force and effect as though repeated in full herein.

1.03 SCOPE OF WORK

A. Work Included:

1. Providing and preparing soil and soil mixes.
2. Planting, including, trees, shrubs and sodded lawns.
3. Staking.
4. Tree Preservation.

B. Related Work Described Elsewhere:

1. Irrigation System Section 46
2. Tree and Plant Protection Section 47.
3. Landscape Finish Grading Section 45
4. Landscape Maintenance- Section 49

1.04 QUALITY ASSURANCE

A. Exclamation of Drawings

1. The word, "Authorized Representative" as used herein shall refer to the City's Project Manager, Construction Management Consultant or Landscape Architect.

B. Source Quality Control:

1. Submit documentation to Authorized Representative at least forty-five (45) days after award of Contract that all plant material is available. Contractor shall be responsible for all material listed on plant list. Any and all substitutions due to availability must be requested in writing prior to confirmation of ordering. All materials shall be subject to inspection by Authorized Representative at any time after confirmation of ordering.
2. Plants shall be subject to inspection and approval of Authorized Representative at place of growth or upon delivery for conformity to specifications. Such approval shall not impair the right of inspection and rejection during progress of the work. Submit written request for inspection of plant material at place of growth to Authorized Representative. Written request shall state the place of growth and quantity of plants to be inspected. Authorized Representative reserves the right to refuse inspection at this time if, in his judgment, a sufficient quantity of plants is not available for inspection.
3. The Contractor shall submit specifications of any item being used on site upon the request of the Authorized Representative.

C. Standards:

1. Provide plants and planting material meeting or exceeding specifications of Federal, State and County laws requiring inspection for plant disease and insect control.
2. Provide quality and size conforming to current edition of “Horticultural Standards” for number one nursery stock as adopted by the American Association of Nurserymen.
3. Provide plants which are true to name. Tag one of each bundle of lot with the name and size of plants in accordance with the standards of practice of the American Association of Nurserymen.
4. In all cases, botanical names shall take precedence over common names.

D. Workmanship:
Perform work in accordance with the best standards of practice for landscape work and under the continual supervision of competent foreman capable of interpreting the drawings and specifications. Quantities and types:
Plant materials shall be furnished in the quantities and / or spacing as shown or noted for each location, and shall be of the species, kinds, sizes, etc., as symbolized and / or described in the “List of Plant Materials,” all as indicated on the drawings.

E. Verification of dimensions and quantities:
All scaled dimensions are approximate. Before proceeding with any work, carefully check and verify all dimensions and quantities and immediately inform the Authorized Representative of any discrepancy between the drawings and/or specifications and actual conditions. No work shall be done in any area where there is any such discrepancy until approval for same has been given by the Authorized Representative.

F. Agricultural Soils Testing:

1. An analysis of existing on-site soil, import topsoil, is required prior to beginning planting work and purchasing the same products or materials.
2. The testing laboratory shall be Wallace Laboratories Inc. 365 Coral Circle, El Segundo, CA 90245, 310•615•0116 (or equal). Tests shall be paid for by the contractor. A minimum of (4) representative on-site soil samples shall be obtained by across the length of the project from different medians. Final amendment recommendations from agronomy laboratory shall be submitted to City for review and approval prior to installation. Recommendations shall supersede standard details.

1.05 JOB CONDITIONS

A. Perform actual planting only when weather and soil conditions are suitable in accordance with locally accepted practice.

1.06 SUBMITTALS

A. Product data:

1. Materials list of items proposed to be provided under this Section.
2. Complete data demonstrating compliance with the specified requirements. This shall not in any way be construed as permitting substitutions.
3. Submit samples of each of the materials listed in Part 2 – ‘Products’ as determined by the Authorized Representative.

B. Certification:
Provide a certificate with each delivery of bulk material, stating the source, quantity, and type of material and stating that the material conforms with the specified requirements.

1. For bulk delivered organic fertilizer, also show on the certificate of volume, net weight and percentages of nitrogen and phosphorus and potassium.

2. For other fertilizers and soil conditions in containers, show on the certificate the total quantities by weight and volume for each material.

1.07 PRODUCT DELIVERY, STORAGE AND HANDLING

A. Delivery:

1. Deliver fertilizer to site in original unopened containers bearing manufacturer's guaranteed chemical analysis, name, trademark, and conformance to State Law.

2. The Contractor shall furnish Authorized Representative with copies of receipts for all amendments specified in Section 2.01 Materials or amended by the required Soils Report specified in Section 1.03 F.

3. Deliver all plants with legible identification labels.

a. Label trees, evergreens, bundles or containers of like shrubs, or groundcover plants.

B. State correct plant name and size indicated on plant list.

a. Use durable waterproof labels with water-resistant ink which will remain legible for at least 60 days.

b. Immediately remove from the job site all plants which are not true to name, and all materials which do not comply with the specified requirements.

2. Protect plant material during delivery to prevent damage to root ball or desiccation of leaves.

3. The Contractor shall notify the Authorized Representative seven (7) days in advance of delivery of all plant materials and shall submit an itemized list of the plant in each delivery.

C. Storage:

1. Store plant material in shade and protect from weather.

2. Maintain and protect plant material not to be planted within four (4) hours in a healthy, vigorous condition.

D. Handling:
The Contractor is cautioned to exercise care in handling, loading, unloading and storing of plant materials. Plant materials that have been damaged in any way will be discarded and, if installed, shall be replaced with undamaged materials.

1.08 SAMPLES AND TESTS

Authorized Representative reserves the right to take and analyze samples of materials for conformity to specifications at any time. Contractor shall furnish samples upon request by Authorized Representative. Rejected materials shall be immediately removed from the site at Contractor's expense. Cost of testing of materials not meeting specifications shall be paid for by Contractor.

1.09 GUARANTEE AND REPLACEMENT

Submit a written guarantee in approved form in compliance with the related requirements of General Conditions guaranteeing the work of this section against any defective materials and workmanship in compliance with the following terms, agreeing to replace any defective materials and/or workmanship at no additional cost to the owner.

A. Trees shall be guaranteed for a period of one year and shrubs, vines and ground cover for a period of six months after final approval and acceptance of the project.

B. Any plant material which dies or which is not healthy or vigorous when it has received normal care and maintenance shall be replaced within or at the end of the guarantee period and as specified in the Landscape Maintenance Specifications.

C. Any trees or other plant materials that die-back and lose the form and size as originally specified, shall be replaced even though they have taken root and are growing after the die-back.

D. The Contractor, when notified by the Authorized Representative, shall remove and replace all guaranteed plant materials which for any reason fail to meet the requirements of the guarantee. Replacement of material and plants shall be made to same specifications as required for original planting. All replacements shall be guaranteed as specified for original materials from the actual date of the planting of replacement material.

1.010 EXISTING TREES 'TO BE PROTECTED IN PLACE'

A. When the site is ready for clearing, existing trees designated as 'to remain' shall be protected from land clearing equipment and construction work. Barricades shall be erected around the tree to protect the entire dripline (an imaginary perpendicular line that extends downward from the outer-most tip of the tree branches to the ground) of the tree.

B. See Section 47 – Tree and Plant Protection for additional requirements.

1.10 ROOT BARRIER REQUIREMENT

A. All trees within 5' (eight feet) of any paving curbs, or bands (except for trees in tree grates) shall be installed with linear root barriers. Root barrier products for trees within 8' (eight feet) of any sidewalks, curbs, gutters, and paving governed by or under the jurisdiction of the City, shall be that specified and approved by the City and shall be installed in accordance with the City's standards and the manufacturers specifications, recommendations, and details.

1.11 TREE PLACEMENT AND LOCATION REQUIREMENTS

A. Trees shall be located not less than:

1. Twenty (20) feet back of beginning of curb returns at any street intersection.
2. Twenty (20) feet from lamp standards and power poles.
3. Ten (10) feet from fire hydrants.
4. Five (5) feet from service walks and driveways.
5. Five (5) feet from water meters.

2. PRODUCTS

2.01 Materials

A. The following organic, soil amendments and fertilizers are to be used for bid price basis only (per 1,000 s.f. basis).

- (3) CY Organic nitrolized compost
- (10) pounds agricultural gypsum
- (75) Pounds TriC Humate Plus (Note: Humate Plus shall be part of soil amendment application regardless of whether recommended by soils laboratory)
- Final amendments and fertilizer specification will be made after grading operations are complete and soil samples are tested through an agronomy laboratory, see Section 1.03E.

B. All materials shall be of standard, approved and first-grade quality and shall be in prime condition when installed and accepted. Any commercially processed or packaged material shall be delivered to the site in the original unopened container bearing the manufacturer's guaranteed analysis. Contractor shall supply Authorized Representative with a sample of all supplied materials accompanied by analytical data from an approved

laboratory source illustrating compliance or bearing the manufacturer's guaranteed analysis:

C. Organic Amendment:
Earthworks Soil Amendments, Inc. 'Planting Mix', 310•802•8842 or equal.

1. Planting Mix
EarthWorks Planting Mix is pre-moistened blend of carefully selected organic compost, aged forest products, premium peat moss, pumice and chicken manure which is formulated for all landscape planting applications.

D. Soil Amendment:

1. Soil Sulfur: Agricultural grade sulfur containing a minimum of 99% sulfur (expressed as elemental).
2. Iron Sulfate: 20% Iron (expressed as metallic iron), derived from ferric and ferrous sulphate, 10% sulfur (expressed as elemental).
3. Calcium Carbonate: 95% lime as derived from oyster shells.
4. Gypsum: Agricultural grade product containing 98% minimum calcium sulphate.
5. Amendment: Establish 'by Earthworks Soil Amendment Inc., 310•802•8842. Earthworks Establish is designated to be used as a pre-plant soil amendment and contains both soluble and insoluble nutrients for immediate and long term fertilization as follows:

   Analysis: 1-1.3-6.3
   1% Total Nitrogen
   1.3% Available Phosphoric Acid
   6.3% Soluble Potash
   16% Calcium
   1.5% Sulfur
   .75% Iron
   .06% Manganese
   Derived from: Rock Phosphate, composted chicken manure, sulfate of potash, gypsum, worm castings and dairy manure compost.

E. Fertilizer:

1. Planting Fertilizer: Granular form fertilizer consisting of the following percent by weight by Earthworks
   7% nitrogen
   1% phosphoric acid
   7% potash
2. Gro-Power Planter Pot Fertilizer: Shall be Gro-Powers' controlled release fertilizer and soil conditioner or equal in the following percent by weight.
   12% nitrogen
   8% phosphoric acid
   8% potash
   25% humus
   5% humic acid
3. Planting Tablets:
   a. Each tablet shall have 17 species of Endo & Ecto Mycorrizal Inoculum
   b. Shall be Tri-C Myco Tabs (17-9-5) tablets as manufactured by Tri- C Natural Solutions or approved equal, applied per manufacturer's instructions. Tablets

shall be included in plant pit backfill if not recommended by soils laboratory recommendations.

4. Sulphate of potash: 0-0-50
5. Single Super-Phosphate: Commercial product containing 18-20% available Phosphoric Pentoxide, or equal.
6. Urea Formaldehyde: 38-0-0
7. Humate plus conditioner by Tri-C Enterprises, 800•927•3311.

F. Import Top Soil:
Silt plus clay content of the import soil shall not exceed 20% by weight with a minimum 95% passing the 2.0 millimeter sieve. The sodium absorption ratio (SAR) shall not exceed 6 and the electrical conductivity (ECe) of the saturation extract of this soil shall not exceed 3.0 millimhos per centimeter at 25 degrees centigrade. The boron content shall be no greater than 1 part per million as measured on the saturation extract. In order to insure conformance, samples of the import soil shall be submitted to the agricultural soils testing laboratory (see section 1.03F) for analysis prior to, and following, backfilling. Do not obtain top soil form areas in which are growing noxious weeds such as morning glory oxalis Bermuda or nut grasses. Soil shall be free of deleterious and / or harmful substances and properties.

G. Plant Material:

C. Plants shall be in accordance with the California State department of Agriculture's regulation for nursery inspections, rules and rating. All plant materials shall have been inspected and released by the County Agricultural inspector prior to delivery on the job. All plants shall have a normal habit of growth and shall be sound, healthy, vigorous and free of insect infestations, plant diseases, sunscalds, fresh abrasions of the bark, excessive abrasions, or other objectionable disfigurements. Tree trunks shall be sturdy and have well "hardened" systems and vigorous and fibrous root systems which are not root or pot-bound. In the event of disagreement as to condition of root system, the root conditions of the plants furnished by the Contractor in containers will be determined by removal of earth from the roots of not less than two plants or more than two percent of the total number of plants of each species or variety. Where container-grown plants are from several sources, the roots of not less than two plants of each species or

1. variety from each source will be inspected. In case the sample plants inspected are found to be defective, the Authorized Representative reserves the right to reject the entire lot or lots of plants represented by the defective samples. The Authorized Representative is the sole judge as to acceptability. Any plants rendered unsuitable for planting because of this inspection will be considered as samples and will be provided at the expense of the Contractor.
2. The size of the plants will correspond with that normally expected for species and variety of commercially available nursery stock or as specified on drawings. The minimum acceptable size of all plants measured before pruning with the branches in normal position, shall conform with the measurements, if any, specified on the drawings in the list of plants to be furnished. Plants larger in size than specified may be used with the approval of the Authorized Representative, but the use of larger plants will make no change in Contract price. If the use of larger plants is approved, the ball of earth or spread of roots for each plant will be increased proportionately.
3. All plants not conforming to the requirements herein specified, shall be considered defective and such plants, whether in place or not, shall be marked as rejected and immediately removed from the site of the work and replaced with new plants at the Contractor's expense. The plants shall be of the species, variety, size and conditions specified herein or as shown on the drawings. Under no conditions will there be any

substitutions of plants or sizes listed on the accompanying plans, except with the express consent of the Authorized Representative.

4. Pruning:
   At no time shall trees, (excluding palm trees) or plant materials be pruned, trimmed or topped prior to delivery and any alteration of their shape shall be conducted only with the approval and when in the presence of the Landscape Architect.

5. Plant Material:
   Plant material shall be true to botanical and common name and variety as specified in the latest edition of the “Annotated Checklist of Woody Ornamental Plants in California, Oregon and Washington”, published by the University of California School of Agriculture.

6. Nursery Grown and Collected Stock:

   a. Grown under climatic conditions similar to those in locality of project.

   b. Container-grown stock in vigorous, healthy condition, not root-bound or with root system hardened off.

   c. Use only liner stock plant material which is well established in removable containers or formed homogenous soil section.

7. Substitute plant material will not be permitted unless specifically approved in writing by the Landscape Architect.

D. Staking Materials:

1. Wood tree stakes:
   Lodge pole pine, full treated with Coppernapthanate Wood Preservative in strict accordance with Federal Spec. TT-W-572 Type 1 Composition B, 2" (mm. nominal size) diameter x 10' long, no split stakes. Stakes are to be free of loose knots or bends and are to be pointed at one end.

2. Pipe Tree Stakes:
   Sch. 40 steel pipe, 1-1/2" diameter with cap, primed and painted before installation with two coats flat black exterior enamel. Touch up in field to match shop condition.

3. Ties:

   a. V.I.T. Products ‘Twist brace’, 800•729•1314
      TB-24 for 15 Gallon Trees
      TB-36 for 24” Box Trees
      TB-42 for 36” Box Trees

   b. Attach to Lodgepoles using galvanized nails.

E. Tree Paint: Morrison Tree Seal, Cabort Tree paint, or equal.

F. Water: Furnished by Owner; transport as required.

G. Mulch:

1. ‘Forest Floor 0-2”’ as supplied by Aguinaga Fertilizer, 949•786•9558 or equal.

2. The mulch shall consist of a woody bark material 2 inches or less in size.

3. Compact grades adjacent to edging to avoid settling.

H. Tree transplant stimulant”

1. ‘Super-Thrive’ by Vitamin Institute

3. EXECUTION

3.01 SURFACE CONDTIONS AND PROTECTION OF PROPERTY

A. Prior to excavation for planting or placing of stakes, locate all electric cables and conduits, storm and sanitary sewer lines and all other utility lines so that proper precautions may be taken not to damage such improvements. In the event of a conflict between lines and plant locations, promptly notify the Landscape Architect. Failure to follow this procedure places upon the Contractor the responsibility to repair damages at his own expense which result from work hereunder.

3.02 INSPECTION

A. Obtain City certification that final grades to +0.10' have been established prior to commencing planting operations. Provide for inclusion of all amendments, settling, etc. Landscape Contractor shall be responsible for shaping all planting areas as indicated on plans or as directed by the Landscape Architect.

B. Inspect trees, shrubs and liner stock plant material for injury, insect infestation and trees and shrubs for improper pruning.

C. Do not begin planting of trees until deficiencies are corrected or plants replaced.

3.03 PREPARATION

A. Soil Preparation:

1. After rough grading operations have ceased and finished grades have been established to within .10’, the soil shall be conditioned and fertilized in the following manner. Amendments shall be uniformly spread and cultivated thoroughly by means of mechanical tiller into the top 4" of soil. The following organic, soil amendments and fertilizer rates, and quantities are to be used for bid basis only. Specific planting specifications will be made after rough grading operations are complete and soil samples are tested by the Owner per section 1.03F.

<u>Application Rates (Per 1,000 square feet)</u>
Refer to Section 2.01 and / or final agronomic recmmendations.

3.04 PLANTING INSTALLATION

A. General:

1. Actual planting shall be performed during those periods when weather and soil conditions are suitable and in accordance with locally accepted practice, as approved by the Architect.

2. Only as many plants as can be planted and watered on that same day shall be distributed in a planting area.

3. Containers shall be opened and plants shall be removed in such a manner that the ball of earth surrounding the roots is not broken and they shall be planted and watered as herein specified immediately after removal from the containers. Containers shall not be opened prior to placing the plants in the planting area.

4. Plant locations shown on the Drawings are tentative and subject to minor modification in the field as directed by the Landscape Architect. Make such modifications of location at no additional cost to the City.

5. Do not amend soil underneath rootball of trees or shrubs.

B. Pre-Plant Weed Control:

1. Provide weed abatement program and spray with a non-selective systemic contact herbicide, as recommended and applied by an approved licensed landscape pest control advisor and applicator. Leave sprayed plants intact for at least fifteen (15) days to allow systemic kill.

2. Clear and remove these existing weeds by mowing or grubbing off all plant parts at least 1/4" below the surface of the soil over the entire area to be planted.

3. After irrigation system is operational apply water for five (5) to ten (10) days as needed, to achieve weed germination. Apply contact herbicides and wait as needed before planting. Repeat, if required by Architect.

4. Maintain site weed free until final acceptance by City utilizing mechanical and chemical treatment.

C. Lay-Out of Major Locations:

1. Locations for plants and outlines of areas to be planted shall be marked on the ground by the Contractor before any plant pits are dug. All such locations shall be approved by the Authorized Representative. If underground construction or utility line is encountered in the excavation of planter pits, other locations for planting may be selected by the Authorized Representative. Layout shall be accomplished with flagged grade stakes indicating plant names and specified container size on each stake. It shall be the contractor's responsibility to confirm with the City Representative and governing agencies the location and depth of all underground utilities, and obstructions.

D. Planting of Trees and Shrubs:

1. Excavation for planting shall include the stripping and stacking of all acceptable topsoil encountered within the areas to be excavated for trenches, tree holes, plant pits and planting beds.

2. Excess soil generated from the planting holes and not used as backfill or in establishing the final grades shall be removed from the site.

3. Protect all areas from excessive compaction when trucking plants or other material to the planting site.

4. Center plant in pit or trench.

5. Face plants with fullest growth into prevailing wind.

6. Set plant plumb and hold rigidly in position until soil has been tamped firmly around ball or roots.

7. The planting pits for 24" box and larger Containers should be excavated twice the diameter and two feet deeper than the rootball with roughed-in sides. No prepared backfill mix shall be placed under rootball. In addition, for trees not planted in tree grates, install a flexible 4" corrugated, perforated drain pipe with soil fabric sock surrounding base of plant pit. Provide a snap tee connection and riser extension to finish grade and install a snap end cap. As determined in field, if percolation rate is less than 2" / hr. additional 6" diameter auger holes at diagonal corners of plant pit shall be made to the depth of 4' below rootball and filled with 3/4" crushed rock and covered with filter fabric.

8. Container plants shall be backfi1led with a thoroughly mixed blend of the following: amended site soil (refer to Drawings).

9. All plants which settle deeper than the surrounding grade shall be raised to the correct level. After the plant has been placed, additional backfill shall be added to the hole to cover approximately one-half of the height of the root ball. At this stage, water shall be added to the top of the partly filled hole to thoroughly saturate the root ball and adjacent soil.
10. Can Removal:
    a. Cut cans on two sides with an acceptable can cutter.
    b. Do not injure root ball.
    c. Do not cut cans with spade or ax.
    d. After removing plant, superficially cut edge roots with knife on three sides.
11. Box Removal:
    a. Remove bottom of plant boxes before planting.
    b. Remove sides of box without damage to root ball after positioning plant and partially backfilling.
12. Plant Tablets:
    a. After the water has completely drained, planting tablets shall be placed in the tree and shrub plant pits, no more than 1/3 the way up the rootball and spaced equally around the perimeter approximately 2” from root tips, as indicated below: Refer to Drawings
    b. Planting tablets shall be set with each plant on the top of the root ball while the plants are still in their containers so the required number of tablets to be used can be easily verified by the Architect.
13. Backfill:
    a. The remainder of the hole shall then be backfilled and tamped firm.
    b. After backfilling, an earthen basin shall be constructed around each plant. Each basin shall be of a depth sufficient to hold at least two (2) inches of water. The basins shall be constructed of amended backfill materials. Remove basin in all turf areas after initial watering
    c. Make basin berms for trees and shrubs and from 5 gallon and larger containers at least 4" high. Unless otherwise directed, make other mounds at least 2" high.
    d. After watering, refill settlement within the basins to the required grade, using the specified mix.
    e. Watering basins shall be planted with ground cover in normal pattern.
14. Watering:
    Immediately after planting, apply water to each tree, vine and shrub in a moderate hose stream in the planting basins, until the material about the roots is completely saturated from the bottom to the top:
    a. Provide thorough watering of ground cover by means of the irrigation system within one hour after ground cover planting.
    b. Apply water in such quantities, and at such intervals, as are required to keep the ground moist at all times well below the root system of grass and other planting.

c. Provide hose watering for plants which cannot be efficiently watered with the irrigation system.

15. Pruning:

a. Pruning shall be limited to the minimum necessary to remove injured twigs and branches. Pruning may not be done prior to delivery of plants. Cuts over 3/4" in diameter shall be painted with tree paint.

16. Staking:
Staking of all trees shall be completed immediately after planting and in accordance with the planting details. All stakes shall be installed plumb and as indicated in details.

E. Pot Planting:

1. Place all plants as specified and as located on plans.

2. Backfill pot to within 1” of rim with a thoroughly mixed custom blend of the following or an approved commercially mixed planter pot soil mix.
1 part by volume washed Silica sand
1 part by volume Organic Amendment (Section 2.01C)
10 lbs 12-8-8 fertilizer per cubic yard of custom mix or approved commercially mixed planter pot soil mix (if fertilizer is not already incorporated into the commercial mix).

F. Mulch Cover:
All groundcover, perennial, and annual beds to be dressed with 3” layer of mulch.

3.05 CLEAN-UP

A. After all planting operations have been completed, remove all trash, excess soil, empty plant containers and rubbish from the property. All scars, ruts or other marks in the ground caused by this work shall be repaired and the ground left in a neat and orderly condition throughout the site. Contractor shall pick up all trash resulting from this work no less frequently than each Friday before leaving the site, once a week, and/or the last working day of each week. All trash shall be removed completely from the site.

B. The Contractor shall leave the site area broom-clean and shall wash down all paved areas within the scope of work area, leaving the premises in a clean condition. All walks shall be left in a clean and safe condition.

3.06 OBSERVATION SCHEDULE

A. The Contractor shall be responsible for notifying the Authorized Representative in advance for the following site visits, according to the time

1. Pre-job conference - 7 days

2. Final grade review - 48 hours

3. Plant material review - 48 hours

4. Plant layout review - 48 hours

5. Soil preparation and planting operations. One tree with each type of specified staking shall be approved prior to planting of trees - 48 hours.

6. Pre-maintenance - 7 days

7. Final walk-through - 7 days

B. When observations are conducted by someone other than the Authorized Representative, the Contractor shall show evidence in writing of when and by whom these inspections were made.

C. No site visits shall commence without all items noted in previous Observation Reports are either completed or remedied, unless such compliance has been waived by the Owner. Failure to accomplish punch list tasks or prepare adequately for desired inspections shall make the Contractor responsible for reimbursing the Architect at his current billing rates per hour (plus transportation costs). No further inspections shall be scheduled until this fee has been paid and received.

END OF SECTION 48

SECTION 49 LANDSCAPE MAINTENANCE 90 DAY POST INSTALLATION

1. GENERAL

1.01 SUMMARY

A. The requirements of this Specification Section replace the requirements of the "Greenbook" Standard Specifications for Public Works Construction. Delete Section 800 and Section 801.

1.02 GENERAL

A. The requirements of the “Special Provisions” and “Technical Provisions”, shall apply to all work of this Section with the same force and effect as though repeated in full herein.

1.03 DESCRIPTION

A. SCOPE OF WORK

Contractor shall furnish all labor, equipment, materials, tools, services and special skills required to perform the landscape maintenance as set forth in these specifications and in keeping with the surrounding community.

Maintenance of plant material shall include, but not be limited to, trimming, pruning, watering, fertilization, aeration, thatching, weed control, cultivation, pest control and cleanup. It is the intent to provide a plant material maintenance method to keep the site in a state of perpetual growth. Irrigation maintenance shall include operation of system, adjustments and minor repairs.

Maintenance of other park improvements if maintenance period extends into public usage of park facilities, include but not limited to; debris cleanup around picnic areas, repair of decomposed granite surfacing, monitoring of play equipment and exercise equipment installations for loose / missing bolts or accessories. leveling fiber mulch, cleaning park accessories and structures.

PLANT MATERIALS

A. Edging: Groundcover
    1. Edging and Trimming:
        a. Groundcover adjacent to walks, curbs, paved areas and buildings shall be edged as needed to maintain a neat, clean, well defined edge.
        b. A four (4) inch to six (6) inch bare dirt clearance shall be maintained around the circumference of all trees, shrubs, signs, etc. in groundcover and adjacent building structures.
        c. Trees located in turf areas shall receive two (3) inch min layer of organic mulch with a minimum four (4) to six (6) foot diameter depending upon maturity of tree(s).
    2. Fertilization:
        a. Fertilize 4 times per year apply Tri-C Premium Humate 8 LBS.per 1000 sq. ft.
    4. Watering:
        a. Contractor shall schedule water application to produce a deep rooted groundcover.
    5. Weed, Pest, and Disease Control:
        a. Contractor shall maintain a weed, pest and disease-free ground cover.
        b. Cultivate bare areas a minimum of once every other week. Care shall be

exercised in cultivation not to damage susceptible plant roots.

c. Apply pesticides as required to control and prevent disease/insects.

B. Shrubs

1. Pruning:
   a. Pruning of shrubs shall be performed to attain maximum desired effect while retaining as much of the natural characteristics or branching as possible.
   b. Shrubs shall be pruned as required for safety, removal of broken or diseased branches, general containment, or appearance.
   c. Natural Shape - The intent is to emphasize the natural form of the shrub. Initially, "pinch prune" to keep compact and develop structure. Ultimately, remove annually fifty percent (50%) of old stems to the ground to rejuvenate. Avoid shearing which will eliminate flowering wood and destroy character.
   d. Natural Hedge - The intent is to develop a loose, informal appearing hedge which requires only minimal attention to keep in shape and size. Initially, pinch prune to keep compact. Allow to fill solid horizontally. This is critical to avoid legginess.
   e. Formal Hedge - It is the intent for these shrubs to have straight crisp edges. Initial pinch pruning with shears will encourage the shrubs to fill in.
   f. Prune at the correct time of year to maximize flowering potential.
   g. After flowering, remove any spent blossoms on flower stalks.
2. Fertilization:
   a. Fertilize 4 times per year apply Tri-C Premium Humate 8 LBS.per 1000 sq. ft.
   b. Due to area soil conditions, supplemental feedings of iron may be required to prevent chlorosis.
   c. Contractor shall be responsible to apply all materials required to correct mineral deficiencies affecting plant growth.
3. Weed, Pest and Disease Control:
   a. Contractor shall maintain weed, pest and disease-free shrub/beds at all times.
   b. All Shrub area not underplanted with groundcover will be raked clean and cultivated minimum of every other week.
   c. Apply pesticides as required to control and prevent disease/insects.

C. Trees:

1. No tree work shall be done without prior approval and direction from City's representative.
2. Trees shall be pruned as required to remove broken, diseased branches or for genera containment. It shall be Contractor’s prime responsibility related to pruning to conduct a pruning program which must be approved by the City's representative. This program should develop proper tree scaffolding, strength, and appearance consistent with intended use.
3. Tree stakes, ties and guys shall be checked and corrected as needed. Ties will be adjusted to prevent girdling. Remove unneeded stakes, ties and guys.
4. Pruning is limited to that which may be done from the ground (up to fifteen (15) feet).
5. Apply all chemical controls, such as insecticides, as required to control or prevent pests.
6. Fertilize all trees as needed. Trees may require deep root feeding foliar application.
7. Prune trees to allow for the necessary clearances for pedestrians and vehicle circulation, with a minimum canopy clearance of eight (8) feet - twelve (12) feet

maximum.

8. Surface roots which become maintenance or appearance problems will be removed as required to prevent damage to adjacent paved areas. This shall be considered extra work.

IRRIGATION SYSTEM

A. Controller
    1. Contractor is to adjust his watering schedule equal to the percolation rate each area is capable of receiving based on topography, soil type, plant material, season or climate factors.
    2. Contractor shall utilize repeat cycle on controller to eliminate excessive runoff.
    3. Hours of scheduled operation will be programmed based upon Solar Sync Logic component and reviewed by Contractor on a monthly basis to minimize disease occurrence of plant material and to reduce possible nuisance from sprinkler operation to pedestrians or vehicles.
    4. Locks and keys will be provided by the City's representative.
    5. Contractor shall perform preventative maintenance as needed.

B. Operation of System
    1. All systems shall be personally observed during operation cycle at least once per month to verify effectiveness of sprinkler operation.
    2. Contractor will adjust and clean, as necessary, all sprinkler heads, valves, and pressure reducers to continue operation at maximum efficiency and performance.
    3. Sprinkler heads in planter areas shall be kept clear of overgrowth which may obstruct maximum operation.
    4. Contractor will be responsible for trimming and making necessary adjustments to riser height as growth rates indicate to prevent "elephant tracks".
    5. Contractor shall be responsible for keeping interior of valve boxes clean. A clean gravel base shall be maintained at all times.
    6. Dripline systems shall be flushed on a semi-yearly basis

C. Repairs
    1. Any repairs made by the Contractor will be in accordance with current practices or as directed by City's representative.
        a. Current Practices:
            (1) Use similar dripline tubing and / or repair and flush lines if damaged during operations.
    2. Repairs to irrigation system caused by conditions under which Contractor does not have direct control shall be paid for by the City as extra work. Repairs under this shall be vandalism, normal wear and tear, storm damage (Acts of God).
    3. Malfunctions of any nature which are deemed to be the fault of materials or workmanship still covered under original installation guarantee shall be reported immediately to the City's representative.
    4. Contractor will maintain an accurate up-to-date record of all irrigation repairs, stating date of repair, specific location, and nature of repair. This log must accompany a monthly itemized invoice.
    5. Landscape areas will be returned to original condition following any irrigation repairs or replacements.

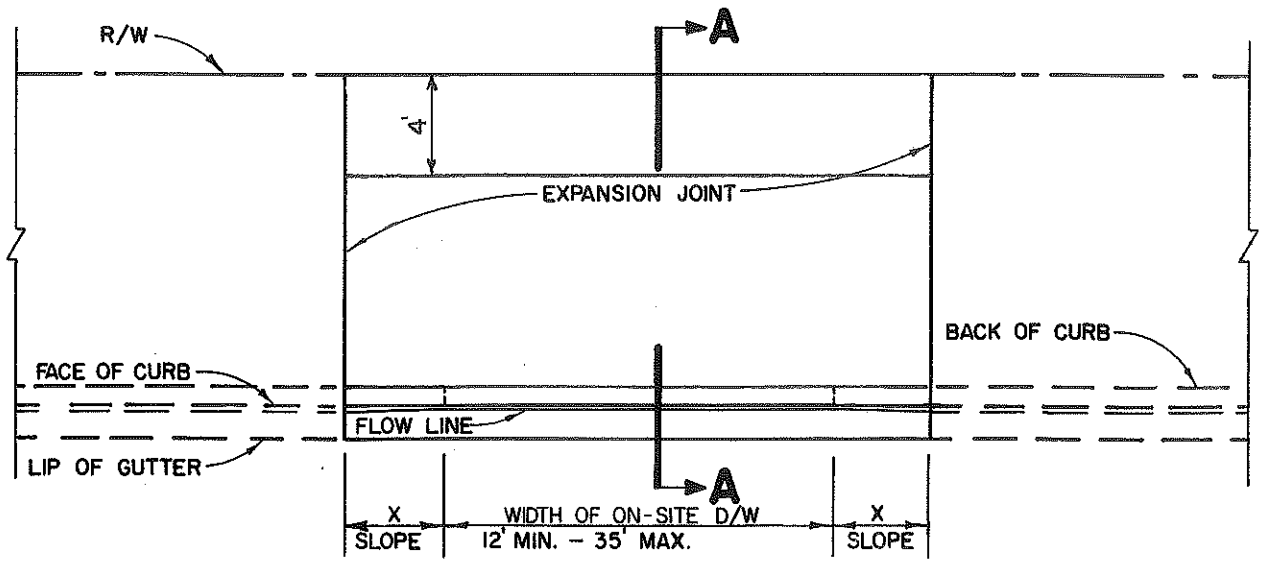
CLEAN-UP

Contractor will remove all debris resulting from the maintenance operations at the project and

dispose of according to City policies.

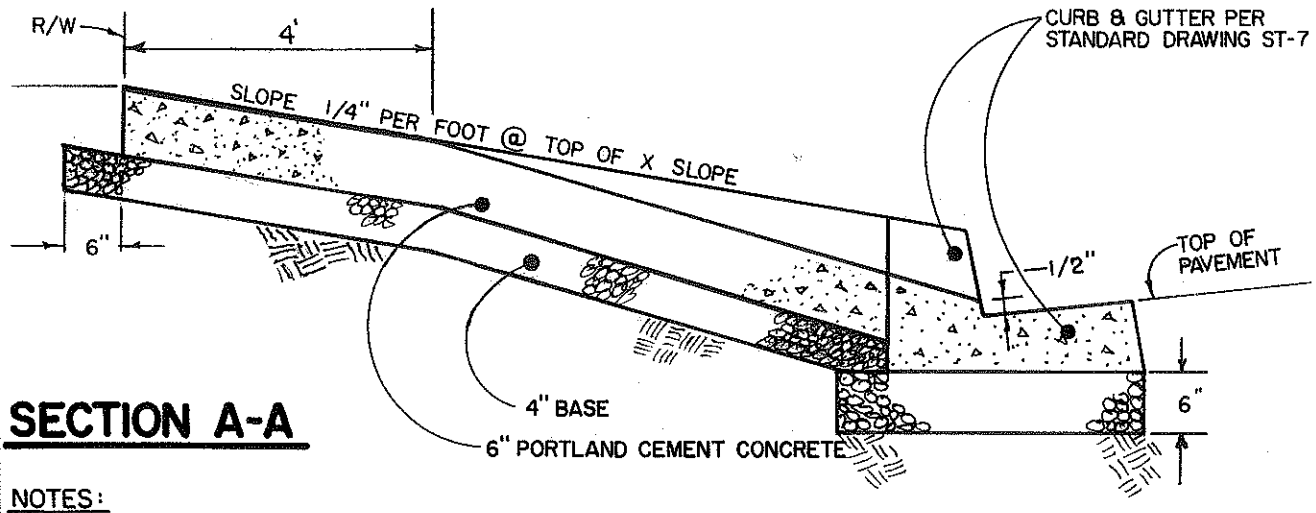
END OF TECHNICAL PROVISIONS

APPENDIX A: CITY STANDARDS



WHEN CURB FACE IS LESS THAN 8", X SLOPE IS 3' 0".
WHEN CURB FACE IS 8" OR MORE, X SLOPE IS 4' 0".

PLAN VIEW



SECTION A-A

NOTES:

1. ALL CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE "STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION."
2. PORTLAND CEMENT CONCRETE SHALL BE 520-C-2500 PER "STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION."
3. BASE SHALL BE CRUSHED AGGREGATE BASE PER "STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION"
4. WHERE EXISTING CONCRETE IS TO BE REMOVED, IT SHALL FIRST BE SAWCUT AT THE NEAREST SCOREMARK.
5. DRIVEWAY INSTALLATION SHALL BE IN CONFORMANCE WITH THE DRIVEWAY POLICY OF THE DEPARTMENT OF PUBLIC WORKS.

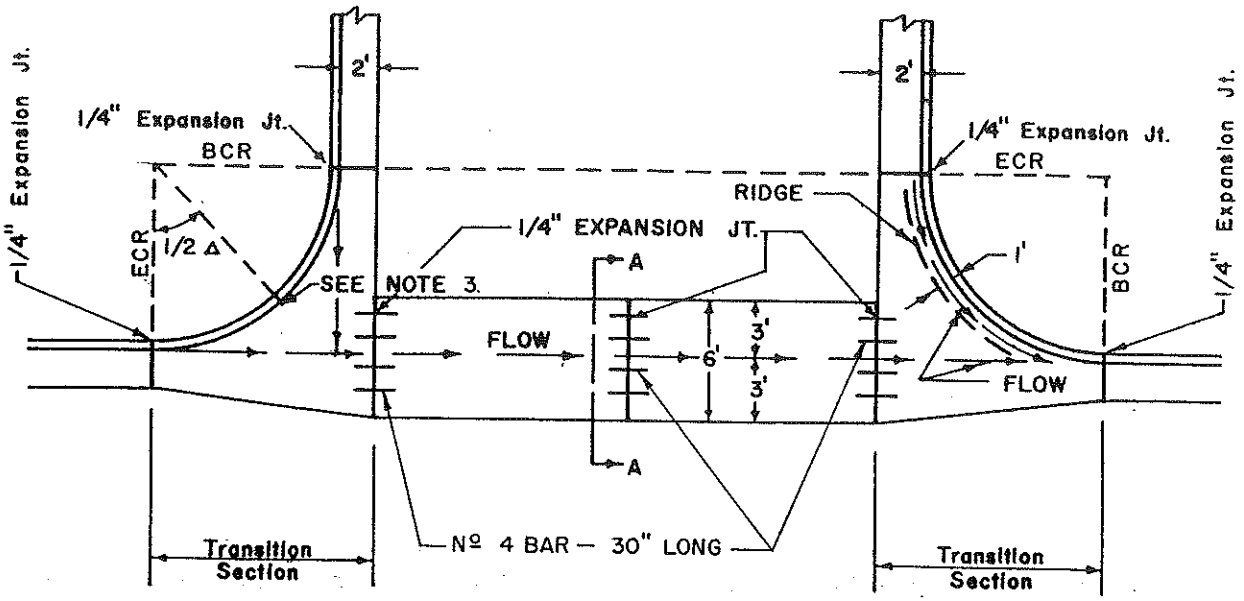
REVISIONS
4-28-94 AD
2-11-91 AD
11-1-76 KEC

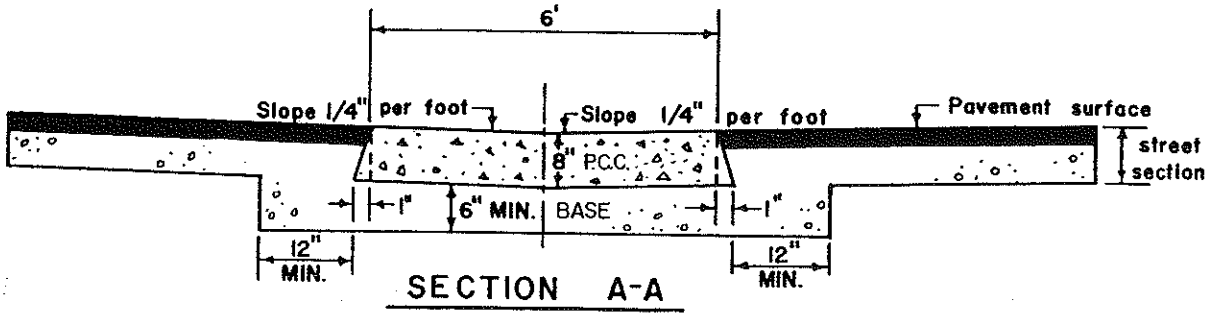
CITY OF GARDENA — PUBLIC WORKS DEPT. **ENGINEERING DIVISION**

TITLE: **COMMERCIAL DRIVEWAY**

APP. BY: _____ 2/11/91
CITY ENGINEER R.C.E. NO. 12327 DATE

DESIGNED BY	R.H.M.	11-75	DWG. NO. ST-1-A
DRAWN BY	R.M.E.	11-75	
CHECKED BY	R.H.M.	11-75	





SECTION A-A

NOTES

1. BASE SHALL BE **CRUSHED AGGREGATE BASE PER** "STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION."
2. PORTLAND CEMENT CONCRETE SHALL BE CLASS 520-C-2500 PER "STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUTION."
3. **THE FLOW LINE SHALL BE RAISED TWO INCHES AT THE MIDPOINT TO EXPEDITE DRAINAGE.**
4. **THE FLOW LINE SHALL HAVE AN 8" WIDE STEEL TROWEL FINISH & ALL OTHER HORIZONTAL SURFACES SHALL HAVE A COURSE BROOM FINISH.**

CITY OF GARDENA — ENGINEERING DIVISION

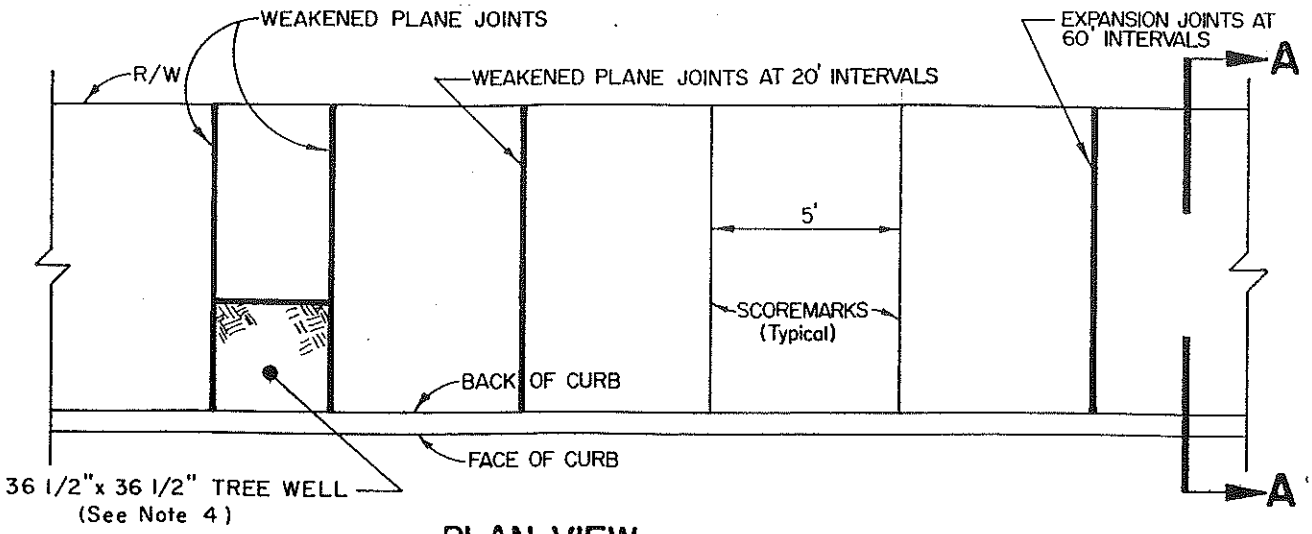
TITLE:

CROSS GUTTER

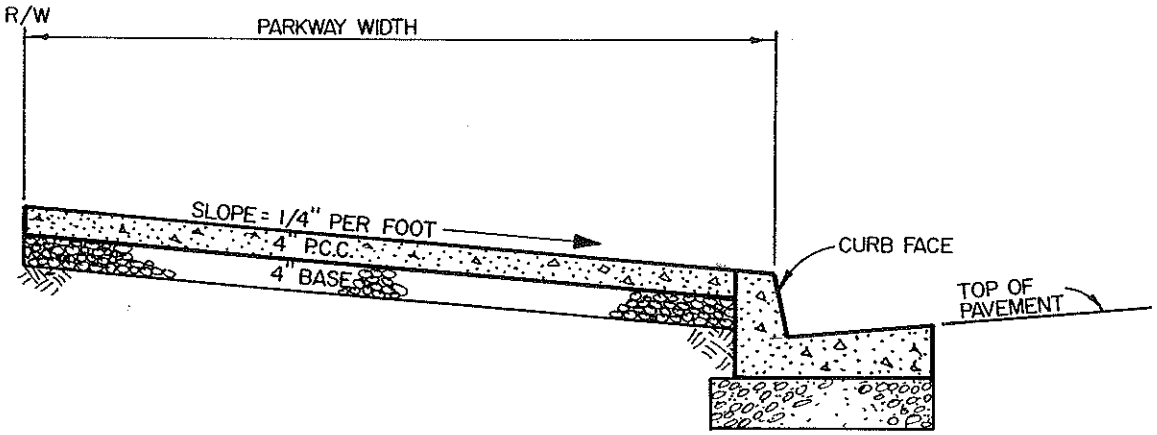
APP. BY: [signature] 12/16/98 DATE

DESIGNED BY		
DRAWN BY	A.W.D.	12/16/98
CHECKED BY		

DWG. NO. ST - 3



PLAN VIEW



SECTION A-A

NOTES:

1. ALL CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE "STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION".
2. WHERE EXISTING CONCRETE IS TO BE REMOVED, IT SHALL FIRST BE SAWCUT AT THE NEAREST SCOREMARK.
3. BASE SHALL BE CRUSHED MISC. BASE PER "STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION".
4. TREE WELLS SHALL BE CONSTRUCTED PER STANDARD ST-11 AT 40' INTERVALS.

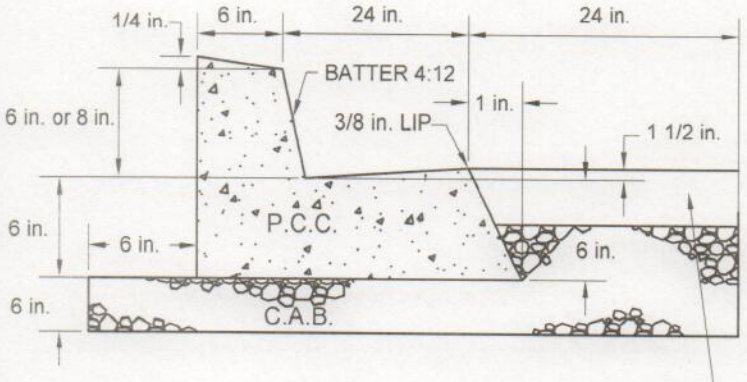
NOTE:
NEW SIDEWALKS WILL REQUIRE CRUSHED MISCELANEOUS BASE.
SIDEWALKS (REPLACEMENT OF SIDEWALK) RECOMPACT EXISTING BASE MATERIAL.

CITY OF GARDENA — ENGINEERING DIVISION

TITLE: **COMMERCIAL SIDEWALK**

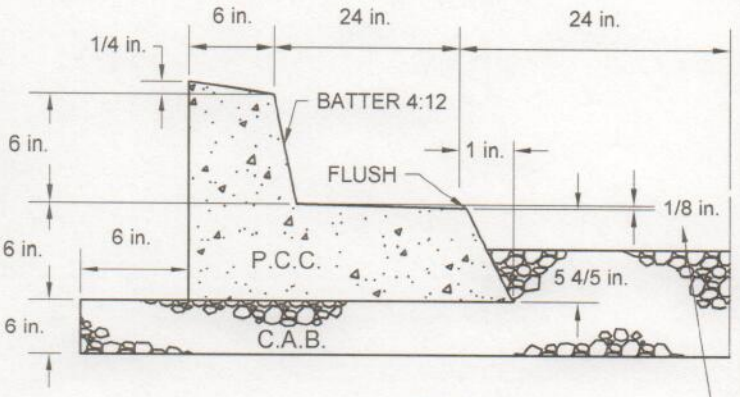
APP. BY: [signature] 12/16/98 DATE

DESIGNED BY			DWG. NO. ST - 5B
DRAWN BY	A.W.D.	12/16/98	
CHECKED BY			



C-1

EXIST. THICKNESS + 1 in.
3 in. MIN. C2 PG 64-10
ASPHALT CONCRETE



C-3

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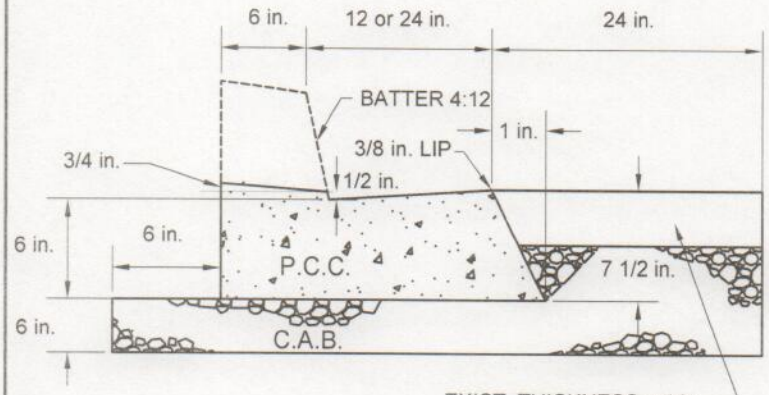
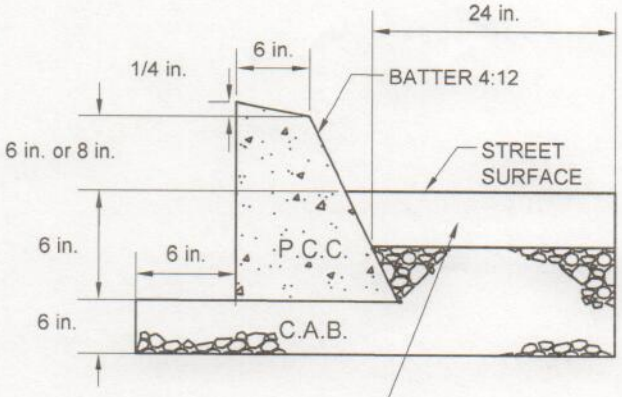
3 in. MIN. C2 PG 64-10
ASPHALT CONCRETE



C-2

EXIST. THICKNESS + 1 in.
3 in. MIN. C2 PG 64-10
ASPHALT CONCRETE



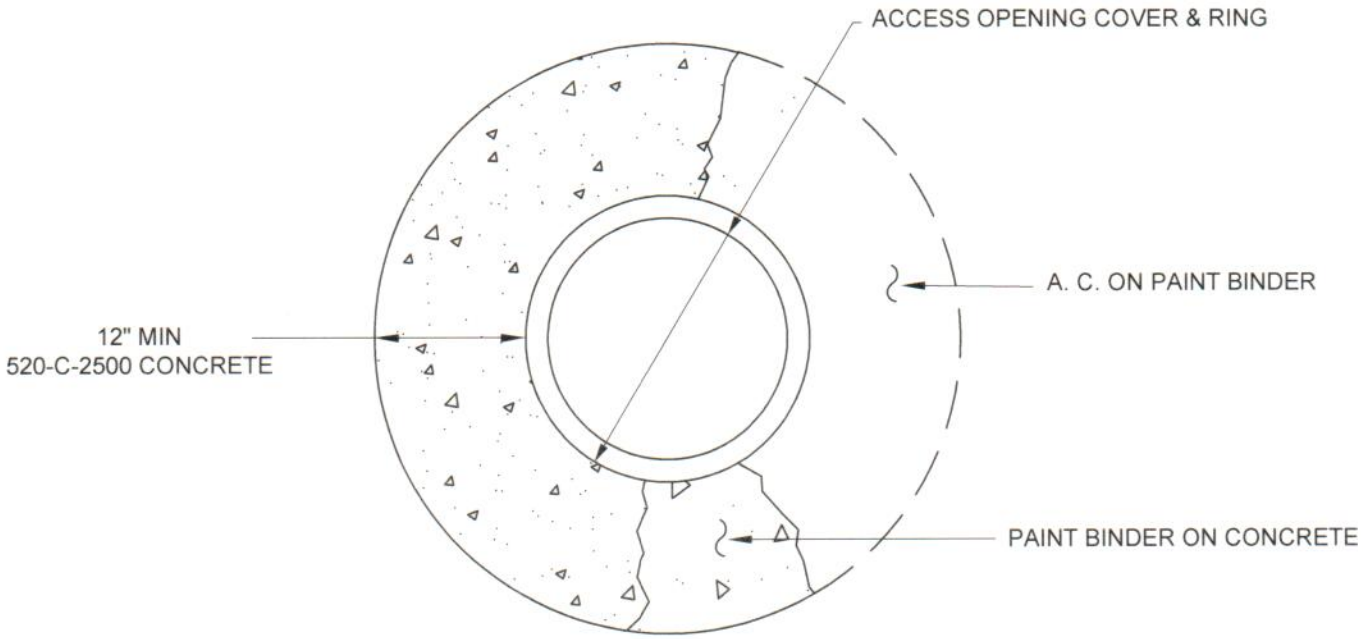
C-4

EXIST. THICKNESS + 1 in.
3 in. MIN. PG 64-10
ASPHALT CONCRETE

NOTES:

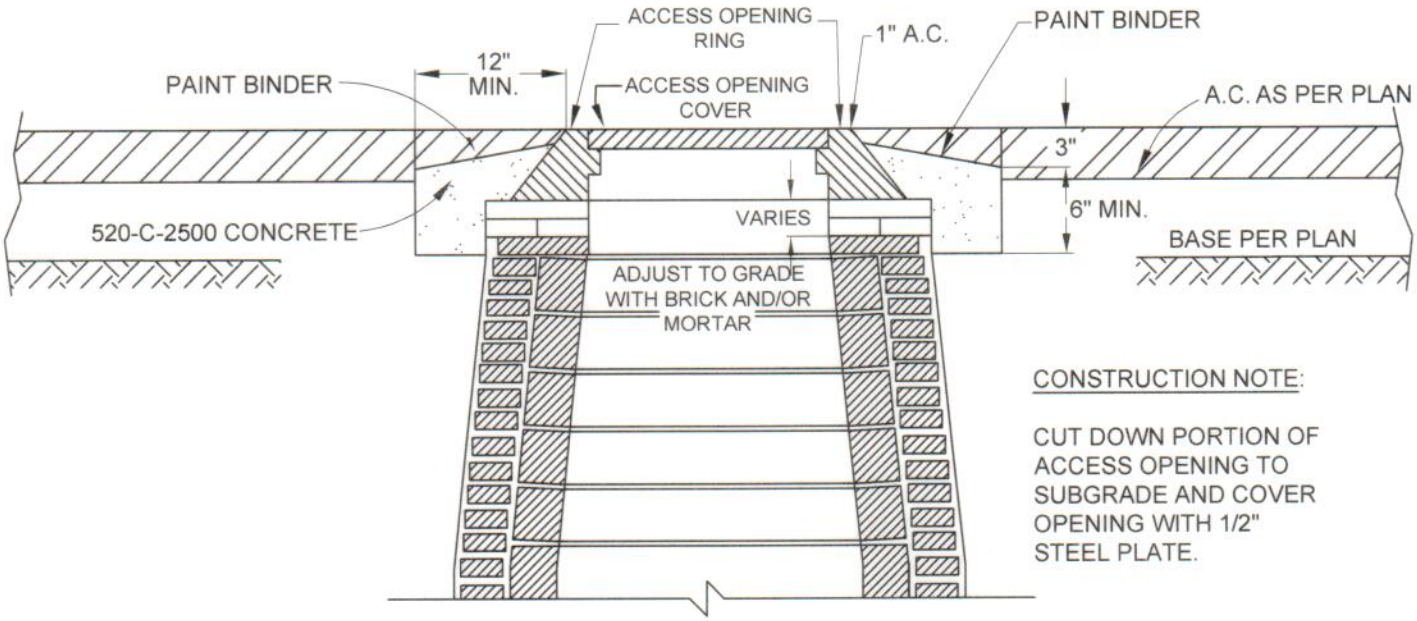
1. 1/2 IN. EXPANSION JOINTS SHALL BE PLACED EVERY 60 FT. WEAKENED PLANE JOINTS PLACED EVERY 20 FT.
2. BASE SHALL BE CRUSHED AGGREGATE BASE PER THE "STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION" LATEST EDITION.
3. PORTLAND CEMENT CONCRETE SHALL BE 520-C-2500 PER "STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION" LATEST EDITION.
4. ALL EXPOSED CORNERS ON P.C.C. CURBS AND GUTTERS TO BE ROUNDED WITH 3/4 IN. RADIUS.
5. ALL ASPHALT CONCRETE AND P.C.C. TO BE REMOVED SHALL BE SAWCUT AT REMOVAL LIMITS. (MIN 5 IN. SAWCUT.)

CITY OF GARDENA	PUBLIC WORKS DEPARTMENT			ENGINEERING DIVISION
TITLE: CURB AND GUTTER	APP. BY: [signature] CITY ENGINEER			5/27/2015 DATE
	DESIGNED BY	JC	5/6/15	DWG. NO. ST - 7
	DRAWN BY	RS	5/6/15	
	CHECKED BY	JF	5/6/15	



PLAN VIEW

CONCRETE SHALL BE PLACED WITH A MINIMUM DISTANCE OF 12" AROUND THE LIP OF THE ACCESS OPENING RING.

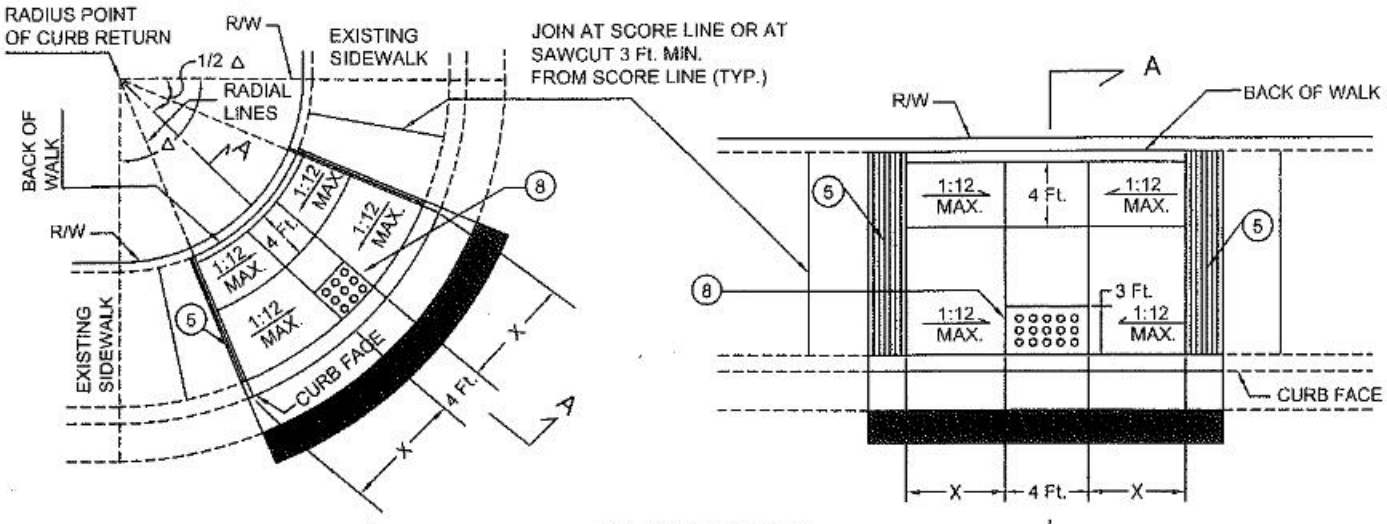


CONSTRUCTION NOTE:

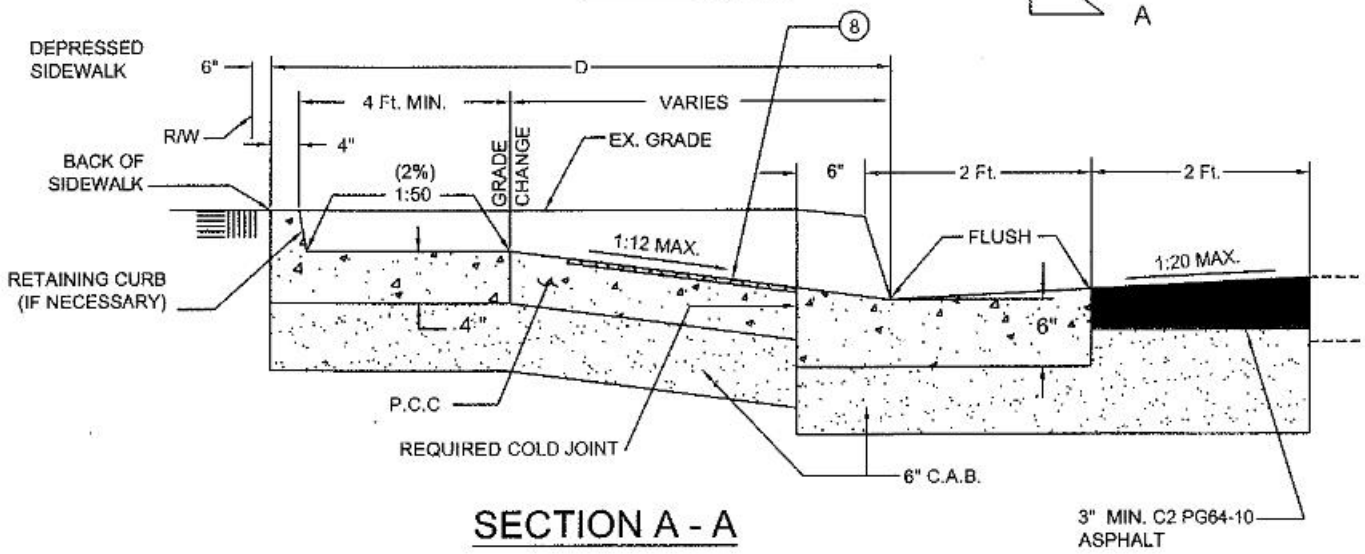
CUT DOWN PORTION OF ACCESS OPENING TO SUBGRADE AND COVER OPENING WITH 1/2" STEEL PLATE.

CROSS SECTION

CITY OF GARDENA	PUBLIC WORKS DEPARTMENT	ENGINEERING DIVISION	
TITLE: ACCESS OPENING ADJUSTMENT	APP. BY: CITY ENGINEER	DATE 8/3/2016	
	DRAWN BY	SS	7/11/16
	CHECKED BY	JF	7/11/16
			DWG. NO. ST- 9



PLAN VIEW



SECTION A - A

NOTES

1. RAMPS SHALL BE CONSTRUCTED OF CLASS 520-C-2500 PORTLAND CEMENT CONCRETE 4" THICK OVER 6" CAB.
2. ADJUST UTILITY VALVE COVERS, UTILITY BOXES AND TRAFFIC SIGNAL BOXES TO FINISHED GRADE.
3. RAMP SHALL BE POURED SEPARATELY FROM CURB AND GUTTER (MIN. 24 HRS AFTER CURB AND GUTTER).
4. ALL EXISTING MATERIAL TO BE REMOVED SHALL BE SAWCUT. (MIN. 5" DEEP)

(5) PLACE GROOVED BORDER 12" WIDE AT LEVEL SURFACE OF SIDEWALK. SPACE GROOVES AT 3/4" O.C. 1/4" WIDE X 1/4" DEEP GROOVE.

6. PROVIDE ROUGH BROOM FINISH THAT CONTRASTS WITH ADJACENT SIDEWALK ON ALL SURFACES OF RAMP UNLESS OTHERWISE NOTED.
7. FOR 8" CURB FACE, D > 14 Ft. OR 6" CURB FACE, D > 12 Ft. THE SIDEWALK NEED NOT BE DEPRESSED. PLACE A GROOVED BORDER . (NOTE 5) AT THE TOP OF RAMP.

(8) 3'x4' CAST IN PLACE PREFABRICATED DETECTABLE WARNING SURFACE, ("ARMOR-TILE" OR APPROVED EQUAL), COLOR TO BE FEDERAL YELLOW, DOMES TO BE 'IN-LINE', PARALLEL TO CURB, WITH A HEIGHT OF 0.2", BASE DIAMETER OF 0.9", AND TOP DIAMETER OF 0.45", SPACED 1.66" O.C. (2.35" O.C. ON THE DIAGONAL). FIELD SURFACE AND TOP OF DOMES TO HAVE A DOTTED TEXTURE FOR SLIP RESISTANCE. DENSITY OF DOTS IN FIELD AREA TO BE 30 PER SQUARE INCH MINIMUM. INSTALLATION SHALL BE PER MANUFACTURER'S SPECIFICATIONS.

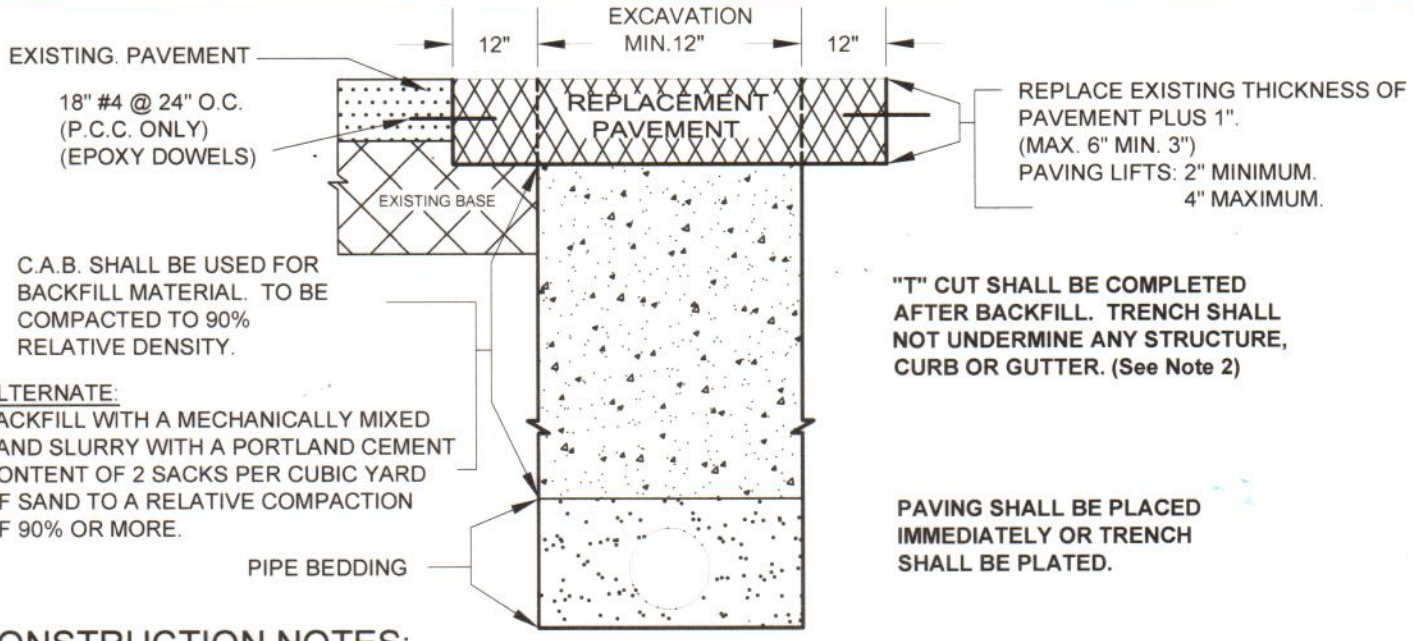
CITY OF GARDENA --- PUBLIC WORKS DEPT. --- ENGINEERING DIVISION

TITLE: **CURB RAMP**

APP BY: CITY ENGINEER 5173 R.C.E. NO. 4/10/08 DATE

DESIGN BY	JC		DWG. NO. ST - 18
DRAWN BY	RS		
CHECKED BY	JF		

N:\ENGINEERING\CAD\AUTOCAD\STANDWGS\STANDARD DRAWINGS\CURB RAMP (ENGLISH UNIT).DWG



CONSTRUCTION NOTES:

1. ALL PAVEMENT CUTS SHALL BE VERTICAL FULL DEPTH SAW CUTS, MINIMUM 5". ALL LONGITUDINAL PAVEMENT CUTS SHALL BE UNINTERRUPTED APPROXIMATELY PARALLEL TO THE TRENCH (MAX. 1:6 LONGITUDINAL VARIANCE). ALL SAWCUTS SHALL BE VERTICAL WITH NO BROKEN EDGES. BROKEN EDGES SHALL BE SAW CUT PRIOR TO PAVING. ALL SAWCUTS SHALL HAVE A MINIMUM 18" CLEARANCE FROM ANY TRAFFIC LOOPS.
2. THE EDGE OF PAVEMENT REPLACEMENT SHALL BE A MINIMUM OF 3' FROM EDGE OF GUTTER OR THE PAVEMENT SHALL BE REMOVED AND REINSTALLED TO THE GUTTER. EDGE OF TRENCH SHALL BE MINIMUM 1' FROM EDGE OF GUTTER OR CURB AND GUTTER. CONTRACTOR OR APPLICANT SHALL BE RESPONSIBLE FOR THE REMOVAL AND REPLACEMENT OF EXISTING CURB AND GUTTER THAT SHIFTED OR MOVED DURING CONSTRUCTION.
3. IN P.C.C. PAVEMENT, A CUT OR REMOVAL WITHIN 3' OF AN EXISTING JOINT, CRACK OR SCOREMARK WILL REQUIRE ALL CONCRETE TO BE REMOVED AND REINSTALLED TO THE JOINT, CRACK OR SCOREMARK. NO CONCRETE CORNERS SHALL BE LESS THAN 90 DEGREES. ALL SCORE MARKS SHALL BE FORMED IN WET CONCRETE. NO SAWCUT JOINTS WILL BE ALLOWED.

   ANY REMOVAL IN P.C.C. PARKING LANES, CROSS GUTTERS, SPANDRELS ETC. WILL REQUIRE REMOVAL AND REINSTALLATION OF THE FULL WIDTH OF THE PARKING LANE, CROSS GUTTER, SPANDREL, CURB AND GUTTER ETC.
4. A.C. PAVEMENT SHALL BE C2 PG64-10 (CONVENTIONAL). ASPHALT PAVING OVER 300 SQ. FT. SHALL BE ACCOMPLISHED BY A SELF-PROPELLED MECHANICAL SPREADING AND FINISHING MACHINE. MINIMUM 5 TON ROLLER FOR COMPACTION IS REQUIRED. TACK COAT ALL EDGES.
5. PAVING SHALL BE PLACED ACCORDING TO THE "STANDARD SPECIFICATION FOR PUBLIC WORKS CONSTRUCTION" LATEST EDITION. SUBGRADE SHALL BE RECOMPACTED BY A MECHANICAL TAMPING DEVICE/ROLLER.
6. WORKING HOURS SHALL BE BETWEEN THE HOURS OF 8:00 a.m. TO 4:00 p.m. M-F, EXCEPT HOLIDAYS. WORKING HOURS MAY BE MODIFIED AS REQUIRED OR APPROVED BY THE ENGINEER.
7. ALL DAMAGED PAVEMENT MARKERS, STRIPING, TRAFFIC LOOPS, LEGENDS, SIGNS, ETC. SHALL BE REPLACED WITHIN 72 HOURS AFTER THE PAVING OPERATION. TEMPORARY STRIPING SHALL BE PROVIDED IMMEDIATELY AFTER THE PAVING OPERATION.
8. TRAFFIC CONTROL SHALL BE ACCORDING TO THE CALIFORNIA M.U.T.C.D. OR W.A.T.C.H. MANUAL AND SHALL BE REQUIRED FOR ALL WORK. TEMPORARY PEDESTRIAN ACCESS SHALL BE PROVIDED WITH A SMOOTH LEVEL SURFACE AND DELINEATED PATHWAYS.
9. CONTRACTOR SHALL NOTIFY PUBLIC WORKS 72 HOURS PRIOR TO LANE CLOSURES ON ARTERIALS AND MAJOR COLLECTORS; 48 HOURS ON ALL OTHER STREETS.
10. ALL WORK SHALL CONFORM TO THE STANDARD SPECIFICATION FOR PUBLIC WORKS CONSTRUCTION, LATEST EDITION.
11. INSPECTION REQUESTS SHALL BE MADE 24 HOURS PRIOR TO PAVING. PAVING SHALL BE INSTALLED ONLY AFTER APPROVAL OF BASE BY THE INSPECTOR.

CITY OF GARDENA PUBLIC WORKS DEPARTMENT ENGINEERING DIVISION

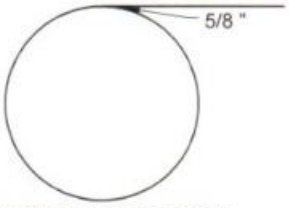
TITLE: TRENCH/PAVEMENT REPAIR

APP. BY: _____ CITY ENGINEER DATE 2/17/16

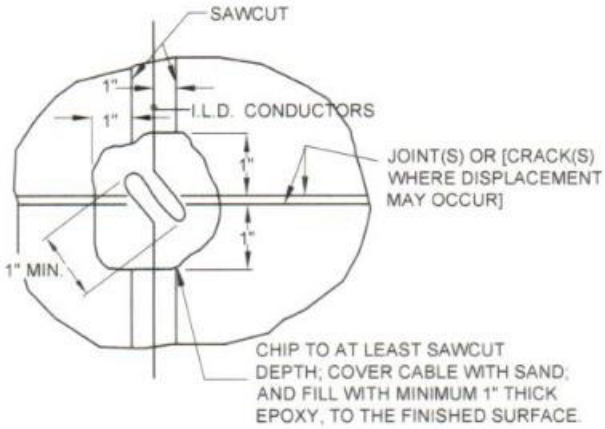
DESIGNED BY	JC	2/17/16
DRAWN BY	RS	2/17/16
CHECKED BY	JF	2/17/16

DWG. NO. ST - 20

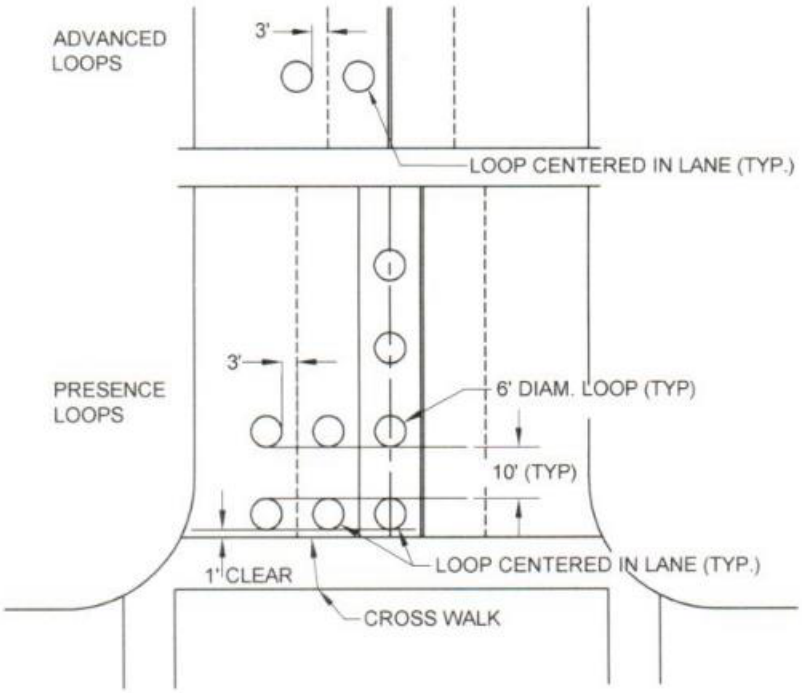
N:\ENGINEERING\CAD\AutoCAD\STANDWG\standard drawings\Trench Pavement Repair Standard

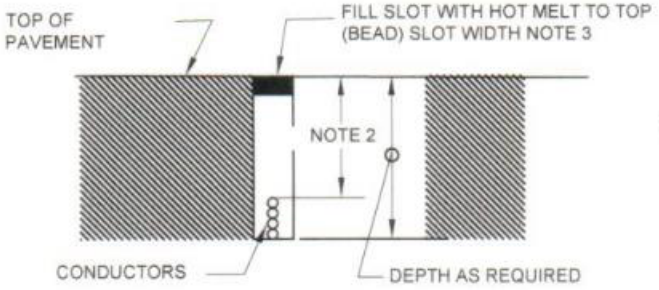


TYPICAL LOOP DETAIL

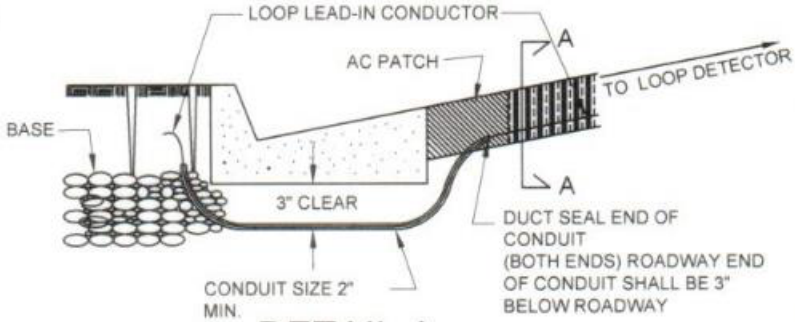


INDUCTIVE LOOP DETECTOR EXPANSION JOINT





SECTION A - A



DETAIL A

CONSTRUCTION NOTES:

1. DURING CUTTING OPERATIONS A VACUUM MACHINE SHALL COLLECT ALL DEBRIS AND WATER.
2. LOOP AND HOMERUN CUTS SHALL BE INSTALLED TO THE MAXIMUM DEPTH POSSIBLE LEAVING A MINIMUM OF 1" OF CONCRETE OR ASPHALT IN THE BOTTOM AND A 3" TO 4" COVER IN ASPHALT, 2" COVER IN CONCRETE.
3. LOOP AND HOMERUN CUTS SHALL BE 5/8 " WIDE.
4. HOMERUN CUTS SHALL BE:
   - CUT STRAIGHT
   - CUT 1' FROM ALL EXISTING CUTS AND ALL PROPOSED HOMERUNS; 2' FROM ALL LOOPS
   - CUT OUTSIDE OF ANY CONCRETE STORM DRAIN SPANDREL OR APRON
   - LAID OUT BY STRINGLINE BEFORE CUTTING AND APPROVED BY THE INSPECTOR AS NEEDED
5. LOOPS SHALL BE NUMBERED STARTING FROM THE INTERIOR LANE COUNTING BACK FROM THE LIMIT LINE.
6. SPLICES SHALL BE BUTT JOINED, SOLDERED WRAPPED IN RUBBER TAPE, DOUBLE WRAPPED IN ELECTRIC TAPE AND SCOTCH KOTE'D.

CITY OF GARDENA | PUBLIC WORKS DEPARTMENT | ENGINEERING DIVISION

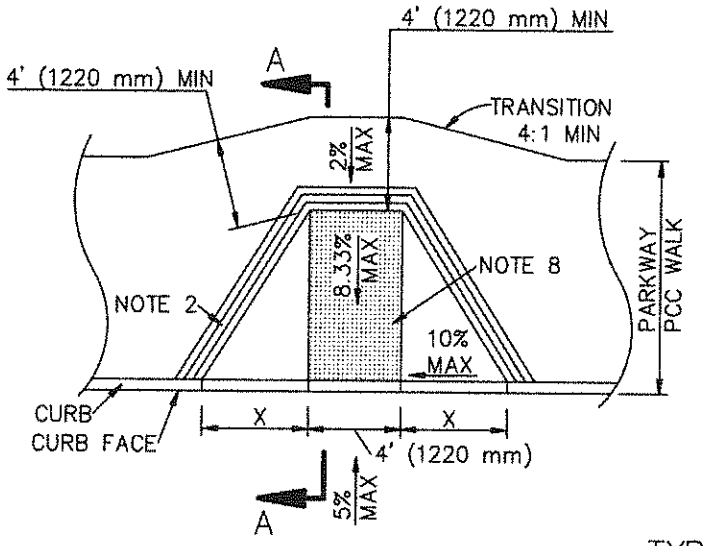
TITLE: TRAFFIC LOOP DETAIL

APP. BY: CITY ENGINEER — DATE: 8/3/2016

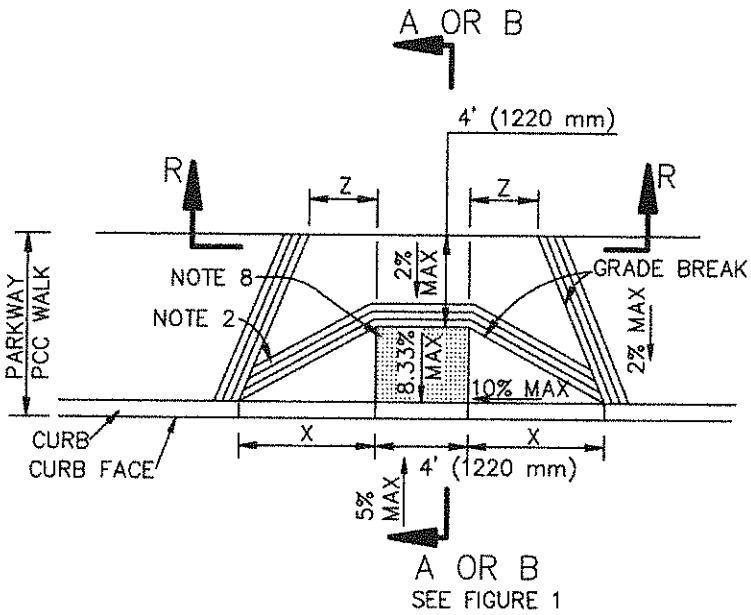
DRAWN BY	SS	7/11/16
CHECKED BY	JF	7/11/16

DWG. NO. ST- 24

APPENDIX B: STANDARD PLANS FOR PUBLIC WORKS CONSTRUCTION



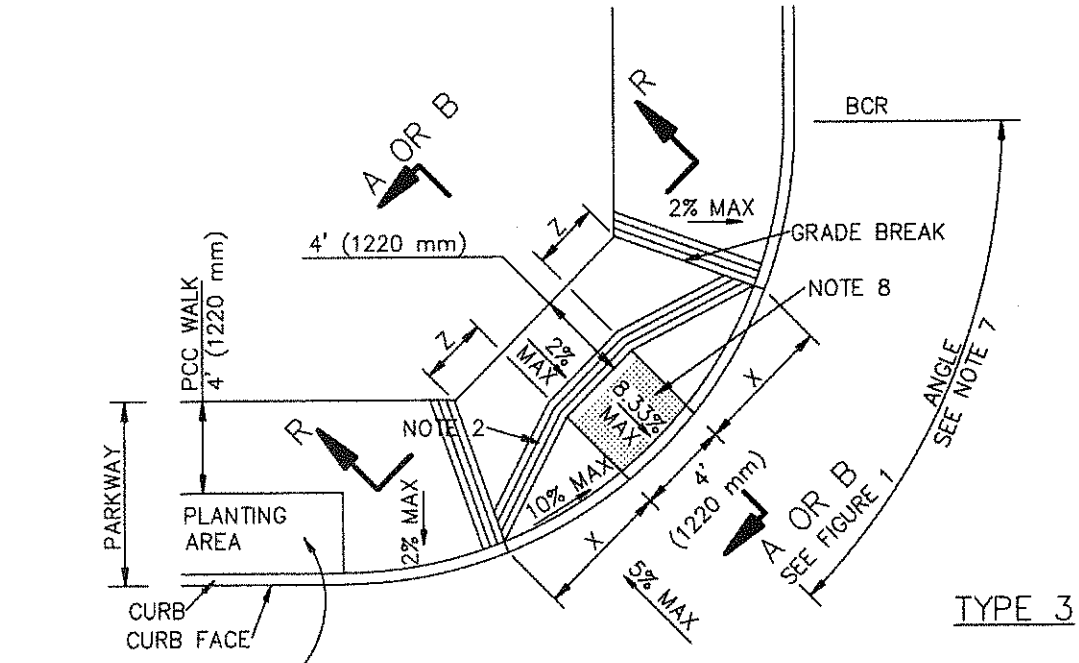
TYPE 1



TYPE 2

CASE A

PARTS OF THIS STANDARD PLAN SHOW INSTALLATION FOR TYPICAL RETROFIT CONDITIONS, AND ARE NOT FULLY COMPLIANT WITH CALIFORNIA BUILDING CODE REQUIREMENTS FOR NEW DEVELOPMENT.



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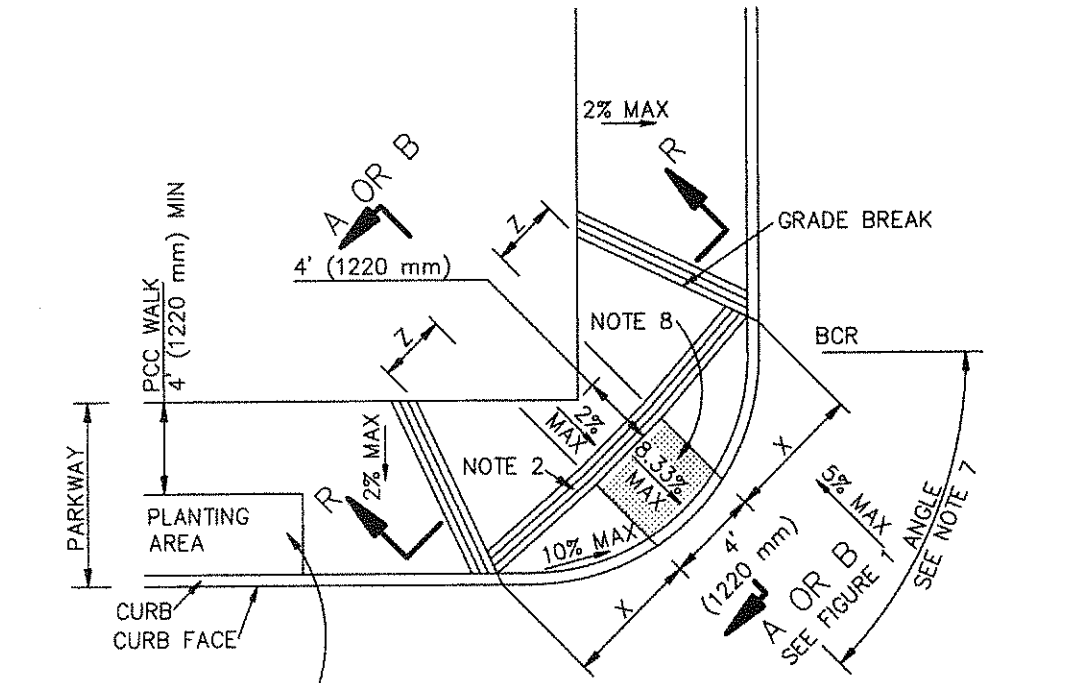
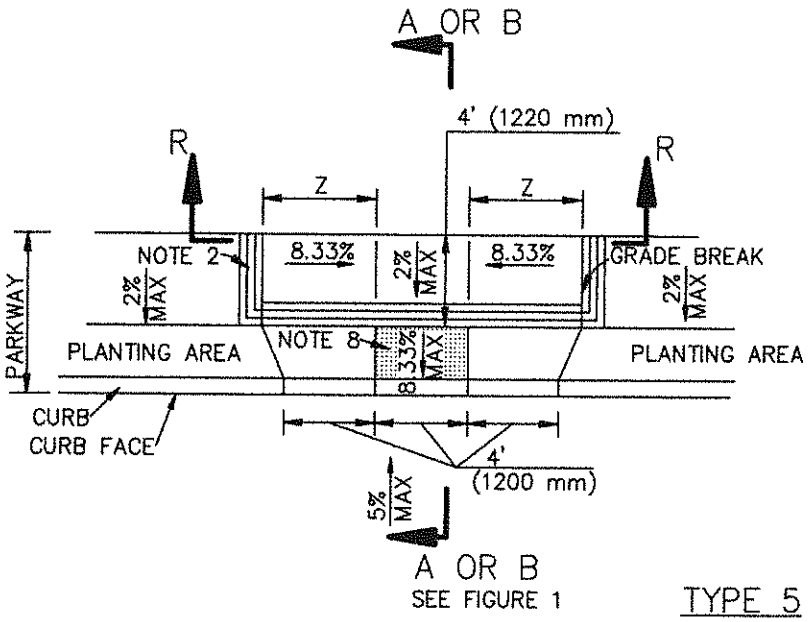


TYPE 4

CASE A

STANDARD PLANS FOR PUBLIC WORKS CONSTRUCTION	STANDARD PLAN
CURB RAMP	111-5
	SHEET 2 OF 10



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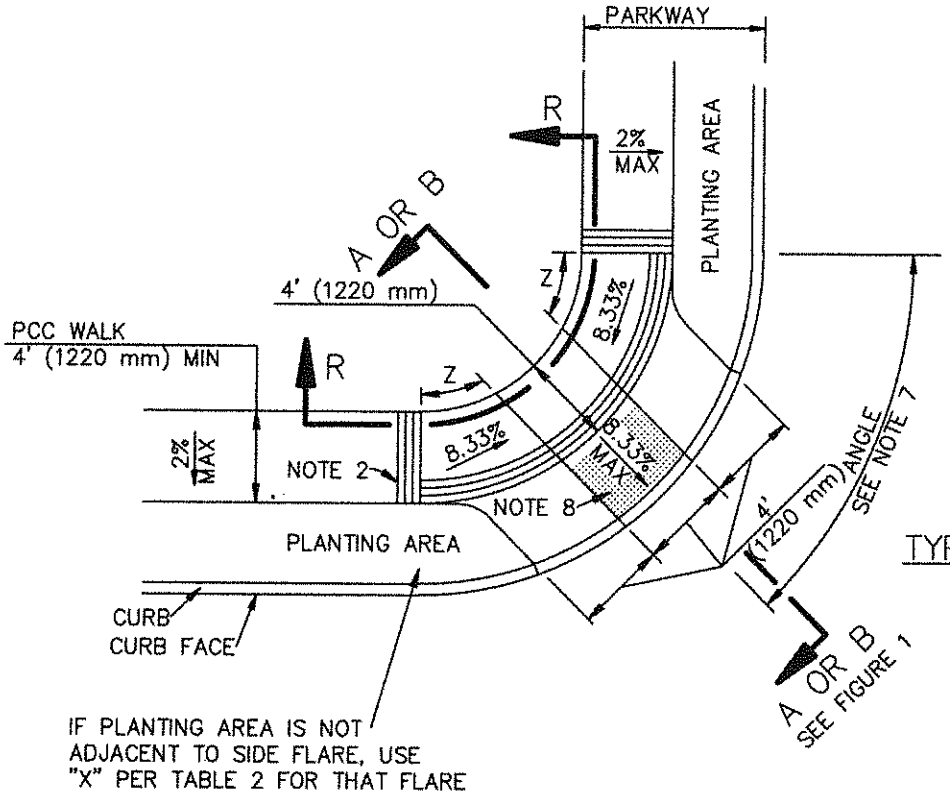
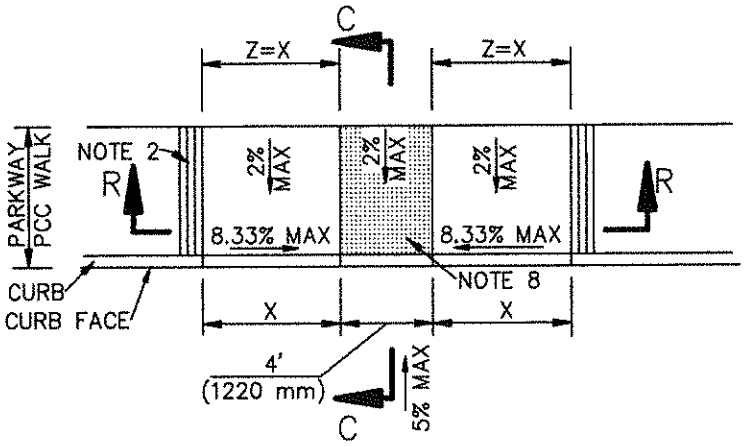


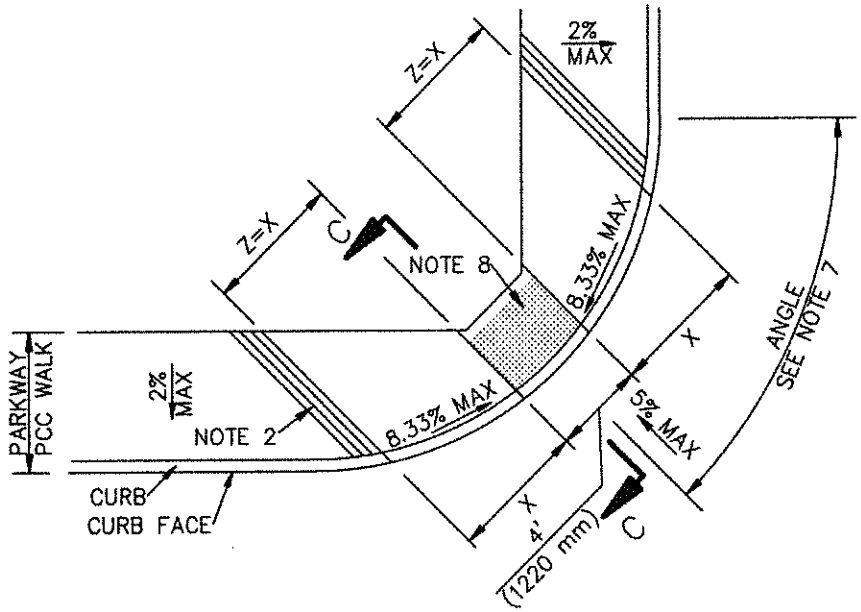
TYPE 6

CASE A

STANDARD PLANS FOR PUBLIC WORKS CONSTRUCTION	STANDARD PLAN
CURB RAMP	**111–5**
	SHEET 3 OF 10



TYPE 1

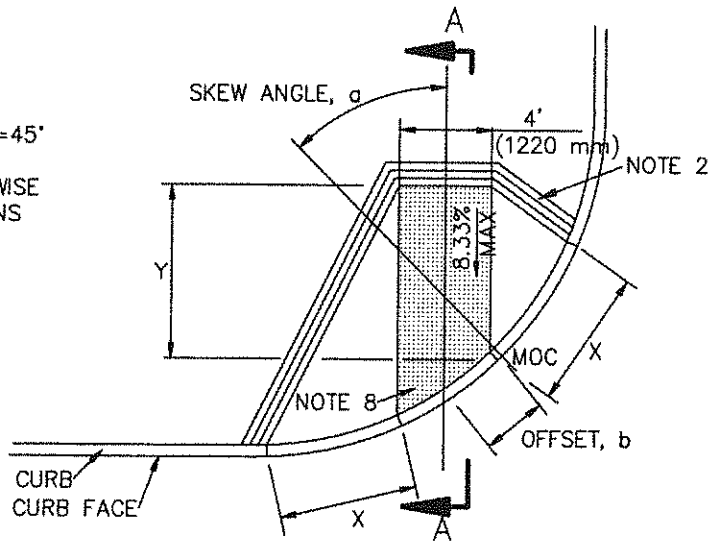


TYPE 2

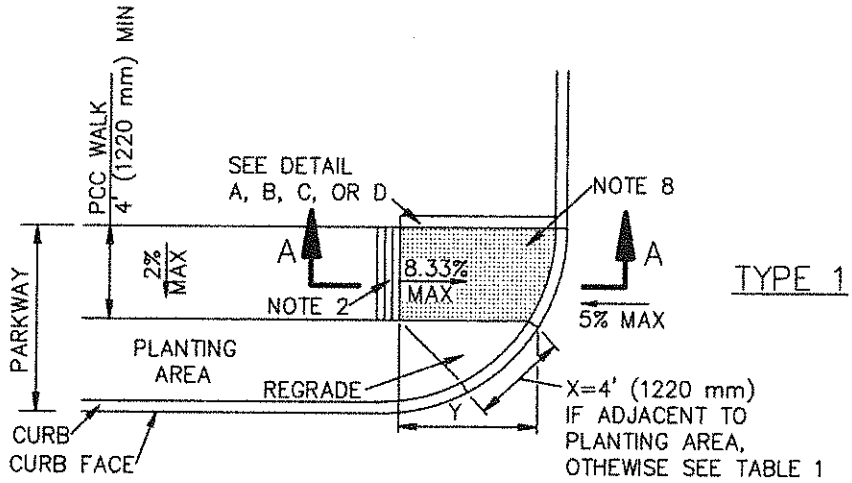
CASE B

STANDARD PLANS FOR PUBLIC WORKS CONSTRUCTION	STANDARD PLAN 111–5
CURB RAMP	SHEET 4 OF 10

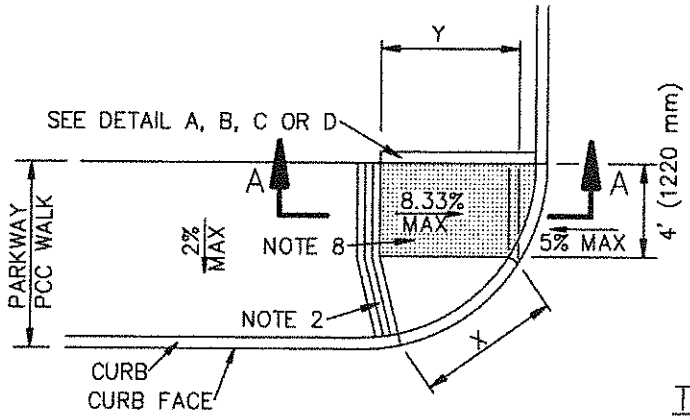
SKEW ANGLE α=45°
OFFSET b=0
UNLESS OTHERWISE
NOTED ON PLANS



CASE C



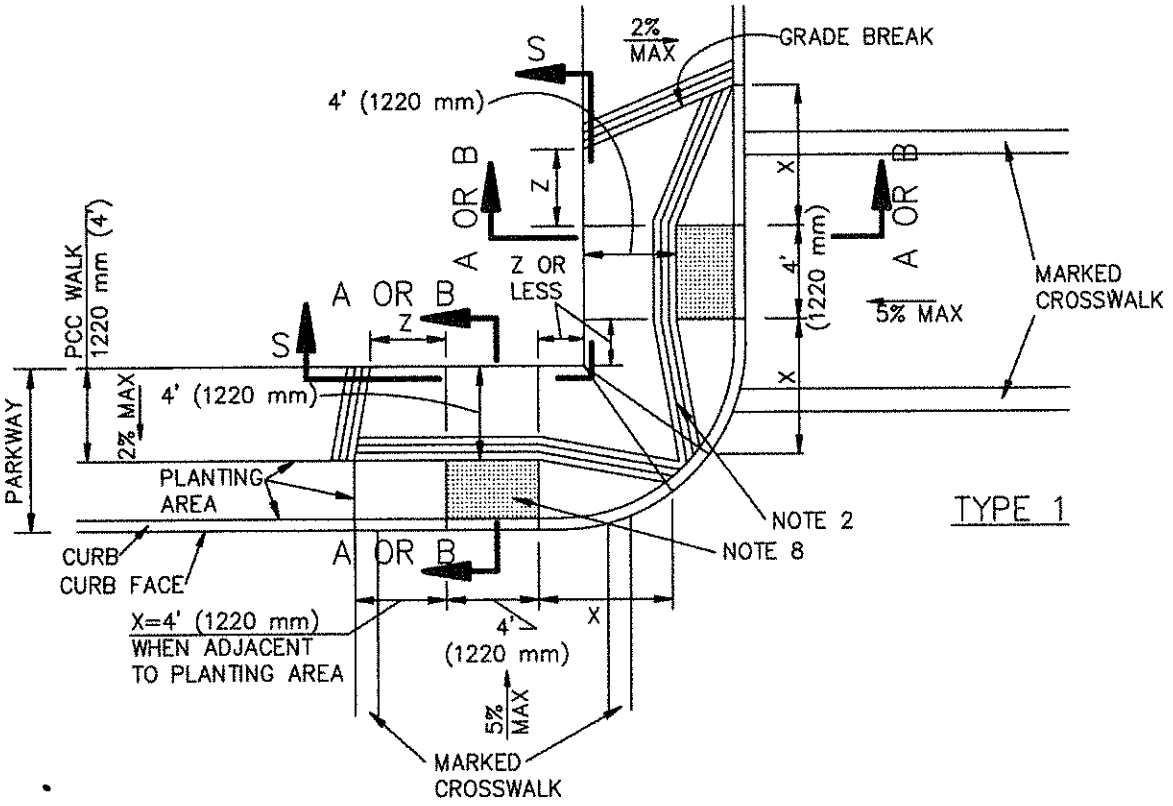
TYPE 1

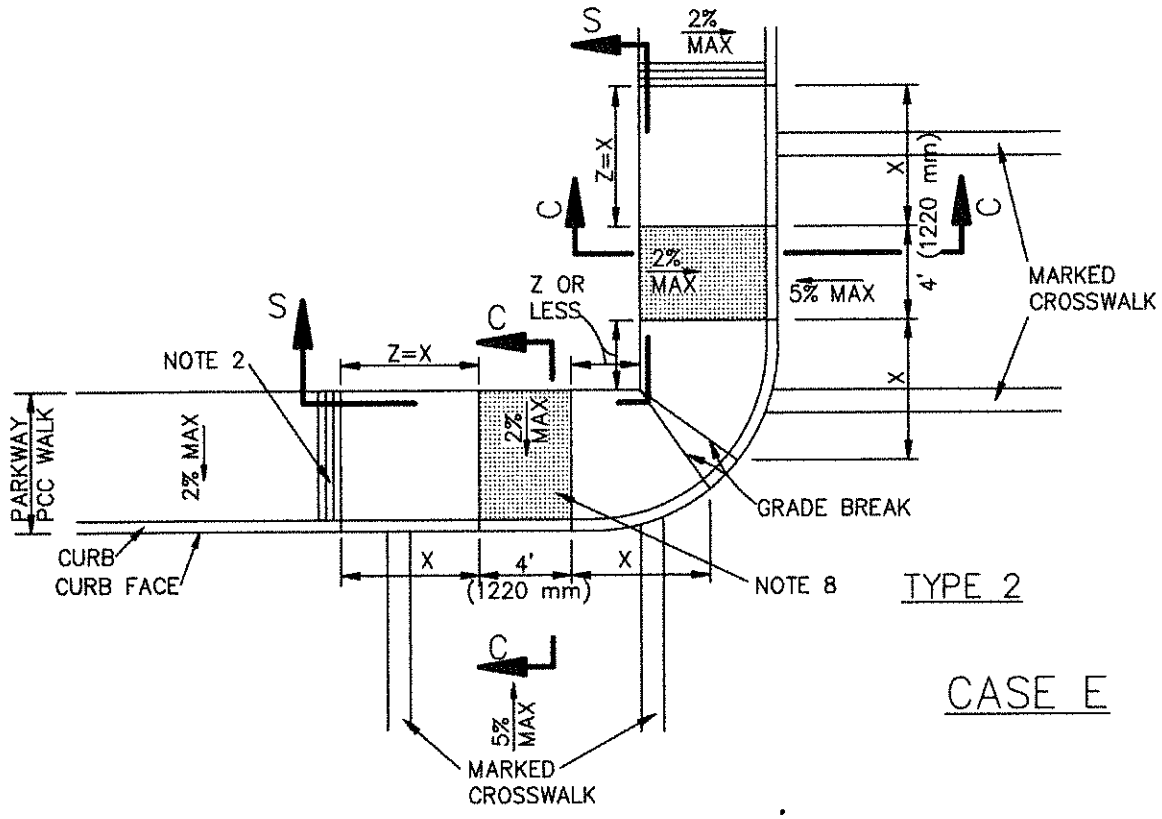


TYPE 2

CASE D

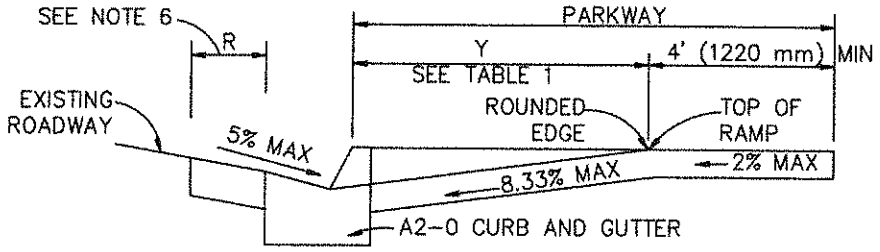
STANDARD PLANS FOR PUBLIC WORKS CONSTRUCTION	STANDARD PLAN
CURB RAMP	**111-5**
	SHEET 5 OF 10





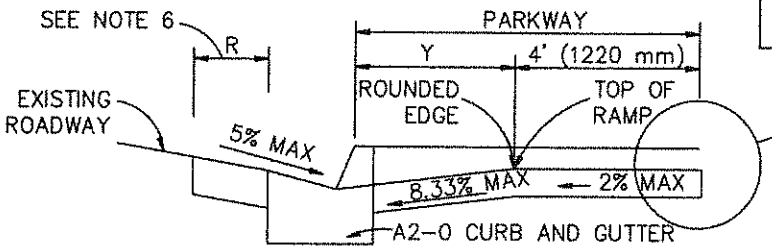
CASE E

STANDARD PLANS FOR PUBLIC WORKS CONSTRUCTION	STANDARD PLAN 111-5
CURB RAMP	SHEET 6 OF 10

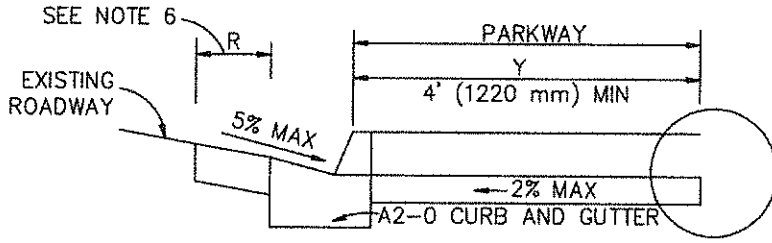


SECTION A-A

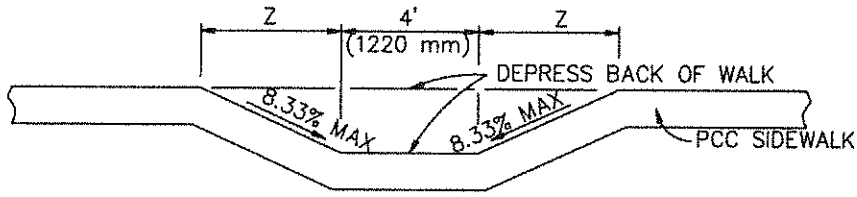
USE FIGURE 1 TO DETERMINE WHICH OF SECTIONS A-A, B-B OR C-C IS APPROPRIATE.



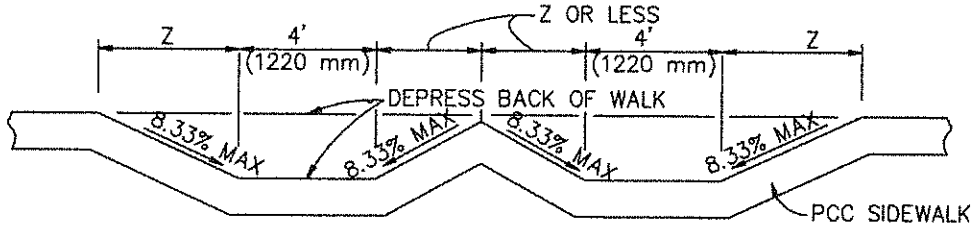
SECTION B-B



SECTION C-C



SECTION R-R



SECTION S-S

STANDARD PLANS FOR PUBLIC WORKS CONSTRUCTION	STANDARD PLAN
CURB RAMP	111-5
	SHEET 7 OF 10

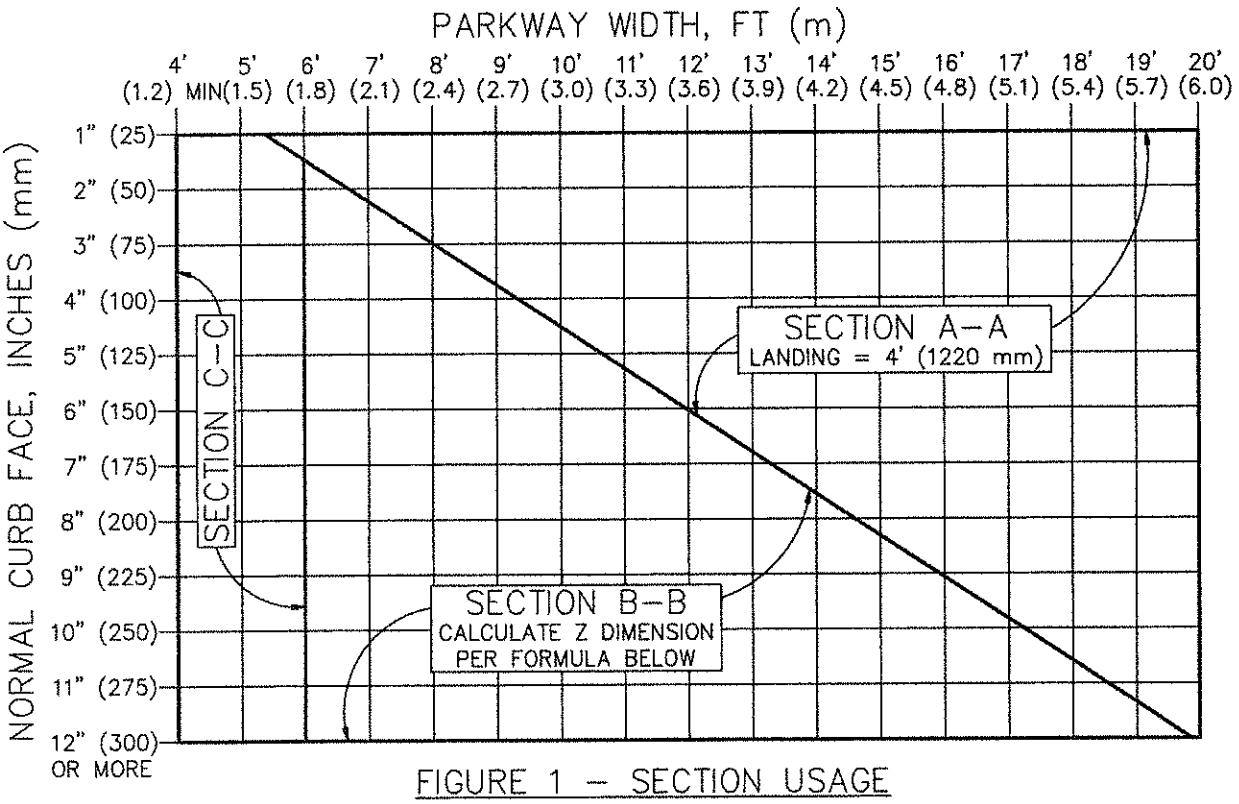


FIGURE 1 – SECTION USAGE

NORMAL CURB FACE, INCHES (mm)	X, FT (mm)	SECTION Y–Y Y, FT (mm)
2" (50)	4.00' (1220) MIN	2.63' (790)
3" (75)	4.00' (1220) MIN	3.95' (1185)
4" (100)	4.00' (1220) MIN	5.26' (1580)
5" (125)	4.17' (1275)	6.58' (1975)
6" (150)	5.00' (1525)	7.90' (2370)
7" (175)	5.83' (1775)	9.21' (2765)
8" (200)	6.67' (2035)	10.53' (3160)
9" (225)	7.50' (2285)	11.84' (3555)
10" (250)	8.33' (2540)	13.16' (3950)
11" (275)	9.17' (2795)	14.47' (4340)
12" (300)	10.00' (3050)	15.79' (4735)

SEE SHEET 9 FOR STREET SLOPE ADJUSTMENT FACTORS, ALL STREETS

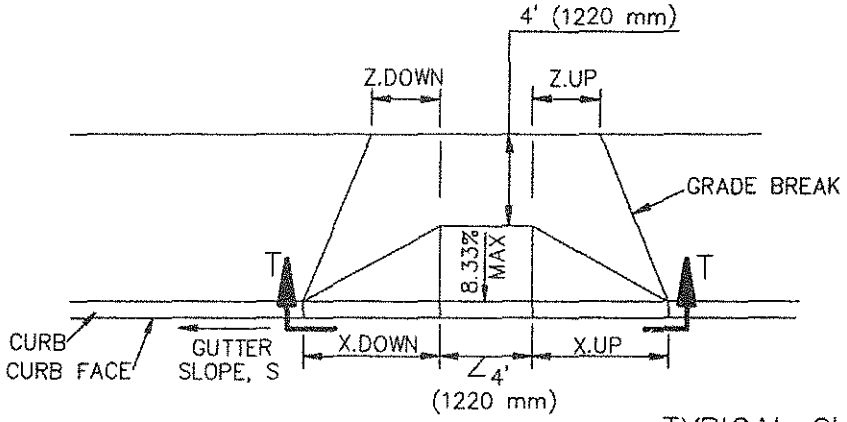
TABLE 1 – X AND Y VALUES

TABLE 1 REFERENCE FORMULAS:
X = CF / 8.333%
Y = CF / (8.333% – 2% WALK CROSS SLOPE)

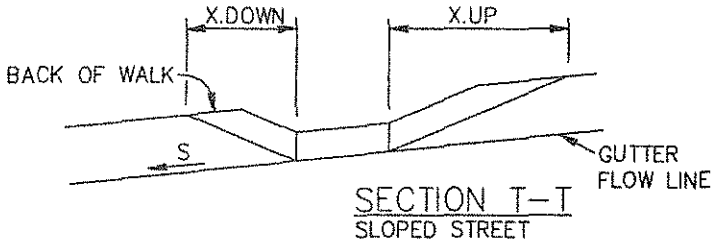
WHERE FIGURE 1 SHOWS USE OF SECTION B–B, FIGURE Z DIMENSION AS FOLLOWS:

W = PARKWAY WIDTH
L = LANDING WIDTH, 4' (1220 mm) TYP
Z = [(Y+L)–W] x 0.760

IF (Y+L) < W, THEN Z = 0



TYPICAL CURB RAMP



SECTION T–T
SLOPED STREET

FOR SLOPED STREETS, MULTIPLY THE DIMENSIONS PARALLEL TO THE STREET, X AND Z, UPSTREAM AND DOWNSTREAM OF THE RAMP, BY THE FACTORS IN THE FOLLOWING TABLE.

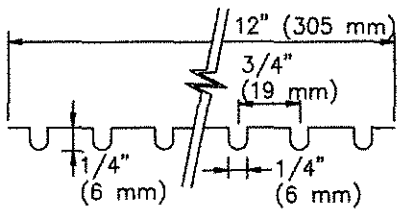
FOR EXAMPLE, X.DOWN = X x K.DOWN

S	K.DOWN	K.UP
0%	1.000	1.000
0.2%	0.977	1.025
0.5%	0.943	1.064
1%	0.893	1.136
2%	0.806	1.316
3%	0.735	1.563
4%	0.676	1.923
5%	0.625	2.500

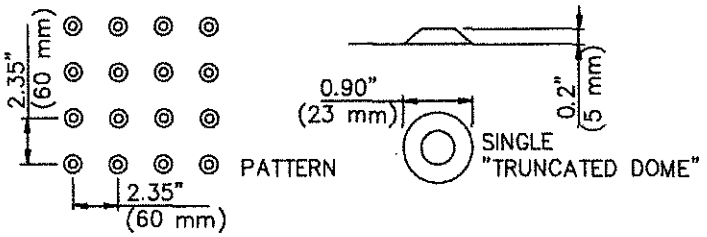
TABLE 2 – SLOPE ADJUSTMENTS

TABLE 2 REFERENCE FORMULAS:
K.DOWN = 8.333% / (8.333% + S)
K.UP = 8.333% / (8.333% – S)

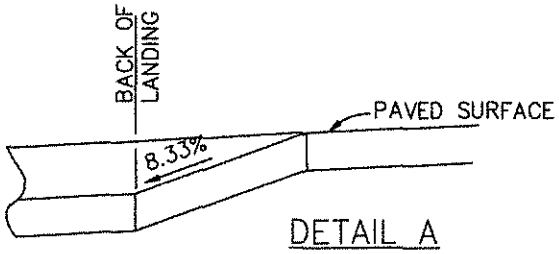
STREET SLOPE ADJUSTMENTS



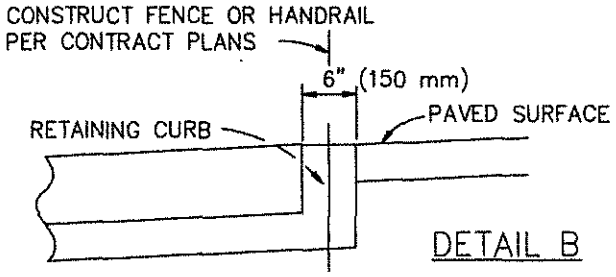
GROOVING DETAIL



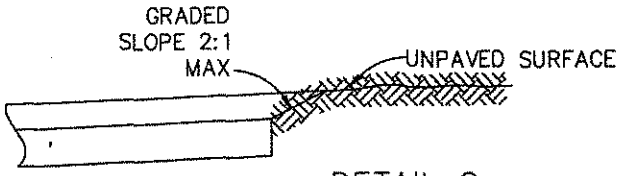
DETECTABLE WARNING DETAIL



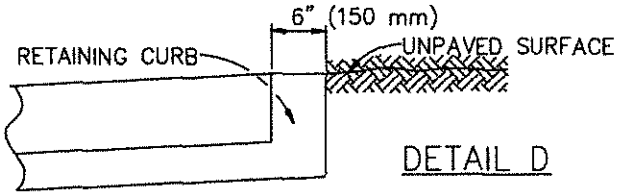
DETAIL A



DETAIL B



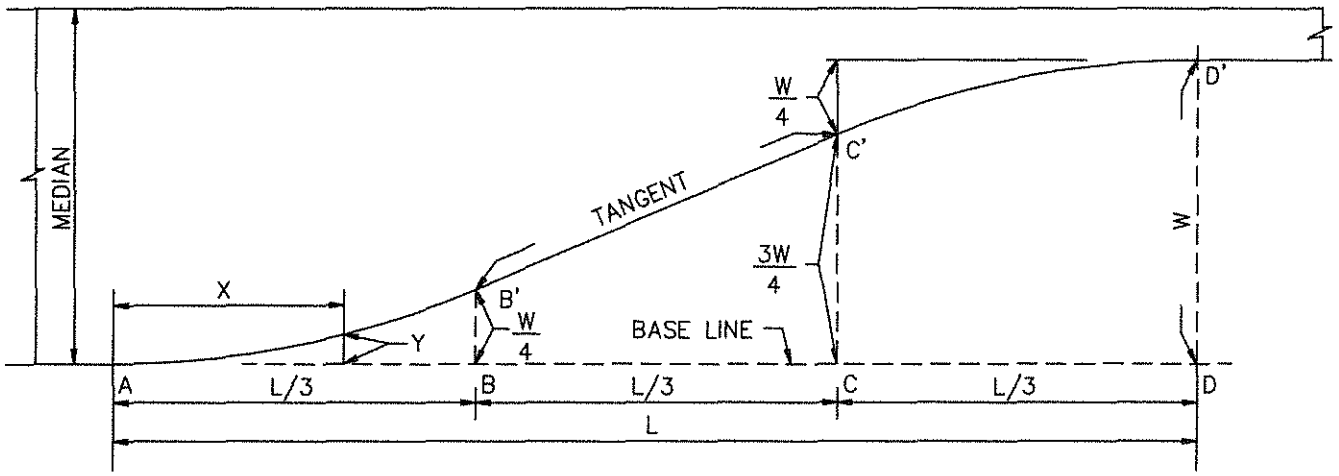
DETAIL C



DETAIL D

GENERAL NOTES:

1. CONCRETE SHALL BE CLASS 520-C-2500 (310-C-17) CONFORMING TO SSPWC 201-1.1.2 AND SHALL BE 4" (100 mm) THICK.
2. THE RAMP SHALL HAVE A 12" (305 mm) WIDE BORDER WITH 1/4" (6 mm) GROOVES APPROXIMATELY 3/4" (19 mm) OC. SEE GROOVING DETAIL.
3. THE RAMP SURFACE SHALL HAVE A TRANSVERSE BROOMED SURFACE TEXTURE CONFORMING TO SSPWC 303-1.9.
4. USE DETAIL "A" OR "B". IF EXISTING SURFACE BEHIND LANDING IS PAVED.
5. USE DETAIL "C" OR "D" IF EXISTING SURFACE BEHIND LANDING IS UNPAVED.
6. R = 3' (900 mm) UNLESS OTHERWISE SHOWN ON PLAN. SEE SHEET 7.
7. ANGLE = $\Delta/2$ UNLESS OTHERWISE SHOWN ON PLAN.
8. CONSTRUCT DETECTABLE WARNING SURFACE PER DETAIL THIS SHEET. MATERIALS SHALL BE PER CONTRACT DOCUMENTS.



$$Y=2.25W\left(\frac{X}{L}\right)^2$$

L=LENGTH OF TAPER
W=MAXIMUM OFFSET DISTANCE
X=DISTANCE ALONG BASE LINE
Y=OFFSET FROM BASE LINE

L, ft (m)	DISTANCE X, L/12 INCREMENTS, ft (m)											
60' (18.00)	5' (1.50)	10' (3.00)	15' (4.50)	20' (6.00)	25' (7.50)	30' (9.00)	35' (10.50)	40' (12.00)	45' (13.50)	50' (15.00)	55' (16.50)	60' (18.00)
72' (21.60)	6' (1.80)	12' (3.60)	18' (5.40)	24' (7.20)	30' (9.00)	36' (10.80)	42' (12.60)	48' (14.40)	54' (16.20)	60' (18.00)	66' (19.80)	72' (21.60)
90' (27.00)	7.5' (2.25)	15' (4.50)	22.5' (6.75)	30' (9.00)	37.5' (11.25)	45' (13.50)	52.5' (15.75)	60' (18.00)	67.5' (20.25)	75' (22.50)	82.5' (24.75)	90' (27.00)
120' (36.00)	10' (3.00)	20' (6.00)	30' (9.00)	40' (12.00)	50' (15.00)	60' (18.00)	70' (21.00)	80' (24.00)	90' (27.00)	100' (30.00)	110' (33.00)	120' (36.00)
150' (45.00)	12.5' (3.75)	25' (7.50)	37.5' (11.25)	50' (15.00)	62.5' (18.75)	75' (22.50)	87.5' (26.25)	100' (30.00)	112.5' (33.75)	125' (37.50)	137.5' (41.25)	150' (45.00)
W, ft(mm)	OFFSET Y, ft (mm)											
10' (3000)	0.16' (47)	0.62' (188)	1.41' (422)	2.50' (750)	3.75' (1125)	5.00' (1500)	6.25' (1875)	7.50' (2250)	8.59' (2578)	9.38' (2812)	9.84' (2953)	10.00' (3000)
11' (3300)	0.17' (51)	0.69' (206)	1.55' (464)	2.75' (825)	4.13' (1238)	5.50' (1650)	6.88' (2063)	8.25' (2475)	9.45' (2836)	10.31' (3094)	10.83' (3249)	11.00' (3300)
12' (3600)	0.19' (56)	0.75' (225)	1.69' (506)	3.00' (900)	4.50' (1350)	6.00' (1800)	7.50' (2250)	9.00' (2700)	10.31' (3094)	11.25' (3375)	11.81' (3544)	12.00' (3600)
19' (5700)	0.30' (89)	1.19' (356)	2.67' (802)	4.75' (1425)	7.13' (2138)	9.50' (2850)	11.88' (3562)	14.25' (4275)	16.33' (4898)	17.81' (5344)	18.70' (5611)	19.00' (5700)
20' (6000)	0.31' (94)	1.25' (375)	2.81' (844)	5.00' (1500)	7.50' (2250)	10.00' (3000)	12.50' (3750)	15.00' (4500)	17.19' (5156)	18.75' (5625)	19.69' (5906)	20.00' (6000)
21' (6300)	0.33' (98)	1.31' (394)	2.95' (886)	5.25' (1575)	7.88' (2363)	10.50' (3150)	13.13' (3937)	15.75' (4725)	18.05' (5414)	19.69' (5906)	20.67' (6202)	21.00' (6300)
22' (6600)	0.34' (103)	1.38' (412)	3.09' (928)	5.50' (1650)	8.25' (2475)	11.00' (3300)	13.75' (4125)	16.50' (4950)	18.91' (5672)	20.62' (6188)	21.66' (6497)	22.00' (6600)

NOTE:

TO DETERMINE OFFSET DISTANCE FOR ANY LENGTH OF TAPER USE THE FORMULA $Y=2.25W\left(\frac{X}{L}\right)^2$ FOR THE PORTIONS AB' AND C'D' WHICH ARE PARABOLIC CURVES. THE PORTION B'C' IS A TANGENT. WHEN THE BASE LINE IS CURVED, THE OFFSETS ARE APPLIED TO THE CURVED BASE LINE, AND B'C' IS NO LONGER A TANGENT.

STANDARD PLANS FOR PUBLIC WORKS CONSTRUCTION

PROMULGATED BY THE PUBLIC WORKS STANDARDS INC. GREENBOOK COMMITTEE 1964 REV. 1992, 1996, 2009

MEDIAN TAPER

USE WITH STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION

STANDARD PLAN 140-3

SHEET 1 OF 1

APPENDIX C: CALTRANS STANDARDS

Dist	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET No.	TOTAL SHEETS

REGISTERED CIVIL ENGINEER

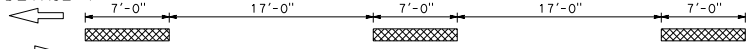
May 1, 2023
PLANS APPROVAL DATE

REGISTERED PROFESSIONAL ENGINEER — Yue Wang — No. C82065 — Exp. 3-31-24 — CIVIL — STATE OF CALIFORNIA

THE STATE OF CALIFORNIA OR ITS OFFICERS OR AGENTS SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OR COMPLETENESS OF SCANNED COPIES OF THIS PLAN SHEET.

CENTERLINES
(2 LANE HIGHWAYS)

DETAIL 1



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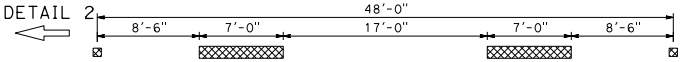
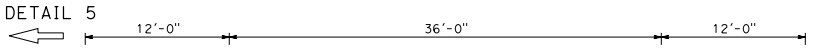


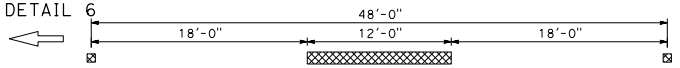
~~DETAIL 3~~ DETAIL 3 DELETED

~~DETAIL 4~~ DETAIL 4 DELETED

DETAIL 5



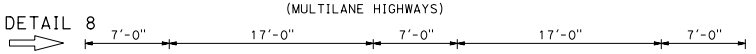
DETAIL 6



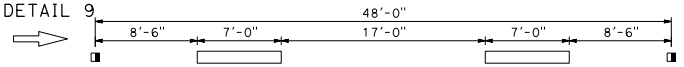
~~DETAIL 7~~ DETAIL 7 DELETED

LANE LINES
(MULTILANE HIGHWAYS)

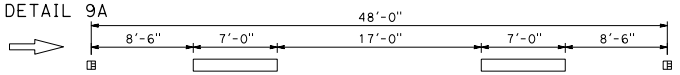
DETAIL 8



DETAIL 9

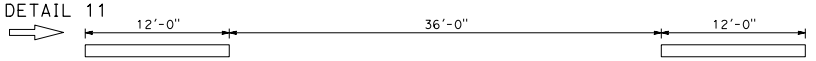


DETAIL 9A

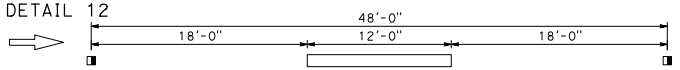


~~DETAIL 10~~ DETAIL 10 DELETED

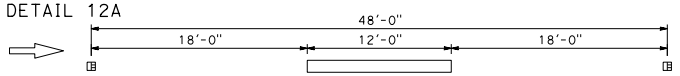
DETAIL 11



DETAIL 12



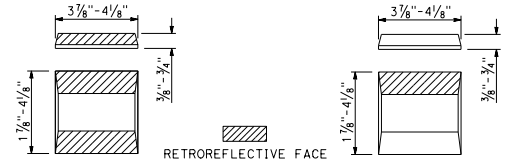
DETAIL 12A



~~DETAIL 13~~ DETAIL 13 DELETED

~~DETAIL 14~~ DETAIL 14 DELETED

~~DETAIL 14A~~ DETAIL 14A DELETED

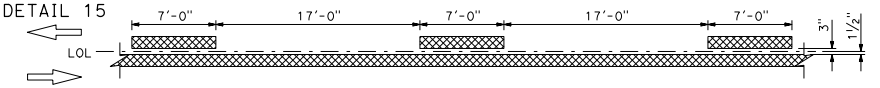


TYPE C AND TYPE D TYPE G AND TYPE H

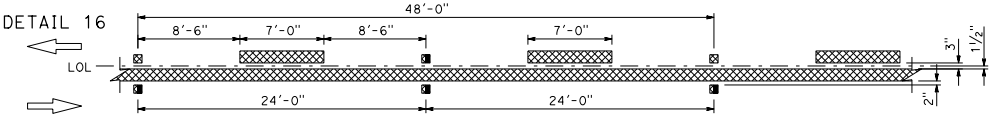
MARKER DETAILS

NO PASSING ZONES - ONE DIRECTION

DETAIL 15

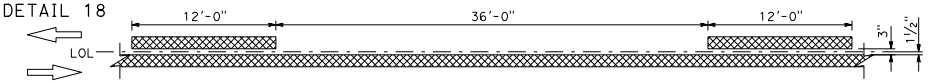


DETAIL 16

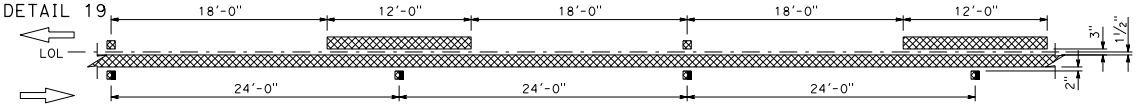


~~DETAIL 17~~ DETAIL 17 DELETED

DETAIL 18



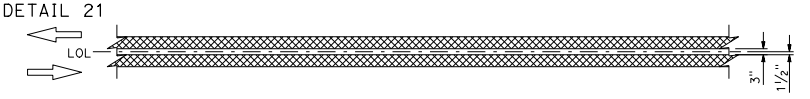
DETAIL 19



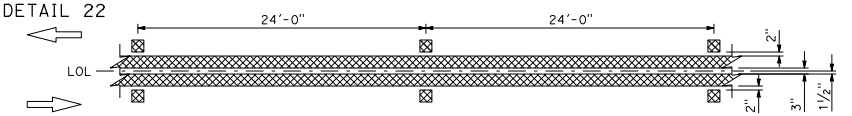
~~DETAIL 20~~ DETAIL 20 DELETED

NO PASSING ZONES - TWO DIRECTION

DETAIL 21



DETAIL 22



~~DETAIL 23~~ DETAIL 23 DELETED

LEGEND:

- TYPE C RED-CLEAR RETROREFLECTIVE MARKER
- TYPE D TWO-WAY YELLOW RETROREFLECTIVE MARKER
- TYPE G ONE-WAY CLEAR RETROREFLECTIVE MARKER
- TYPE H ONE-WAY YELLOW RETROREFLECTIVE MARKER
- 6" WHITE LINE
- 6" YELLOW LINE

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

PAVEMENT MARKERS AND TRAFFIC LINES TYPICAL DETAILS

NO SCALE

A20A

2023 STANDARD PLAN A20A

12

2-7-23

Dist	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET No.	TOTAL SHEETS

REGISTERED CIVIL ENGINEER

May 1, 2023
PLANS APPROVAL DATE

Yue Wang
No. C82065
Exp. 3-31-24
CIVIL
REGISTERED PROFESSIONAL ENGINEER
STATE OF CALIFORNIA

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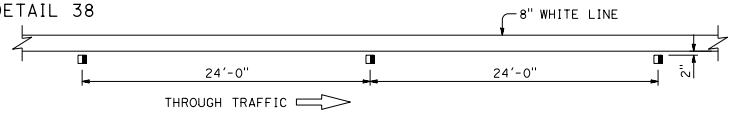
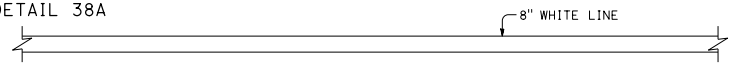
CHANNELIZING LINE

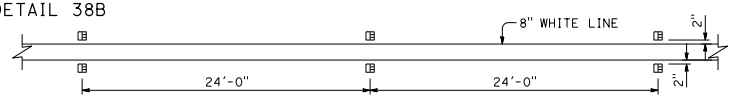
DETAIL 38



DETAIL 38A

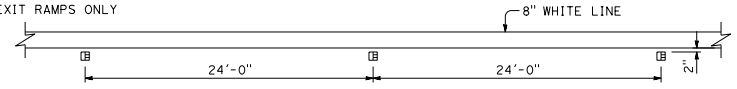


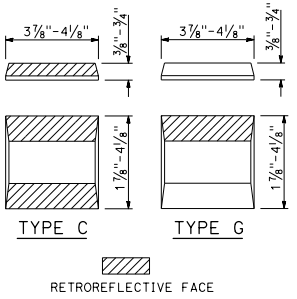
DETAIL 38B



~~DETAIL 38C~~ DETAIL 38C DELETED

DETAIL 38D
EXIT RAMPS ONLY





MARKER DETAILS

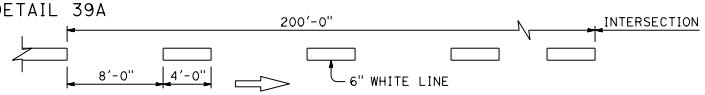
BIKE LANE LINE

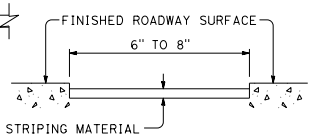
DETAIL 39



INTERSECTION LINE
BIKE LANE

DETAIL 39A





DETAIL FOR RECESSED TRAFFIC STRIPE

See Notes A and B

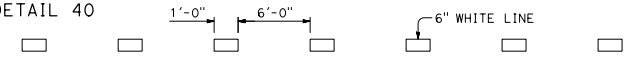
RECESSED NOTES:

A. See typical traffic line details for pavement marking patterns.

B. See Standard Specifications for recess depth and recess striping material thickness.

LANE LINE EXTENSIONS THROUGH INTERSECTIONS

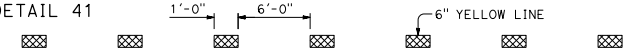
DETAIL 40



~~DETAIL 40A~~ DETAIL 40A DELETED

CENTERLINE EXTENSIONS THROUGH INTERSECTIONS

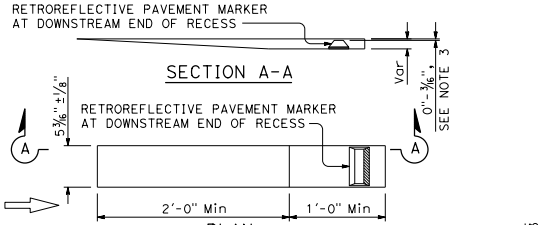
DETAIL 41

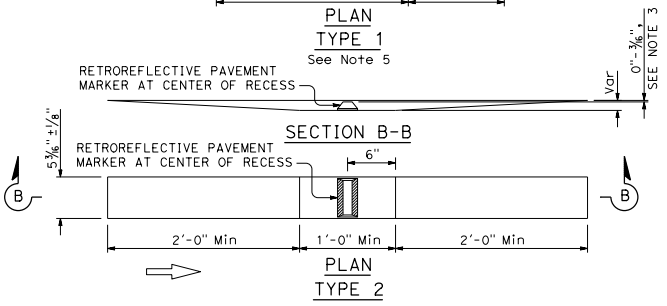


~~DETAIL 41A~~ DETAIL 41A DELETED

LEGEND:

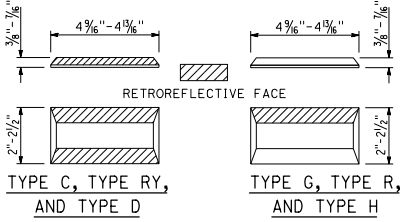
- TYPE C RED-CLEAR RETROREFLECTIVE MARKER
- TYPE G ONE-WAY CLEAR RETROREFLECTIVE MARKER
- 6" YELLOW LINE





RECESS DETAIL FOR RETROREFLECTIVE PAVEMENT MARKER

See Note 4



RETROREFLECTIVE PAVEMENT MARKER FOR RECESSED INSTALLATION

See Notes 1 and 2

RECESSED MARKER NOTES:

1. See typical traffic line details for marker patterns to be used with recessed pavement markers.
2. The retroreflective pavement markers shown for recessed installations are not to be used for non-recessed installations.
3. The top of pavement markers installed in recesses shall be 0" to 3/16" below the pavement surface.
4. Use Type 1 recess for pavement markers with one-way retroreflective face. Use Type 2 recess for pavement markers with two-way retroreflective face.
5. For exit ramps, use Type 1 recess for Type R markers with one-way retroreflective face. Reverse the orientation of the recess and place the marker at the upstream end of the recess.

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

PAVEMENT MARKERS AND TRAFFIC LINES TYPICAL DETAILS

NO SCALE

A20D

2023 STANDARD PLAN A20D

2-7-23

Dist	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET No.	TOTAL SHEETS

REGISTERED CIVIL ENGINEER

May 1, 2023
PLANS APPROVAL DATE

Yue Wang
No. C82065
Exp. 3-31-24
CIVIL
REGISTERED PROFESSIONAL ENGINEER
STATE OF CALIFORNIA

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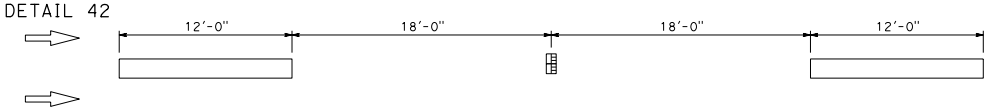
PREFERENTIAL LANE LINES

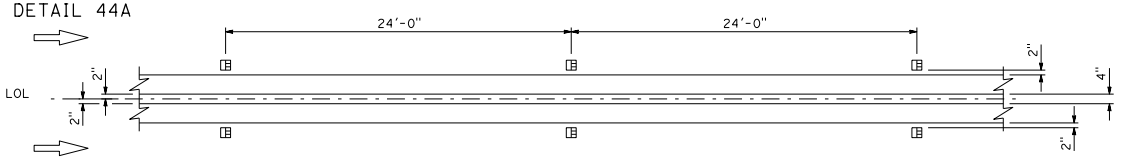
DETAIL 42



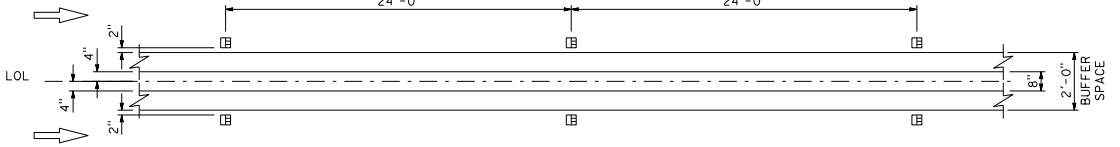
~~DETAIL 43~~ DETAIL 43 DELETED

~~DETAIL 43A~~ DETAIL 43A DELETED

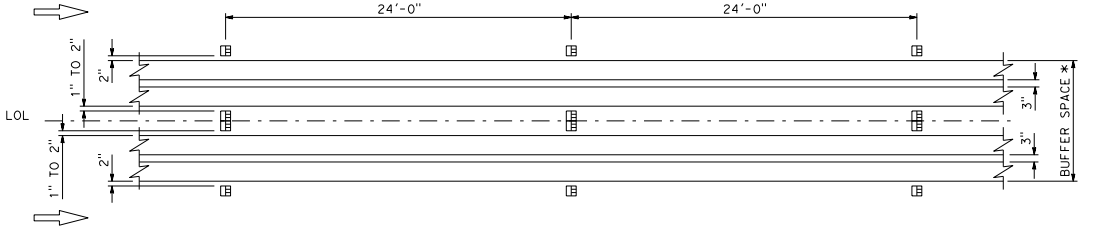
DETAIL 44A



DETAIL 44B



DETAIL 45

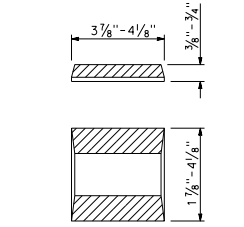


* See pavement delineation plan for dimension.

LEGEND:

TYPE C RED-CLEAR RETROREFLECTIVE MARKER

8" WHITE LINE



RETROREFLECTIVE FACE

TYPE C

MARKER DETAILS

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

PAVEMENT MARKERS AND TRAFFIC LINES TYPICAL DETAILS

NO SCALE

A20F

2023 STANDARD PLAN A20F

2-7-23

Dist	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET No.	TOTAL SHEETS

REGISTERED CIVIL ENGINEER

May 1, 2023
PLANS APPROVAL DATE

Yue Wang
No. C82065
Exp. 3-31-24
CIVIL
REGISTERED PROFESSIONAL ENGINEER
STATE OF CALIFORNIA

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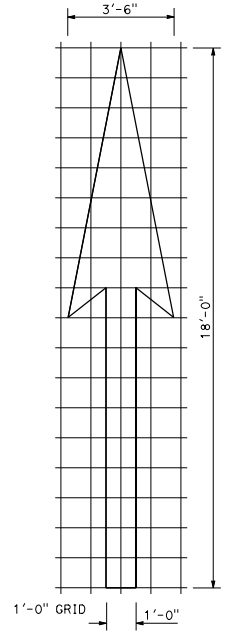
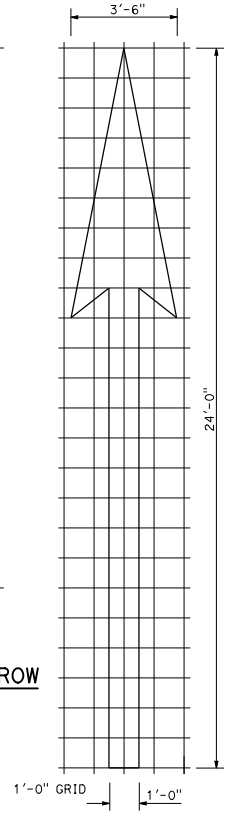


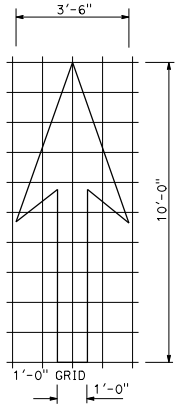
A=25 ft²

TYPE I 18'-0" ARROW



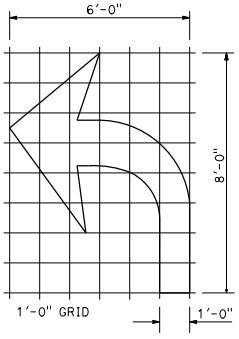
A=31 ft²

TYPE I 24'-0" ARROW



A=14 ft²

TYPE I 10'-0" ARROW



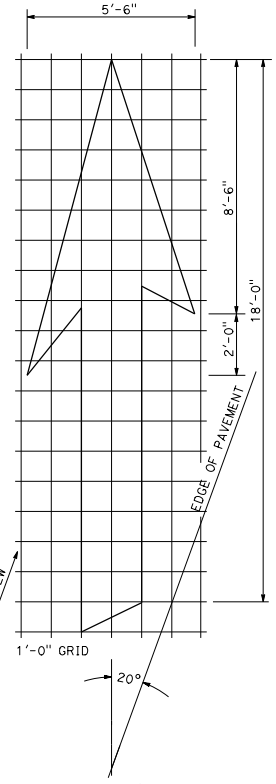
A=15 ft²

TYPE IV (L) ARROW

For Type IV (R) arrow, use mirror image.

NOTE:

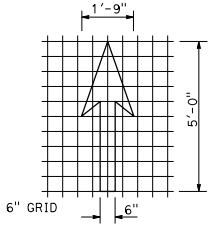
Minor variations in dimensions may be accepted by the Engineer.



A=42 ft²

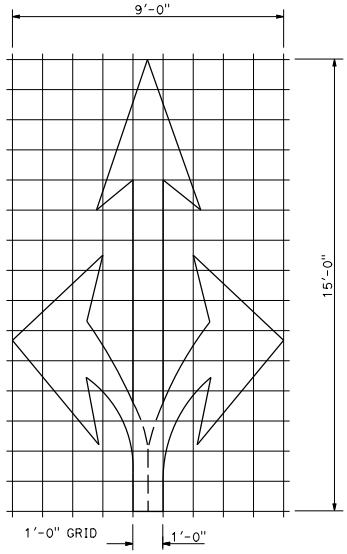
TYPE VI ARROW

Right lane drop arrow.
For left lane, use mirror image.



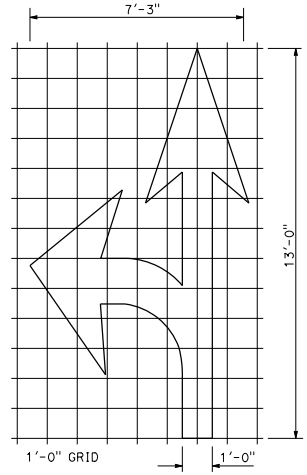
A=3.5 ft²

BIKE LANE ARROW



A=36 ft²

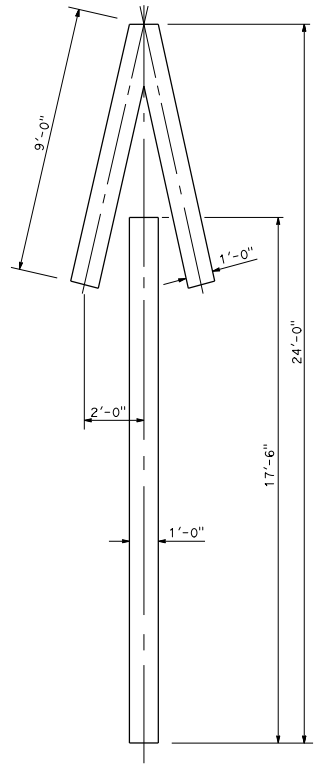
TYPE VIII ARROW



A=27 ft²

TYPE VII (L) ARROW

For Type VII (R) arrow, use mirror image.



A=33 ft²

TYPE V ARROW

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

PAVEMENT MARKINGS ARROWS

NO SCALE

A24A

2023 STANDARD PLAN A24A

2-7-23

Dist	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET No.	TOTAL SHEETS

REGISTERED CIVIL ENGINEER

May 1, 2023
PLANS APPROVAL DATE

Yue Wang
No. C82065
Exp. 3-31-24
CIVIL
REGISTERED PROFESSIONAL ENGINEER
STATE OF CALIFORNIA

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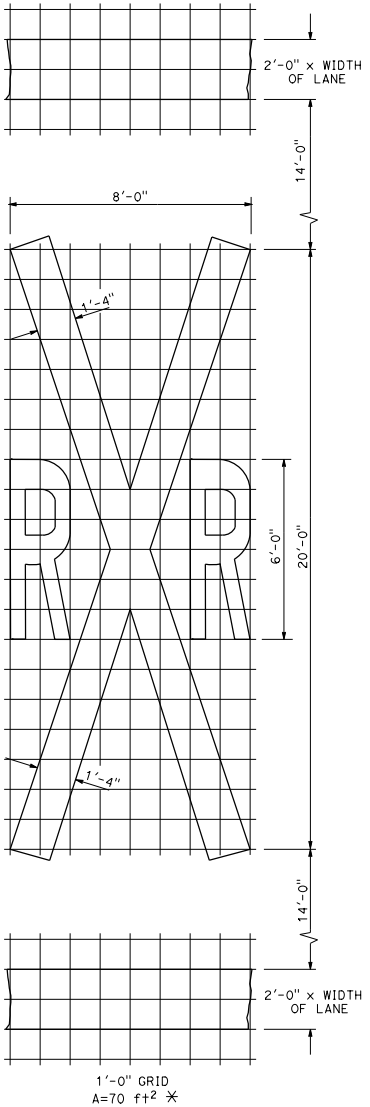
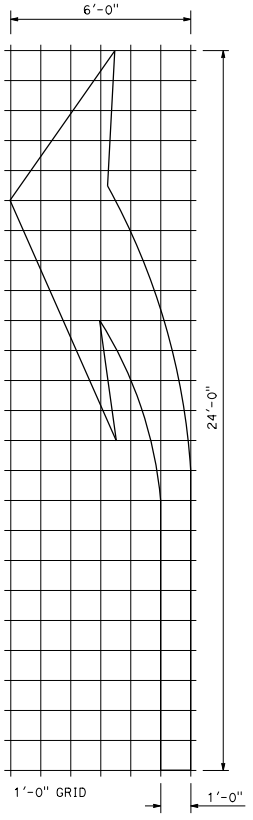


A=70 ft² ✳

RAILROAD CROSSING SYMBOL

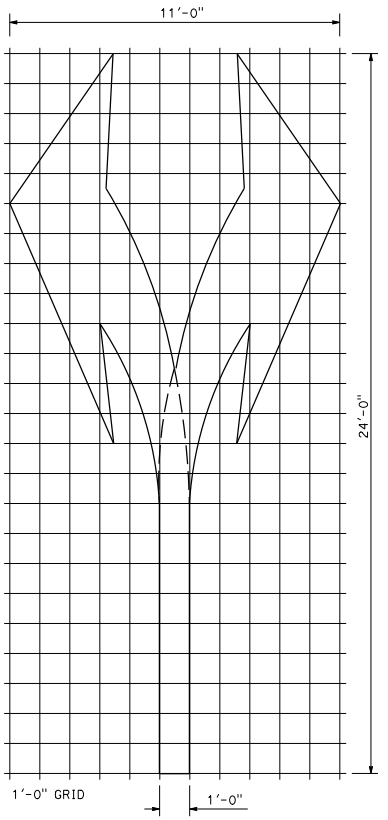
✳ 70 ft² does not include the 2'-0" x variable width transverse lines.



A=42 ft²

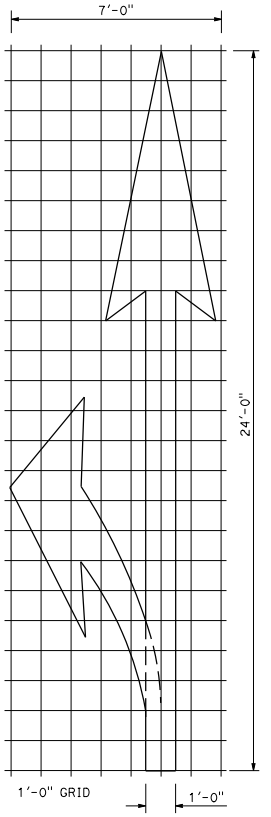
TYPE III (L) ARROW

For Type III (R) use mirror image.



A=73 ft²

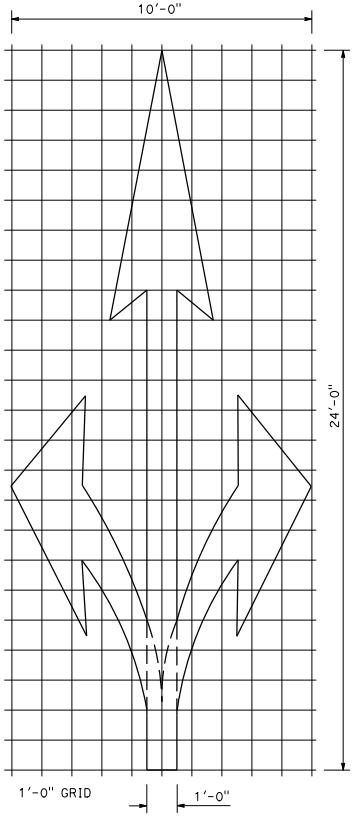
TYPE III (B) ARROW



A=45 ft²

TYPE II (L) ARROW

For Type II (R) use mirror image.



A=59 ft²

TYPE II (B) ARROW

NOTE:
Minor variations in dimensions may be accepted by the Engineer.

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

PAVEMENT MARKINGS ARROWS AND SYMBOLS

NO SCALE

A24B

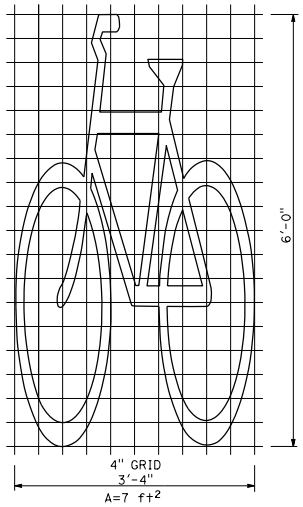
Dist	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET No.	TOTAL SHEETS

REGISTERED CIVIL ENGINEER

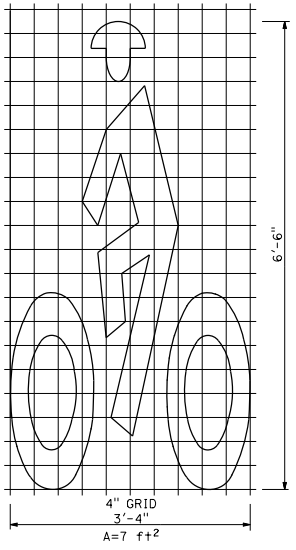
May 1, 2023
PLANS APPROVAL DATE

Yue Wang
No. C82065
Exp. 3-31-24
CIVIL
STATE OF CALIFORNIA

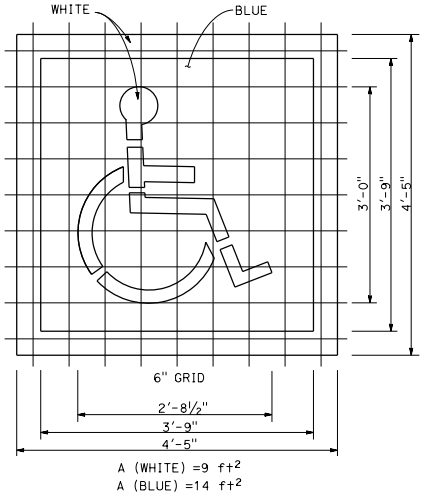
THE STATE OF CALIFORNIA OR ITS OFFICERS OR AGENTS SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OR COMPLETENESS OF SCANNED COPIES OF THIS PLAN SHEET.



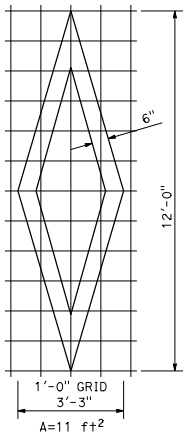
BIKE LANE SYMBOL
WITHOUT PERSON



BIKE LANE SYMBOL
WITH PERSON

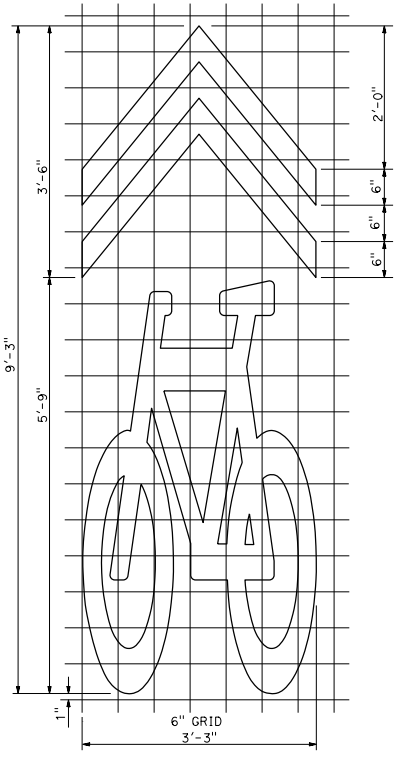


INTERNATIONAL SYMBOL OF
ACCESSIBILITY (ISA) MARKING

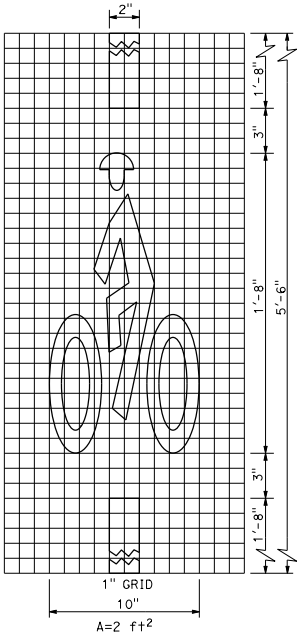


DIAMOND SYMBOL

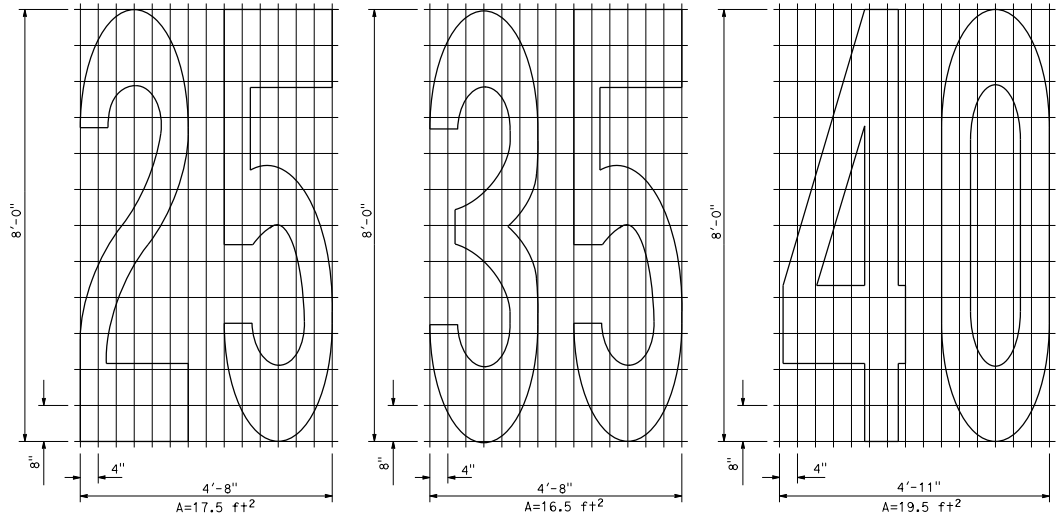
NOTE:
Minor variations in dimensions may be accepted by the Engineer.



SHARED ROADWAY BICYCLE MARKING



BICYCLE LOOP
DETECTOR SYMBOL



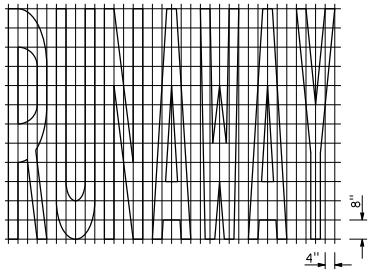
NUMERALS

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

PAVEMENT MARKINGS SYMBOLS AND NUMERALS

NO SCALE

A24C



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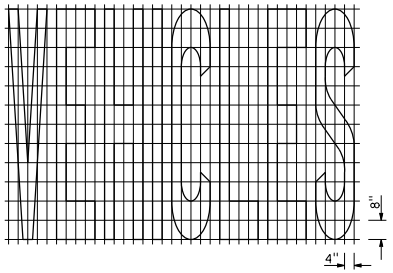

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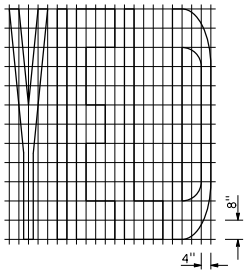
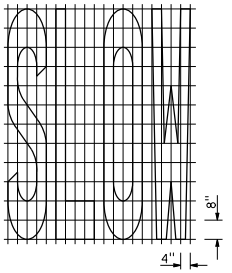
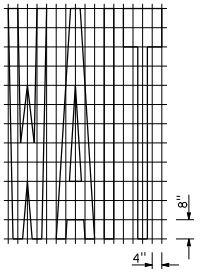


A=24 ft²



A=23 ft²



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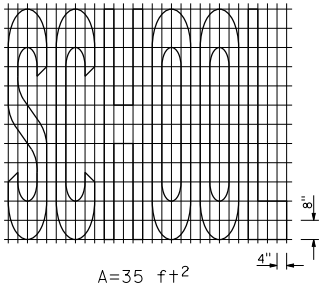

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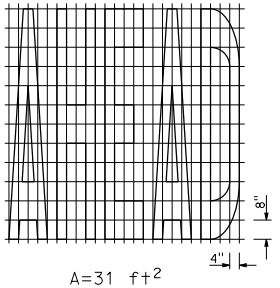

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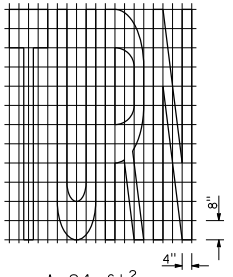
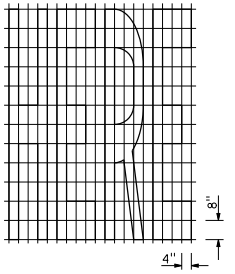


A=24 ft²



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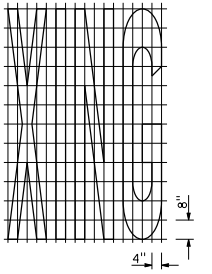
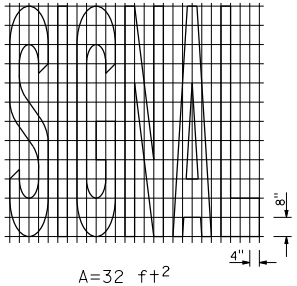
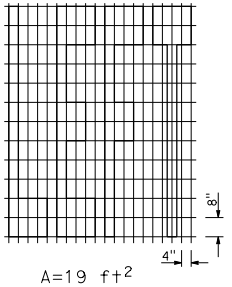


A=21 ft²



A=32 ft²



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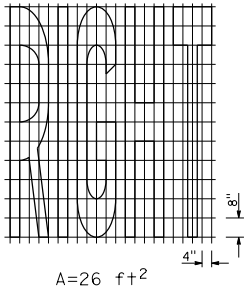

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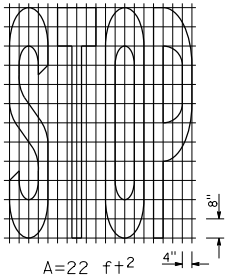

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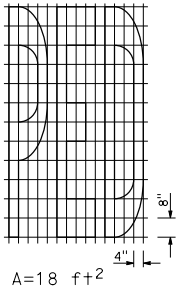
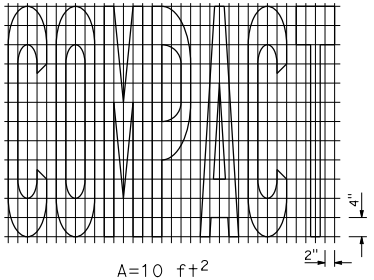
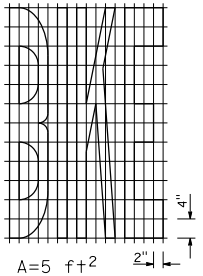


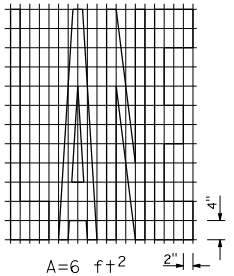
A=18 ft²



A=10 ft²



A=5 ft²



A=6 ft²

NOTES:

1. If a message consists of more than one word, it must read "UP", i.e., the first word must be nearest the driver.
2. The space between words must be at least four times the height of the characters for low speed roads, but not more than ten times the height of the characters. The space may be reduced appropriately where there is limited space because of local conditions.
3. Minor variations in dimensions may be accepted by the Engineer.
4. Portions of a letter, number or symbol may be separated by connecting segments not to exceed 2" in width.

WORD MARKINGS

ITEM	ft²	ITEM	ft²	ITEM	ft²	ITEM	ft²
XING	21	YIELD	24	BIKE	5	PED	18
AHEAD	31	SCHOOL	35	SLOW	23	COMPACT	10
WAIT	19	SIGNAL	32	STOP	22	RUNAWAY	43
LANE	6	TURN	24	LEFT	19	VEHICLES	42
RIGHT	26	HERE	26				

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

PAVEMENT MARKINGS WORDS

NO SCALE

A24D

Dist	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET No.	TOTAL SHEETS

REGISTERED CIVIL ENGINEER

May 1, 2023
PLANS APPROVAL DATE

REGISTERED PROFESSIONAL ENGINEER
Yue Wang
No. C82065
Exp. 3-31-24
CIVIL
STATE OF CALIFORNIA

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2023 STANDARD PLAN A24D

2-7-23

Dist	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET No.	TOTAL SHEETS

REGISTERED CIVIL ENGINEER

May 1, 2023
PLANS APPROVAL DATE

Yue Wang
No. C82065
Exp. 3-31-24
CIVIL
REGISTERED PROFESSIONAL ENGINEER
STATE OF CALIFORNIA

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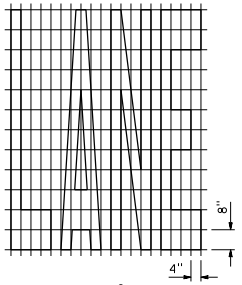

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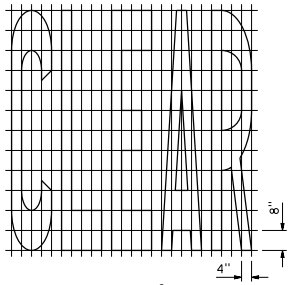

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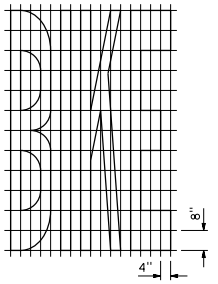
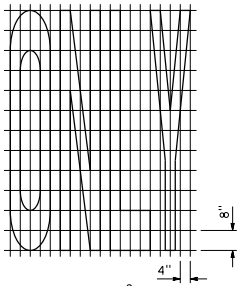


A=21 ft²



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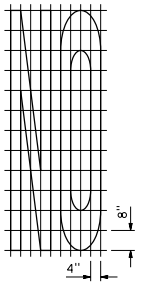
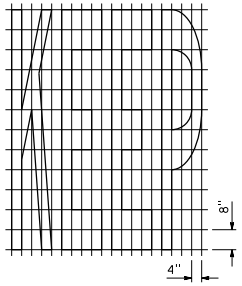


A=14 ft²



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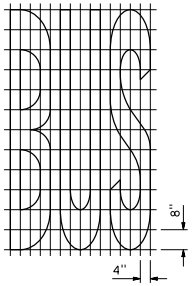

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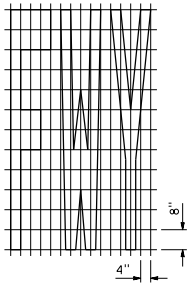

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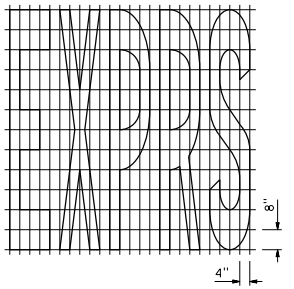
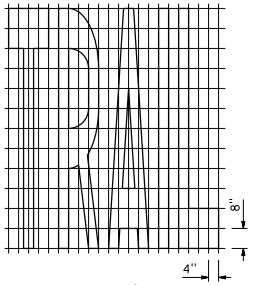


A=30 ft²



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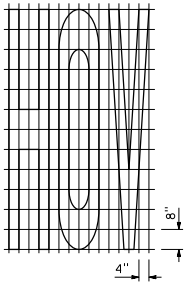

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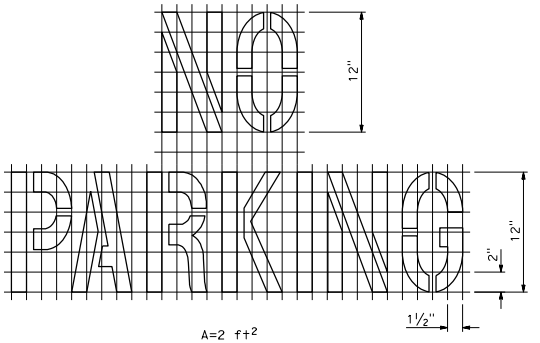

A=2 ft²
See Notes 5 and 6

NOTES:

1. If a message consists of more than one word, it must read "UP",i.e., the first word must be nearest the driver.
2. The space between words must be at least four times the height of the characters for low speed roads, but not more than ten times the height of the characters. The space may be reduced appropriately where there is limited space because of local conditions.
3. Minor variations in dimensions may be accepted by the Engineer.
4. Portions of a letter, number, or symbol may be separated by connecting segments not to exceed 2" in width.
5. The words "NO PARKING" pavement marking is to be used for parking facilities. For typical locations of markings, see Standard Plans A90A and A90B.
6. The words "NO PARKING", shall be painted in white letters no less than 1'-0" high on a contrasting background and located so that it is visible to traffic enforcement officials.

WORD MARKINGS			
ITEM	SQFT	ITEM	SQFT
LANE	24	NO	14
CLEAR	27	BIKE	21
KEEP	24	BUS	20
HOV	18	ONLY	22
TRAIL	23	FWY	16
EXPRS	30		

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

PAVEMENT MARKINGS WORDS

NO SCALE

A24E

Dist	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET No.	TOTAL SHEETS

REGISTERED CIVIL ENGINEER

May 1, 2023
PLANS APPROVAL DATE

Yue Wang
No. C82065
Exp. 3-31-24
CIVIL
REGISTERED PROFESSIONAL ENGINEER
STATE OF CALIFORNIA

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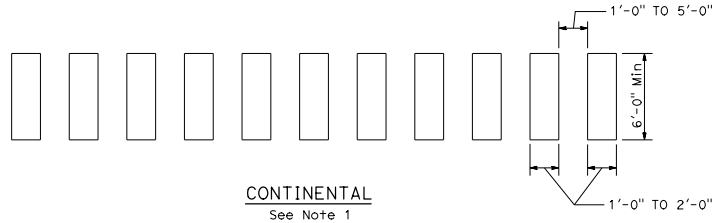
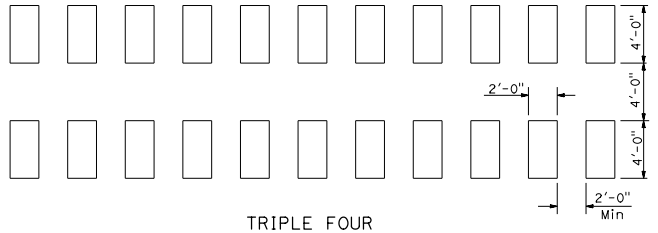
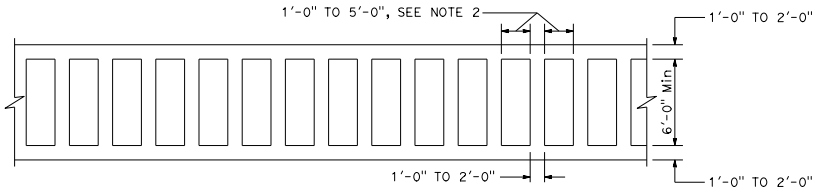


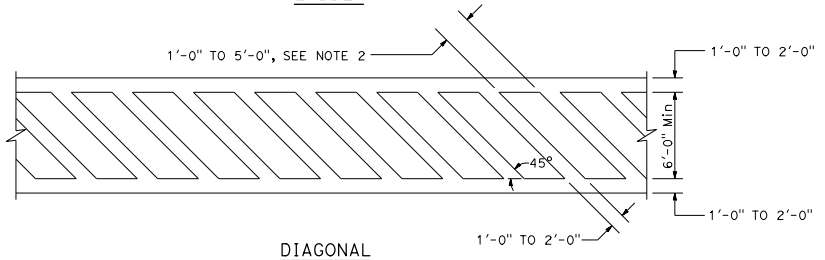
CONTINENTAL
See Note 1



TRIPLE FOUR
See Note 1



LADDER

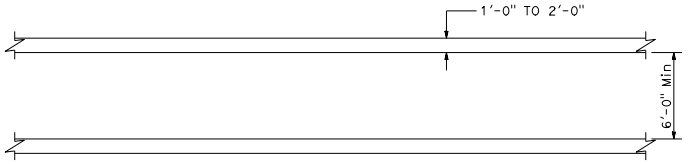


DIAGONAL

HIGHER VISIBILITY CROSSWALKS

NOTES:

1. Spaces between markings must be placed in wheel tracks of each lane.
2. Spacings not to exceed 2.5 x width of longitudinal line.
3. All crosswalk markings must be white except those near schools must be yellow.



BASIC

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

PAVEMENT MARKINGS
CROSSWALKS

NO SCALE

A24F

2023 STANDARD PLAN A24F

2-7-23

Dist	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET No.	TOTAL SHEETS

REGISTERED CIVIL ENGINEER

May 1, 2023
PLANS APPROVAL DATE

Yue Wang
No. C82065
Exp. 3-31-24
CIVIL
REGISTERED PROFESSIONAL ENGINEER
STATE OF CALIFORNIA

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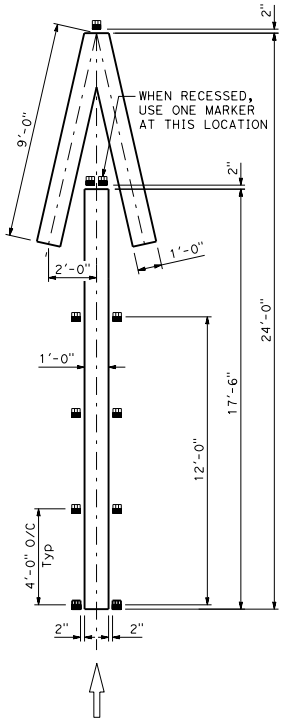
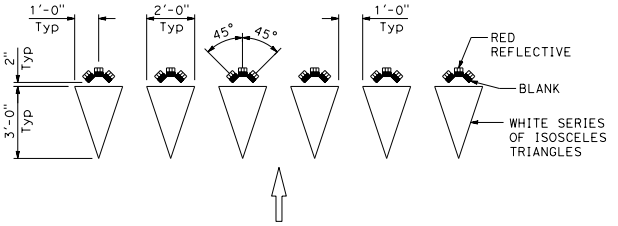


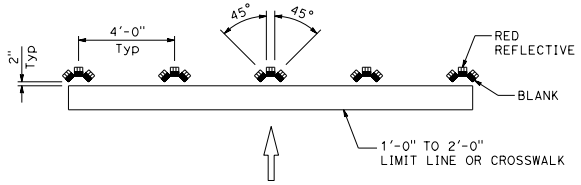
A=33 ft²

TYPE V ARROW AT EXIT RAMP



YIELD LINE AT EXIT RAMP

(Markers are not recessed)

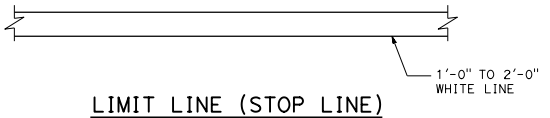


LIMIT LINE (STOP LINE) AT EXIT RAMP

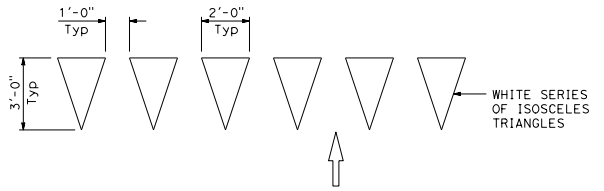
(Markers are not recessed)

NOTE:

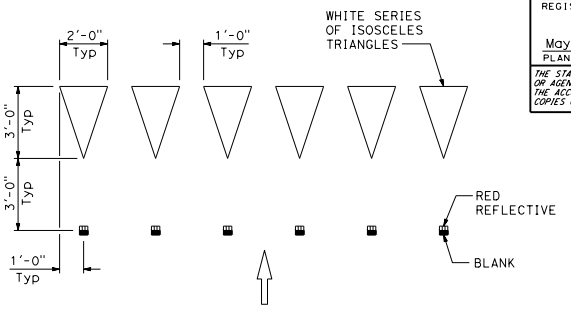
1. If there is crosswalk at the end of the exit ramp, place Type R markers in front of the first line for wrong way vehicle that travels up the ramp with the red reflective side facing the intersection.



LIMIT LINE (STOP LINE)



YIELD LINE

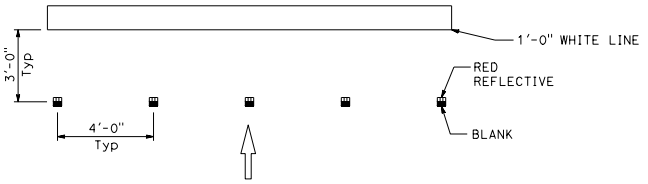


YIELD LINE AT EXIT RAMP

(Markers are recessed)

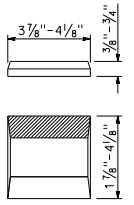
LEGEND:

TYPE R ONE-WAY RED RETROREFLECTIVE MARKER



LIMIT LINE (STOP LINE) AT EXIT RAMP

(Markers are recessed)



TYPE R

MARKER DETAILS

RETROREFLECTIVE FACE ON BACKSIDE

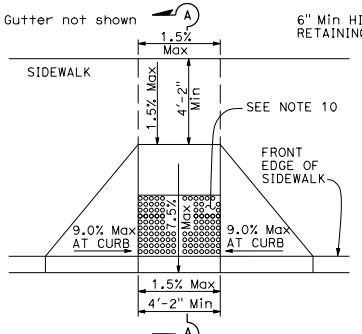
STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

PAVEMENT MARKINGS YIELD LINES, LIMIT LINES AND WRONG WAY DETAILS

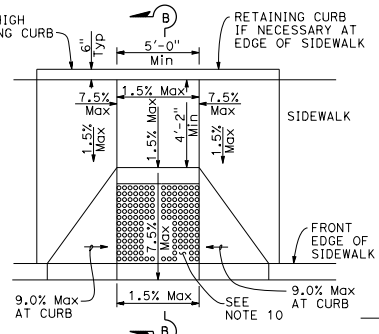
NO SCALE

A24G

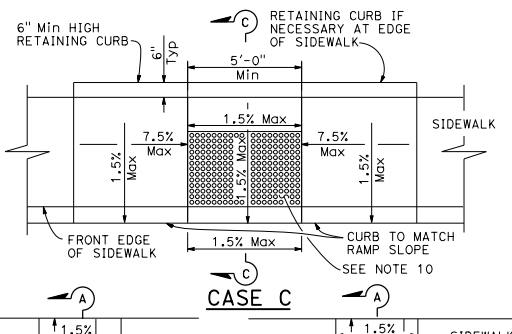
2-7-23



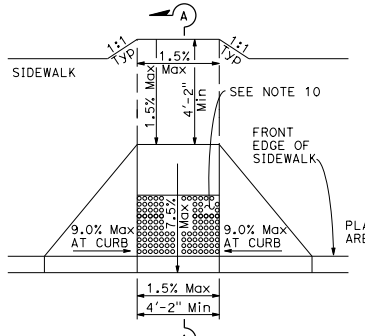
CASE A



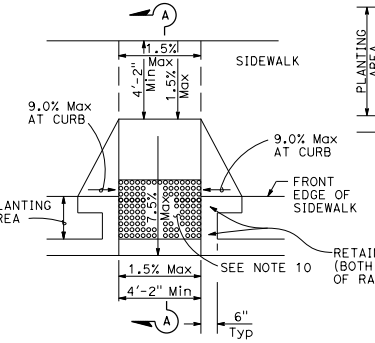
CASE B



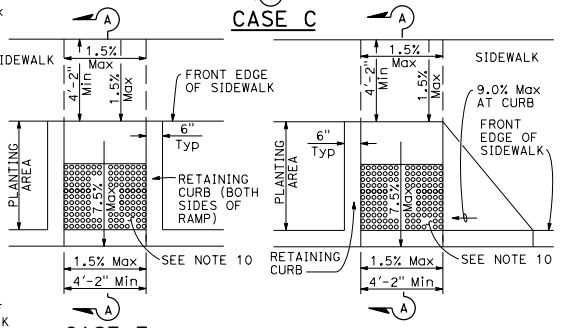
CASE C



CASE D



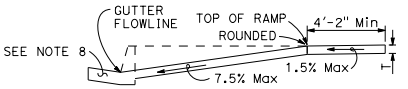
CASE E



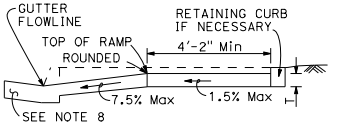
CASE F

CASE G

See Note 4

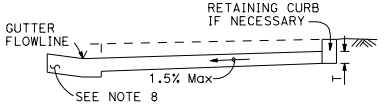


SECTION A-A

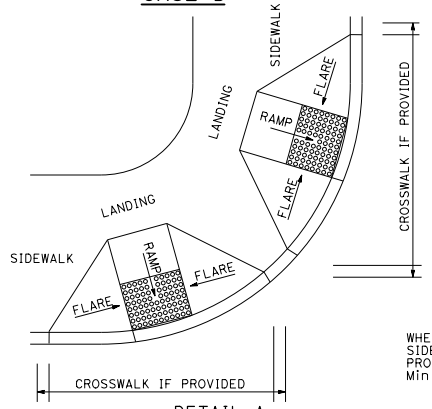


SECTION B-B

Depress entire sidewalk as required



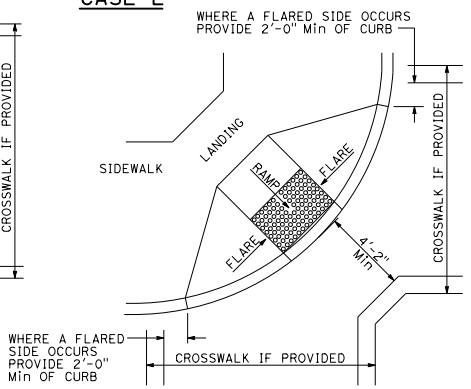
SECTION C-C



DETAIL A

TYPICAL TWO-RAMP CORNER INSTALLATION

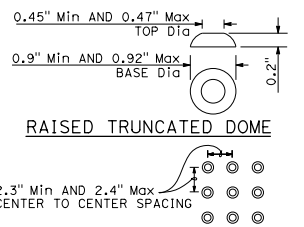
See Note 1



DETAIL B

TYPICAL ONE-RAMP CORNER INSTALLATION

See Notes 1 and 3



RAISED TRUNCATED DOME

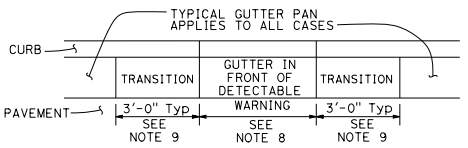
RAISED TRUNCATED DOME PATTERN (IN-LINE)

DETECTABLE WARNING SURFACE

See Note 10

NOTES:

1. As site conditions dictate, Case A through Case G curb ramps may be used for corner installations similar to those shown in Detail A and Detail B. The case of curb ramps used in Detail A do not have to be the same. Case A through Case G curb ramps also may be used at mid block locations, as site conditions dictate. For specific site condition configuration, including the conform to existing sidewalk, see Project Plans.
2. If distance from curb to back of sidewalk is too short to accommodate ramp and 4'-2" platform (landing) as shown in Case A, the sidewalk may be depressed longitudinally as in Case B or C or may be widened as in Case D.
3. When ramp is located in center of curb return, crosswalk configuration must be similar to that shown for Detail B.
4. As site conditions dictate, the retaining curb side and the flared side of the Case G ramp shall be constructed in reversed position.
5. The ramp portion of the curb ramp is a typical rectangle, unless modified in the Project Plans.
6. Side slope of ramp flares vary uniformly from a maximum of 9.0% at curb to conform with longitudinal sidewalk slope adjacent to top of the ramp, except in Case C and Case F.
7. The adjacent surfaces at transitions at curb ramps to walks, gutters, and streets shall be at the same level.
8. Counter slopes of adjoining gutters and road surfaces immediately adjacent to and within 24 inches of the curb ramp shall not be steeper than 1V:20H (5.0%). Gutter pan slope shall not exceed 1" of depth for each 2'-0" of width.
9. Transition gutter pan slope from 1" of depth for each 2'-0" of width to match typical gutter pan slope per Standard Plan A87A.
10. The detectable warning surface will be a rectangle as shown at back of curb, unless modified in the Project Plans. Curb ramps shall have a detectable warning surface that extends the full width and 3'-0" depth of the ramp. Detectable warning surfaces shall extend the full width of the ramp except a maximum gap of 1 inch is allowed on each side of the ramp. Detectable warning surfaces shall conform to the requirements in the Standard Specifications.
11. Sidewalk and ramp thickness "T", shall be 3½" minimum.
12. Utility pull boxes, manholes, vaults and all other utility facilities within the boundaries of the curb ramp will be relocated or adjusted to grade by the owner prior to, or in conjunction with, curb ramp construction.
13. Detectable warning surface may have to be cut to allow removal of utility covers while maintaining detectable warning width and depth.



GUTTER PAN TRANSITION

Dist	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET No.	TOTAL SHEETS

REGISTERED CIVIL ENGINEER

May 1, 2023
PLANS APPROVAL DATE

THE STATE OF CALIFORNIA OR ITS OFFICERS OR AGENTS SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OR COMPLETENESS OF SCANNED COPIES OF THIS PLAN SHEET.

REGISTERED PROFESSIONAL ENGINEER
Rebecca Lynn Mowry
No. C54415
Exp. 12-31-23
CIVIL
STATE OF CALIFORNIA

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

CURB RAMP DETAILS

NO SCALE

A88A

2023 STANDARD PLAN A88A

1-31-23

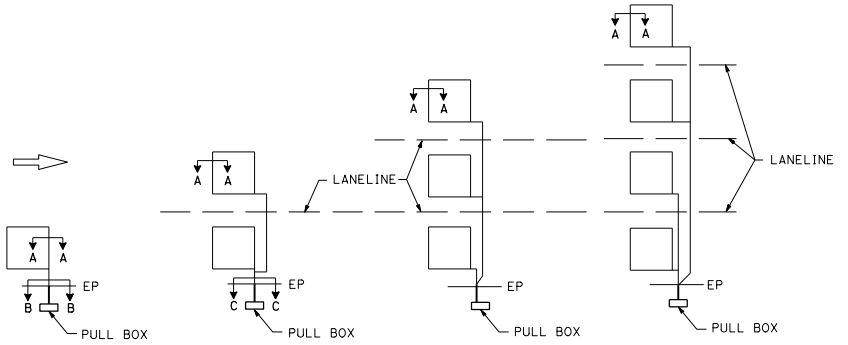
Dist	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET No.	TOTAL SHEETS

Omar Mendoza
REGISTERED CIVIL ENGINEER

May 1, 2023
PLANS APPROVAL DATE

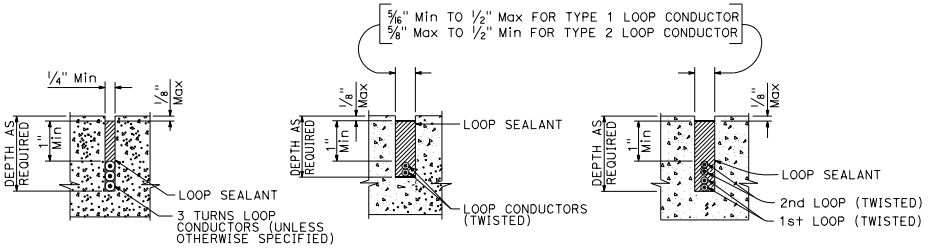
REGISTERED PROFESSIONAL ENGINEER
Omar Mendoza
No. E17982
Exp. 12-31-24
ELECTRICAL
STATE OF CALIFORNIA

THE STATE OF CALIFORNIA OR ITS OFFICERS OR AGENTS SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OR COMPLETENESS OF SCANNED COPIES OF THIS PLAN SHEET.



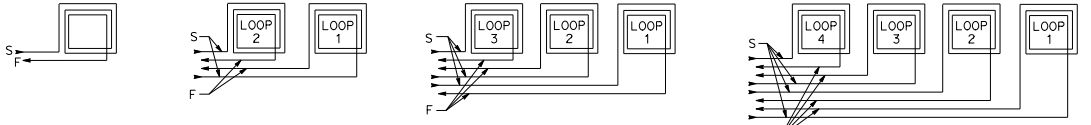
SAW CUT DETAILS

Type A loop detector configurations illustrated



SECTION A-A SECTION B-B SECTION C-C

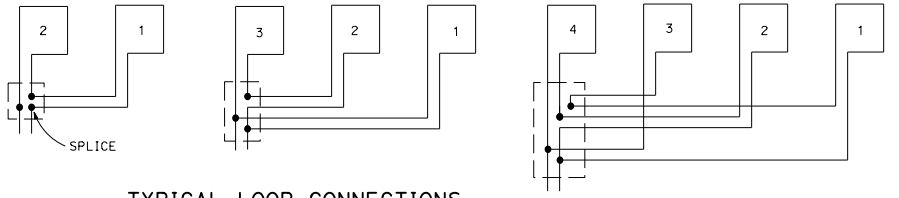
SLOT DETAILS - TYPE 1 AND TYPE 2 LOOP CONDUCTOR



WINDING DETAILS

ABBREVIATIONS:

S - START
F - FINISH



TYPICAL LOOP CONNECTIONS

Dashed lines represent the pull box

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

ELECTRICAL SYSTEMS (LOOP DETECTORS)

NO SCALE

ES-5A

2023 STANDARD PLAN ES-5A

1-31-23

Dist	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET No.	TOTAL SHEETS

Omar Mendoza
REGISTERED CIVIL ENGINEER

May 1, 2023
PLANS APPROVAL DATE

REGISTERED PROFESSIONAL ENGINEER
Omar Mendoza
No. E17982
Exp. 12-31-24
ELECTRICAL
STATE OF CALIFORNIA

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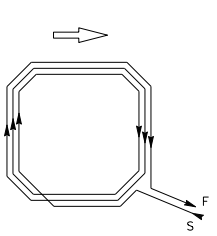
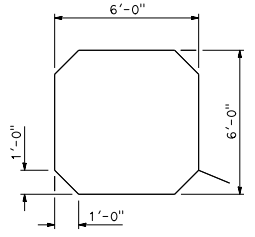
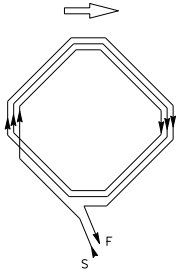


WINDING DETAIL



SAW CUT DETAIL

TYPE A LOOP DETECTOR CONFIGURATION



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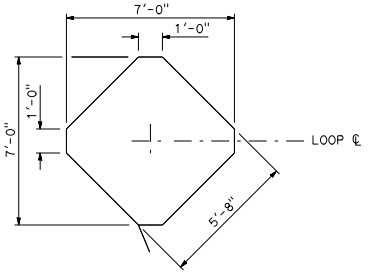
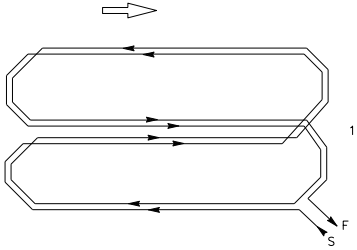


SAW CUT DETAIL

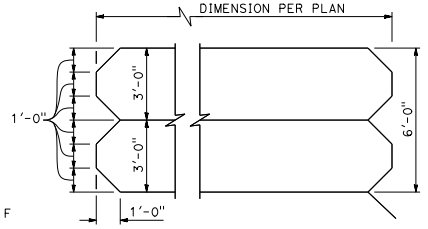
TYPE B LOOP DETECTOR CONFIGURATION

NOTES:

1. Round corners of acute angle saw cuts to prevent damage to conductors.
2. Typical distance separating loops from edge to edge is 10' for Type A, B, D, E, and F installation in single lane.
3. Use Type D and F loops for limit line detection and bicycle lanes.

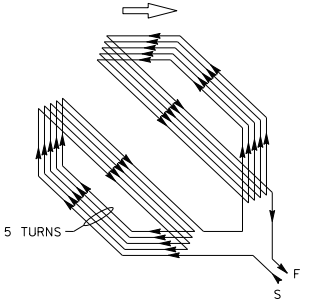


WINDING DETAIL



SAW CUT DETAIL

TYPE C LOOP DETECTOR CONFIGURATION



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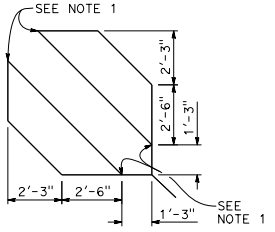
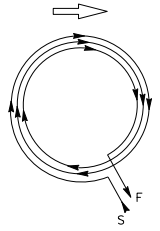


SAW CUT DETAIL

TYPE D LOOP DETECTOR CONFIGURATION



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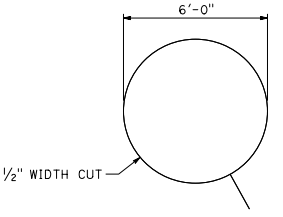
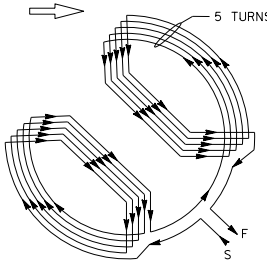


SAW CUT DETAIL

TYPE E LOOP DETECTOR CONFIGURATION



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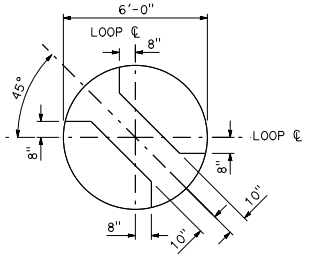
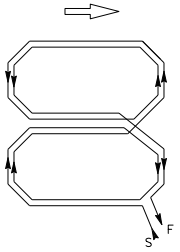


SAW CUT DETAIL

TYPE F LOOP DETECTOR CONFIGURATION



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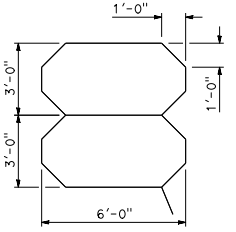
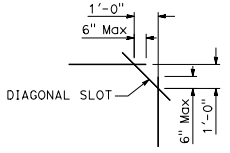


SAW CUT DETAIL

TYPE Q LOOP DETECTOR CONFIGURATION



PLAN VIEW OF DIAGONAL SLOT AT CORNERS

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

ELECTRICAL SYSTEMS (DETECTORS)

NO SCALE

ES-5B

2023 STANDARD PLAN ES-5B

1-31-23

APPENDIX D: UPRR ENCROACHMENT PERMIT

WILL BE PROVIDED TO CONTRACTOR UPON APPROVAL OF UPRR

APPENDIX E: CALTRANS ENCROACHMENT PERMIT # 07-24-N-MC-0069

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION

ENCROACHMENT PERMIT

DOT TR-0120 (REV 05/2023)

FM 91 1436

Permit No.
07-24-N-MC-0069

In compliance with your application of January 16, 2024

Dist/Co/Rte/PM
07/LA/91/PM 6.01

Reference Documents:

- ☐ Utility Notice No. _____ of _____
- ☐ Agreement No. _____ of _____
- ☐ R/W Contract No. _____ of _____
- ☐ Project code (ID): _____ CFC #: _____
- ☒ Applicant's Reference/ Utility Work Order No. JN935 Phase 2

Permit Approval Date
January 26, 2024

Performance Bond Amount (1)	Payment Bond Amount (2)
$0	$0

Bond Company
$ N/A

Bond Number (1)	Bond Number (2)
$ N/A	$ N/A

TO:
CITY OF GARDENA
C/O: CANNON CORPORATION
16842 Von Karman Avenue, Suite 150
Irvine CA 92606

, PERMITTEE

and subject to the following, PERMISSION IS HEREBY GRANTED to:

Remove and replace 8 existing Caltrans' owned traffic loops and perform associated traffic control activities, on Vermont Avenue at Route 91 (Artesia Freeway), in the City of Gardena within the State's highway right-of-way; all in accordance with the current State specifications and standard plans, attached special provisions, and stamped permit plans.

Traffic Control Plan must be submitted for review and approval via Rider Permit prior to the start of construction.
Working Hours: Per city/local agency approved work hours, or as directed by State Inspector.

Permittee and their prime contractor(s) must fill out form TR-0429 and submit to the assigned permit inspector prior to pre-job meeting.

A pre-job meeting with the assigned Caltrans Representative, Masoud Nassimi (masoud.m.nassimi@dot.ca.gov), (213) 999-1907, and the Caltrans Electrical Permit Inspector, Noel Aclaro (noel.aclaro@dot.ca.gov), (213) 999-1905, is required at least 7 days prior to start of any work under this permit. Failure to do so may result in permit revocation with no prejudice.

THIS PERMIT IS NOT A PROPERTY RIGHT AND DOES NOT TRANSFER WITH THE PROPERTY TO A NEW OWNER.

The following attachments are also included as part of this permit (check applicable):

- ☒ YES ☐ NO General Provisions
- ☐ YES ☒ NO Utility Maintenance Provisions
- ☐ YES ☒ NO Storm Water Special Provisions
- ☐ YES ☒ NO Special Provisions
- ☐ YES ☒ NO A Cal-OSHA Permit, if required: Permit No. _____
- ☐ YES ☒ NO As-Built Plans Submittal Route Slip for Locally Advertised Projects
- ☐ YES ☒ NO Storm Water Pollution Protection Plan

In addition to fee, the permittee will be billed actual costs for:

- ☐ YES ☒ NO Review
- ☐ YES ☒ NO Inspection
- ☒ YES Field Work *(if any Caltrans effort expended)*

As-built Plans are Required
☒ YES ☐ NO

☐ YES ☒ NO The information in the environmental documentation has been reviewed and considered prior to approval of this permit.

This permit is void unless the work is completed before July 31, 2024
This permit is to be strictly construed and no other work other than specifically mentioned is hereby authorized.
No project work shall be commenced until all other necessary permits and environmental clearances have been obtained.

CC:
#1: Masoud M Nassimi
#2: NOEL B ACLARO
#3:
#4:

APPROVED:

Gloria Roberts, District Director

BY

Chrisinte Song (Jan 26, 2024 13:40 PST)

Christine J Song, District Permit Engineer

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CITY OF GARDENA
STREET IMPROVEMENT PROJECT

ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
WESTERN AVE. TO VERMONT AVE.
PROJECT JN 935 PHASE 2

GENERAL NOTES:

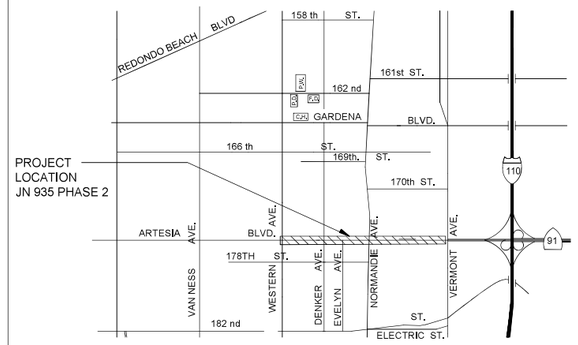
1. ALL CROSSWALKS, ARROWS, STOPBARS, AND LEGENDS SHALL BE THERMOPLASTIC MATERIAL.
2. RAISED PAVEMENT MARKERS SHALL BE CEMENTED TO THE PAVEMENT WITH HOT MELT BITUMINOUS ADHESIVE.
3. FURNISH AND INSTALL TEMPORARY MARKERS IMMEDIATELY AFTER PAVING, SPACED AT 25 ft MAXIMUM.
4. REMOVE ALL EXISTING PAVEMENT MARKINGS BY WET SANDBLASTING (CROSS WALKS, STOP LEGENDS, ETC.). EXISTING PAVEMENT MARKINGS AND STRIPINGS TO BE REMOVED ARE NOT SHOWN ON THE PLAN. FIELD VERIFY LOCATIONS.
5. REMOVE AND DISPOSE OF ALL EXISTING RAISED PAVEMENT MARKERS WITHIN THE PROJECT LIMITS. PAYMENT SHALL BE INCLUDED IN BID ITEM PRICE FOR FURNISH AND INSTALL PAVEMENT MARKERS.
6. ADJUST UTILITY VALVE COVERS, UTILITY BOXES, TRAFFIC SIGNAL BOXES, ETC. TO FINISH GRADE. PAYMENT SHALL BE INCLUDED IN ADJACENT CONSTRUCTION.
7. ALL SURVEY CENTERLINE TIES AND MONUMENTS THAT ARE DAMAGED OR REMOVED SHALL BE RE-ESTABLISHED. THE CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES DIVISION SHALL ESTABLISH CENTER LINE MONUMENTS AND TIES AT ALL STREET INTERSECTIONS WITHIN THE PROJECT LIMITS WHERE NONE EXISTED PRIOR TO CONSTRUCTION. SEE TECHNICAL PROVISIONS.
8. PROVIDE TRAFFIC CONTROL PER TECHNICAL PROVISIONS.
9. ALL STREETS ARE DRAWN WITH BREAK LINES FOR DRAWING PURPOSES. BIDS SHALL BE BASED ON STATIONING AND FIELD VERIFICATION.
10. 24 HOUR NOTICE FOR ALL INSPECTIONS REQUIRED.
11. CATCH BASINS NOT DRAWN FOR CLARITY.
12. CONTRACTORS SHALL REMOVE AND DISPOSE OF ALL TRASH AND BROKEN BRANCHES BEFORE AND AFTER PAVING.
13. PRIOR TO CUTTING OF ANY ROOTS, CALL PARKS DIVISION AT (310)217-9564 FOR APPROVAL.
14. PROTECT ALL STORM DRAINS, CATCH BASINS, ETC. WITH SAND BAGS, FABRIC AND OTHER APPROPRIATE BEST MANAGEMENT PRACTICES.
15. STREET CENTERLINE AS SHOWN ON PLAN IS APPROXIMATE.

ABBREVIATIONS:

ABD	ABANDONED
A.C./AC	ASPHALT CONCRETE
AVE	AVENUE
BCR	BEGIN CURB RETURN
BLVD	BOULEVARD
BM	BENCHMARK
BMP	BEST MANAGEMENT PRACTICE
BW	BACK OF SIDEWALK
C	CONDUIT
CAB	CRUSHED AGGREGATE BASE
CB	CATCH BASIN
CF	CURB FACE
℄	CENTERLINE
COMM	COMMUNICATION
C&G	CURB AND GUTTER
C-C	CENTER TO CENTER
DLC	DETECTOR LEAD-IN CABLE
DR	DRIVE
DWY	DRIVEWAY
EA/EA.	EACH
ECR	END CURB RETURN
E/O	EAST OF
EG	EDGE OF GUTTER
E/ELEC	ELECTRICAL
EMH	ELECTRICAL MANHOLE
EX/EX.	EXISTING
FH	FIRE HYDRANT
FMH	FIBER MANHOLE
FS	FINISHED SURFACE
G	GAS
IISNS	INTERNALLY ILLUMINATED STREET NAME SIGN
L.E.D.	LIGHT EMITTING DIOD
LF/L.F.	LINEAR/ LINEAL FEET
LS/L.S.	LUMP SUM
LT	LEFT
M.A.	MAST ARM
MH/M.H.	MANHOLE
NAVD	NORTH AMERICAN VERTICAL DATUM
NTS	NOT TO SCALE
NW	NORTHWEST
PP	POWER POLE
PCC	PORTLAND CEMENT CONCRETE
PL	PLACE
PPB	PEDESTRIAN PUSH BUTTON
	PROPERTY LINE
PROP	PROPOSED
PUD	PUBLIC UTILITIES DEPARTMENT
RSP	REVISED STANDARD PLAN
RT	RIGHT
RR	RAILROAD
R/W/ R/W	RIGHT-OF-WAY
SCO	SEWER CLEANOUT
S	SEWER
SD	STORM DRAIN
SDMD	STORM DRAIN MANHOLE
SF	SQUARE FEET
S'LY	SOUTHERLY
SPPWC	STANDARD PLANS FOR PUBLIC WORKS CONSTRUCTION
SMH	SEWER MANHOLE
S/O	SOUTH OF
SS	STREET SIGN
ST	STREET
STA	STATION
STD/STD.	STANDARD
TEL	TELEPHONE
TMH	TELEPHONE MANHOLE
TSB	TRAFFIC SIGNAL BOX
TSP	TRAFFIC SIGNAL POLE
VAR	VARIES
VLT	VAULT
W/WTR	WATER
WM	WATER METER
WV	WATER VALVE

UTILITY COMPANY CONTACTS

SERVICES	CONTACT PERSON/COMPANY	TELEPHONE NO.
SCE	MANUEL MIGUELES 505 MAPLE AVE TORRANCE, CA 90503	(310) 720-6086
SO CAL GAS	AARON CUN 700 N LONG BEACH BLVD COMPTON, CA 90221	(213) 231-3270
GOLDEN STATE WATER	MICHAEL CARBAJAL 630 E FOOTHILL BLVD SAN DIMAS, CA 91773	(909) 394-2272
AT & T	CATHY HURTADO 600 E GREEN ST, RM 300 PASADENA, CA 91101	(510) 645-2929
LA WATER AND POWER	UNDERGROUND SUBSTRUCTURE DESIGN 111 N HOPE STREET, #813 LOS ANGELES, CA 90012	(213) 367-2659
LA SANITATION	ENGINEERING COUNTER LOS ANGELES SANITATION DISTRICT P.O. BOX 4998, WHITTIER, CA 90607-4998	(562) 908-4288
TPx COMMUNICATION	MARK DENNING 2698 WHITE RD IRVINE CA, 92614	(949) 864-0296
VERIZON	ASG INVESTIGATIONS TEAM 3301 MATRIX DR, STE 100 RICHARDSON, TX 75082	(732) 335-5588
CALIFORNIA WATER SERVICE	FRANK SCOTTY 2632 W. 237TH ST TORRANCE, CA 90505	(310) 257-1400
CITY OF LA	CITY REPRESENTATIVE 1149 S BROADWAY #200 LOS ANGELES, CA 90015	(213) 847-1498
CENTURY LINK	AREA REPRESENTATIVE 1025 ELDORADO BOULEVARD BROOMFIELD, CO 80021	(877) 366-8344
ZAYO GROUP	GEORGE HUSS 1060 HARDEES DRIVE ABERDEEN, MD 21001	(443) 403-2023
CROWN CASTLE	FIBER DIG TEAM 1500 CORPORATE DR CANONSBURG, PA 15317	(888) 632-0931
CITY OF TORRANCE WATER DEPARTMENT	ALAN BERNDT 20500 MADRONA AVE TORRANCE, CA 90630	(310) 618-2916
WEST BASIN MUNICIPAL WATER DISTRICT	FRANK FUCHS 17140 S AVALON BL, #210 CARSON, CA 90746	(310) 217-2411



VICINITY MAP
NTS

LEGEND

- PUBLIC RIGHT OF WAY
- CITY BOUNDARY
- COLDMILL PAVEMENT PER CONSTRUCTION NOTE 17
- FULL-DEPTH PAVEMENT RECONSTRUCTION
- RECONSTRUCT CURB & GUTTER
- RECONSTRUCT SIDEWALK
- RECONSTRUCT DRIVEWAY

DIGALERT
DIAL TOLL FREE
1-800-422-4133
AT LEAST TWO DAYS BEFORE YOU DIG
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

CALTRANS PERMIT PLANS
January 25, 2024
ATTACHED TO
PERMIT NO. **07-24-N-MC-0069**

DRAWING TITLE:

SHEET #	DESCRIPTION
1 OF 47	TITLE SHEET
2 OF 47	TYPICAL SECTIONS AND DETAILS SHEET
3 TO 6 OF 47	STREET IMPROVEMENT PLAN
7 TO 11 OF 47	TRAFFIC SIGNAL MODIFICATION PLAN
12 TO 14 OF 47	SIGNING AND STRIPING PLAN
15 TO 47 OF 47	LANDSCAPE IMPROVEMENT PLAN

PLANS PREPARED BY:
Cannon
UNDER THE SUPERVISION OF:
GARY SOLSONA RCE 68420 1/25/2024 DATE

REGISTERED PROFESSIONAL ENGINEER GARY SOLSONA NO. C68420 EXP. 09-30-25 CIVIL STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION
TITLE SHEET
PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	AA/MC	1/25/2024
DRAWN BY	NP/KD	1/25/2024
CHECKED BY	GS	1/25/2024

APPROVED BY: DATE:
PUBLIC WORKS DIRECTOR / CITY ENGINEER
SHT. 1 OF 47 DWG. NO. 8-1059

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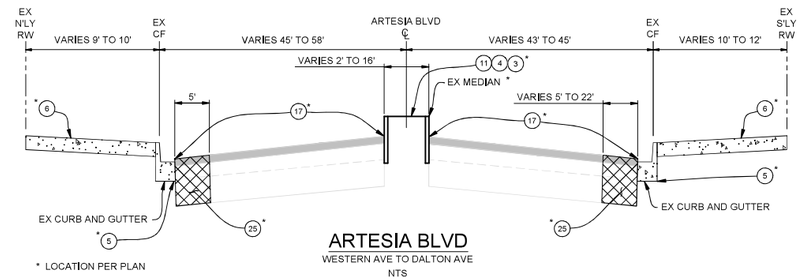
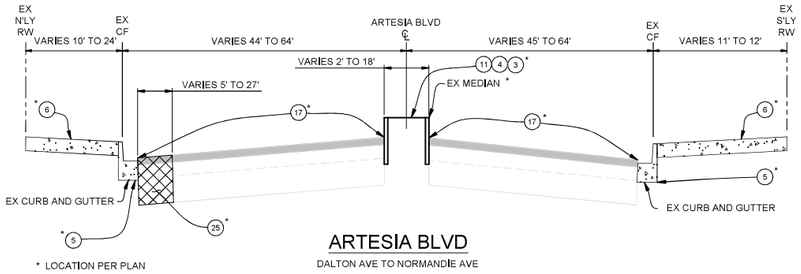


ARTESIA BLVD

WESTERN AVE TO DALTON AVE

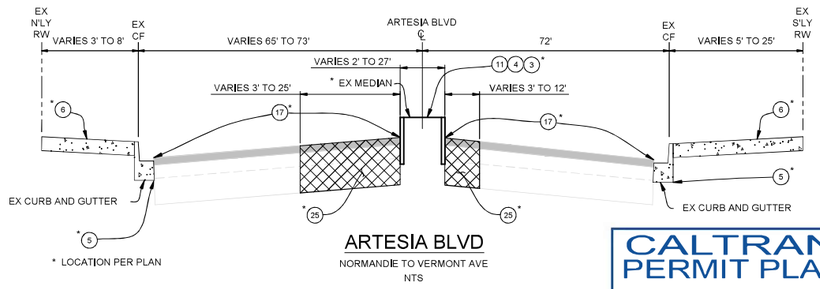
NTS



ARTESIA BLVD

DALTON AVE TO NORMANDIE AVE

NTS



ARTESIA BLVD

NORMANDIE TO VERMONT AVE

NTS

TYPICAL SECTION DETAIL

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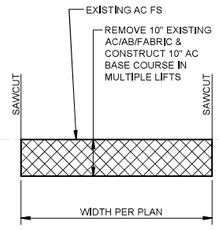
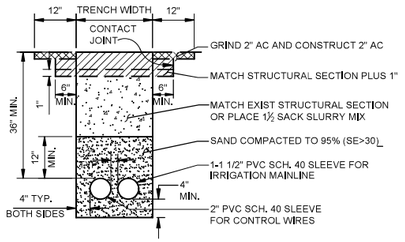


NOTES

1. SAWCUT EXISTING AC PAVEMENT MINIMUM 1-1/2" DEEP.
2. EXCAVATE AND REMOVE EXISTING AC PAVEMENT AND BASE MATERIAL TO 10" BELOW EXISTING GRADE. COMPACT TOP 1 FT OF SUBGRADE TO MINIMUM 95% RELATIVE COMPACTION.
3. CONSTRUCT 10" AC BASE COURSE AT MINIMUM 95% RELATIVE COMPACTION.

DIGOUT REPAIR AREA DETAIL 25

NTS



NOTES

TRENCH RESURFACING IN ASPHALT CONCRETE PAVEMENT SHALL BE PER STANDARD SPECIFICATIONS SECTION 306-1.5, EXCEPT THAT:

(A) ASPHALT CONCRETE SHALL BE PLACED IN LIFTS NOT TO EXCEED 4" THICK.
(B) APPLY TACK COAT TO SEAL THE CONTACT JOINT AND ADJACENT MILLED SURFACES TO BE OVERLAID.

TRENCH RESURFACING DETAIL 20

NTS

DIGALERT

DIAL TOLL FREE
1-800-422-4133
AT LEAST TWO DAYS BEFORE YOU DIG

UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

CALTRANS PERMIT PLANS
January 25, 2024
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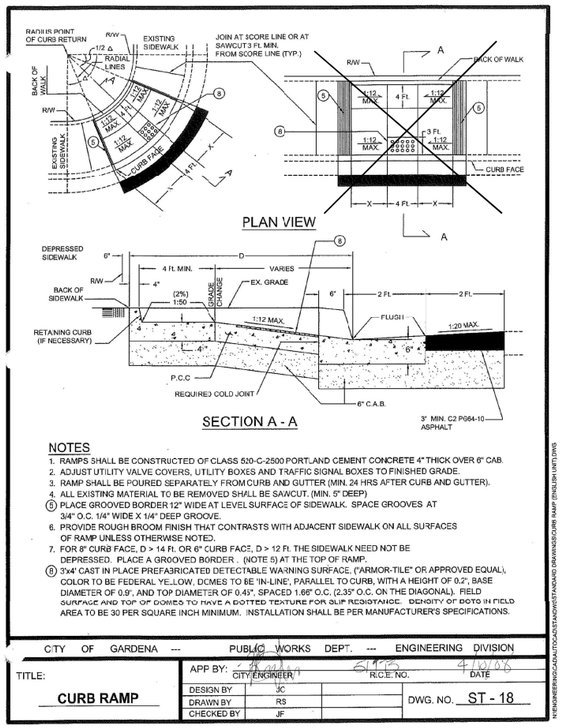


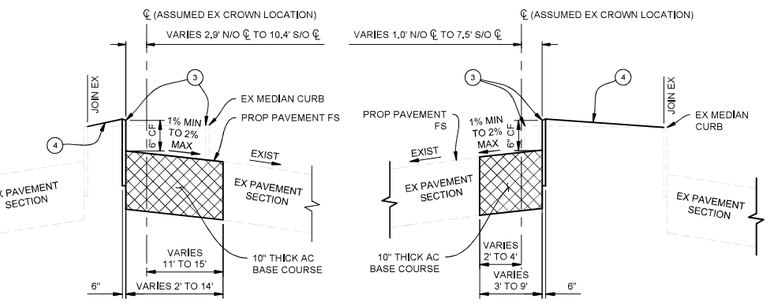
NOTES

1. RAMPS SHALL BE CONSTRUCTED OF CLASS 520-C-2500 PORTLAND CEMENT CONCRETE 4" THICK OVER 6" CAB.
2. ADJUST UTILITY VALVE COVERS, UTILITY BOXES AND TRAFFIC SIGNAL BOXES TO FINISHED GRADE.
3. RAMP SHALL BE POURED SEPARATELY FROM CURB AND GUTTER (MIN. 24 HRS AFTER CURB AND GUTTER).
4. ALL EXISTING MATERIAL TO BE REMOVED SHALL BE SAWCUT. (MIN. 5" DEEP)
5. PLACE GROOVED BORDER 12" WIDE AT LEVEL SURFACE OF SIDEWALK. SPACE GROOVES AT 3/4" O.C. 1/4" WIDE X 1/4" DEEP GROOVE.
6. PROVIDE ROUGH BROOM FINISH THAT CONTRASTS WITH ADJACENT SIDEWALK ON ALL SURFACES OF RAMP UNLESS OTHERWISE NOTED.
7. FOR 8" CURB FACE, D > 14 FT. OR 6" CURB FACE, D > 12 FT. THE SIDEWALK NEED NOT BE DEPRESSED. PLACE A GROOVED BORDER . (NOTE 5) AT THE TOP OF RAMP.
8. 3'x4' CAST IN PLACE PREFABRICATED DETECTABLE WARNING SURFACE, ("ARMOR-TILE" OR APPROVED EQUAL), COLOR TO BE FEDERAL YELLOW, DOMES TO BE "IN-LINE", PARALLEL TO CURB, WITH A HEIGHT OF 0.2", BASE DIAMETER OF 0.9", AND TOP DIAMETER OF 0.45", SPACED 1.66" O.C. (2.35" O.C. ON THE DIAGONAL). FIELD SURFACE AND TOP OF DOMES TO HAVE A BOTTED TEXTURE FOR SLIP RESISTANCE. DENSITY OF DOTS IN FIELD AREA TO BE 30 PER SQUARE INCH MINIMUM. INSTALLATION SHALL BE PER MANUFACTURER'S SPECIFICATIONS.

CITY OF GARDENA --- PUBLIC WORKS DEPT. --- ENGINEERING DIVISION			
TITLE: CURB RAMP	APP BY: CITY ENGINEER	R.C.E. NO.	DATE
	DESIGN BY	JC	DWG. NO. ST - 18
	DRAWN BY	RS	
	CHECKED BY	JF	

MODIFIED CITY OF GARDENA STD ST-18 8

NTS



ARTESIA BLVD

STA 61+14 TO STA 62+04
STA 94+38 TO STA 96+41

ARTESIA BLVD

STA 83+78 TO STA 85+63

PROPOSED PAVEMENT RECONSTRUCTION AT LEFT TURN POCKET 32

NTS

STREET IMPROVEMENT NOTES

1. REMOVE, SALVAGE, AND REINSTALL SIGN AND POST IN SAME LOCATION
2. REMOVE AND DISPOSE EXISTING ASPHALT PAVEMENT. FOR INSTALLATION OF NEW TRAFFIC SIGNAL CONDUIT PER TRAFFIC SIGNAL MODIFICATION PLANS. FURNISH AND RECONSTRUCT FULL DEPTH ASPHALT PAVEMENT PER CITY STD ST-20
3. REMOVE AND DISPOSE OF EXISTING PORTION OF MEDIAN. FURNISH AND RECONSTRUCT MEDIAN CURB PER CITY STD-7, DETAIL C-4, LENGTH PER PLAN
4. RECONSTRUCT AFFECTED PORTION OF LANDSCAPE/HARDSCAPE/IRRIGATION WITHIN MEDIAN PER LANDSCAPE PLANS
5. REMOVE AND DISPOSE OF EXISTING CURB AND/OR GUTTER. FURNISH AND RECONSTRUCT PCC CURB AND/OR GUTTER OVER 6" CAB PER CITY OF GARDENA STD. ST-7, DETAIL C-1
6. REMOVE AND DISPOSE OF EXISTING SIDEWALK/ PAVEMENT. FURNISH AND RECONSTRUCT 4" PCC OVER EXISTING RECOMPACTED SUBGRADE AND/OR NEW SIDEWALK PER CITY STD. ST-5B
7. REMOVE AND DISPOSE OF EXISTING CONCRETE DRIVEWAY. FURNISH AND RECONSTRUCT CONCRETE DRIVEWAY PER CITY STD ST-1-A
8. REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT ACCESS RAMP PER MODIFIED CITY STD. ST-18, DETAIL 8, SEE SHEET 2
9. REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT ACCESS RAMP PER SPPWC STD 111-5, CASE D TYPE 2
10. REMOVE AND DISPOSE OF EXISTING CROSS GUTTER PANEL. FURNISH AND RECONSTRUCT CROSS GUTTER PANEL PER CITY STD ST-3
11. SEE LANDSCAPE DEMOLITION PLANS FOR REMOVAL OF EXISTING HARDSCAPE. PROTECT IN PLACE EXISTING MEDIAN CURB.
12. INSTALL 2" SCHEDULE 80 ELECTRICAL CONDUIT
13. REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT CURB RAMP PER MODIFIED SPPWC STD 111-5, CASE B, TYPE 2, MODIFICATION: BACK OF WALK PER PLAN
14. PROTECT IN PLACE
15. ADJUST MANHOLE FRAME AND COVER TO GRADE PER CITY STD ST-9 (BY OTHERS)
16. ADJUST UTILITY VALVE TO GRADE (BY OTHERS)
17. COLDMILL PAVEMENT, 2" THICK, FULL DEPTH. REPAIR ALL HOLES, SPALLS, JOINTS AND CRACK SEAL PER TECHNICAL PROVISIONS. FURNISH AND CONSTRUCT 2" THICK ARHM PG 64-16
18. NOT USED
19. REMOVE INTERFERING PORTIONS OF EXISTING SIDEWALK AND INSTALL 11"X17" PULLBOX (BROOKS NO. 36-PB SERIES WITH BOLT DOWN CONCRETE COVER, OR APPROVED EQUAL)
20. TRENCH AND INSTALL 2" PVC SCHEDULE 40 CONDUIT SLEEVE (FOR IRRIGATION) AND 1-1/2" PVC SCHEDULE 40 CONDUIT SLEEVE (FOR CONTROLLER WIRING). BACKFILL AND RESURFACE PAVEMENT PER TRENCH RESURFACING DETAIL 20 ON SHEET 2
21. FURNISH AND INSTALL 1-1/2" WATER METER WITH 2" SERVICE LINE PER GOLDEN STATE WATER COMPANY STD. DWG. NO. P-27 (400 SERIES HERSEY POSITIVE DISPLACEMENT WITH RAPID READ REGISTRATION) AND 1-1/2" REDUCED PRESSURE PRINCIPLE BACKFLOW PREVENTION ASSEMBLY PER DETAIL B ON IRRIGATION DETAILS SHEET 34
22. INSTALL 20AMP CIRCUIT BREAKER IN EXISTING SERVICE CABINET
23. INSTALL 2#12, 1#12 GND CONDUCTORS FOR LANDSCAPING CONTROL IN TRAFFIC SIGNAL CONDUIT
24. INSTALL 2"C-2#12, 1#12 GND CONDUCTORS FOR LANDSCAPING CONTROL
25. SAWCUT AND REMOVE 10" THICK EXISTING AC/AB PAVEMENT AND CONSTRUCT 10" THICK AC BASE COURSE OVER COMPACTED NATIVE (95% RELATIVE COMPACTION) PER DETAIL 25 ON SHEET 2
26. INSTALL LOOP DETECTOR PER CALTRANS STD ES-5A AND ES-5B. FOR THE (4) LEFT TURN LOOPS, USE (1) TYPE F LIMIT LINE LOOP AND (3) TYPE E LOOPS AS PER CURRENT CALTRANS STANDARD PLANS. FOR THE (4) ADVANCE LOOPS, USE (4) TYPE E LOOPS PER CURRENT CALTRANS STANDARD PLANS.
27. ADJUST MANHOLE FRAME AND COVER TO GRADE PER CITY STD ST-9
28. ADJUST WATER VALVE TO GRADE
29. RELOCATE EXISTING TRAFFIC SIGNAL PULL BOX. SEE SHEET 11 FOR LOCATION OF NEW TRAFFIC SIGNAL PULL BOX
30. REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT ACCESS RAMP PER CALTRANS STD A88A, CASE B
31. CONSTRUCT PCC MEDIAN CURB TAPER PER SPPWC STD 140-3, OFFSET "W" AND TAPER LENGTH "L" PER PLAN
32. REMOVE EXISTING AC/AB PAVEMENT AND NATIVE MATERIAL AND CONSTRUCT 10" THICK AC BASE COURSE OVER COMPACTED NATIVE (95% RELATIVE COMPACTION) PER DETAIL 32 ON SHEET 2
33. INSTALL DETECTABLE WARNING SURFACE ON EXISTING SIDEWALK (3' LONG AND FULL WIDTH OF SIDEWALK). COLOR AND TYPE OF DETECTABLE WARNING SURFACE SHALL COMPLY WITH CITY STD ST-18, NOTE 8

TRAFFIC SIGNAL NOTES:

1. FURNISH AND INSTALL NEW BATTERY BACKUP SYSTEM COMPLETE IN NEW EXTERNAL BACKPACK CABINET.
2. REMOVE EXISTING 332 CABINET WITH CARE. RETURN CABINET AND ALL CONTENTS TO CITY TRAFFIC SIGNAL DIVISION. REMOVE AND DISPOSE OF CABINET FOUNDATION COMPLETE. FURNISH AND INSTALL NEW TYPE 332 CABINET ON NEW FOUNDATION WITH NEW MODEL 2070 ATC CONTROLLER. CONTRACTOR SHALL FURNISH AND INSTALL ALL EQUIPMENT AND COMPLETE ALL CONNECTIONS FOR A FULLY FUNCTIONAL TRAFFIC SIGNAL.
3. REMOVE EXISTING TRAFFIC SIGNAL CABINET AND TEMPORARILY INSTALL TO MAINTAIN SIGNAL OPERATION. REMOVE EXISTING FOUNDATION AND INSTALL NEW FOUNDATION WITH NOTED CONDUIT SIZES. REINSTALL EXISTING TRAFFIC SIGNAL CABINET.
4. FURNISH AND INSTALL NEW OPTICOM EMERGENCY VEHICLE PREEMPTION SENSOR ON TRAFFIC SIGNAL EQUIPMENT PER MANUFACTURER'S REQUIREMENTS.
5. FURNISH AND INSTALL NEW TYPE E LOOPS PER CITY OF GARDENA STANDARD DETAIL ST-24.

CB INSTALL CONDUIT INTO EXISTING PULL BOX.
BC INSTALL PULL BOX IN EXISTING CONDUIT RUN.
RS REMOVE AND SALVAGE EQUIPMENT.
RC EQUIPMENT OR MATERIAL TO BE REMOVED AND BECOME THE PROPERTY OF THE CONTRACTOR.
RL RELOCATE EQUIPMENT.
CC CONNECT NEW AND EXISTING CONDUIT. REMOVE EXISTING CONDUCTORS AND INSTALL CONDUCTORS AS INDICATED.

STRIPING NOTES:

1. FURNISH AND INSTALL 8" WHITE BARRIER LINE AS SHOWN PER CALTRANS STD. NO. A20D, DETAIL 38.
2. FURNISH AND INSTALL PAVEMENT MARKING AS SHOWN PER CALTRANS STD. PLANS A24A-A24F.
3. FURNISH AND INSTALL 4"X7' WHITE LANE LINE @ 17' GAP, 50' PAINT ON INTERSECTION APPROACH AND DEPARTURE PER CALTRANS STD. NO. A20A, DETAIL 9.
4. FURNISH AND INSTALL 12" WHITE LIMIT LINE/CROSSWALK LINE PER CALTRANS STD. NO. A24E.
5. FURNISH AND INSTALL 4" DOUBLE-YELLOW LINE AS SHOWN PER CALTRANS STD. NO. A20A, DETAIL 21.
6. FURNISH AND INSTALL 8" WHITE LINE & TYPE C RED-CLEAR RETROREFLECTIVE MARKER PER STD. NO. A20F DETAIL 42.
7. FURNISH AND INSTALL GRADE CROSSING PAVEMENT MARKING PER CA MUTCD SECTION 8B.27.
8. FURNISH AND INSTALL 6" WHITE LINE PER STD. NO. A20D DETAIL 40.
9. REMOVE CONFLICTING STRIPING AND/OR PAVEMENT MARKING.
10. FURNISH AND INSTALL 12" WHITE CHEVRON LINE @ C-C DISTANCE AS SHOWN.

PLANS PREPARED BY:
Cannon
UNDER THE SUPERVISION OF:
GARY SOLSONA RCE 68420 1/25/2024 DATE

REGISTERED PROFESSIONAL ENGINEER GARY ESSEX A. SOLSONA NO. C68420 EXP. 09-30-25 CIVIL STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

TYPICAL SECTIONS AND DETAILS SHEET

PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.			APPROVED BY:
DESIGNED BY	AA/MC	1/25/2024	DATE:
DRAWN BY	NP/KD	1/25/2024	PUBLIC WORKS DIRECTOR / CITY ENGINEER
CHECKED BY	GS	1/25/2024	SHT. 2 OF 47 — DWG. NO. 8-1059

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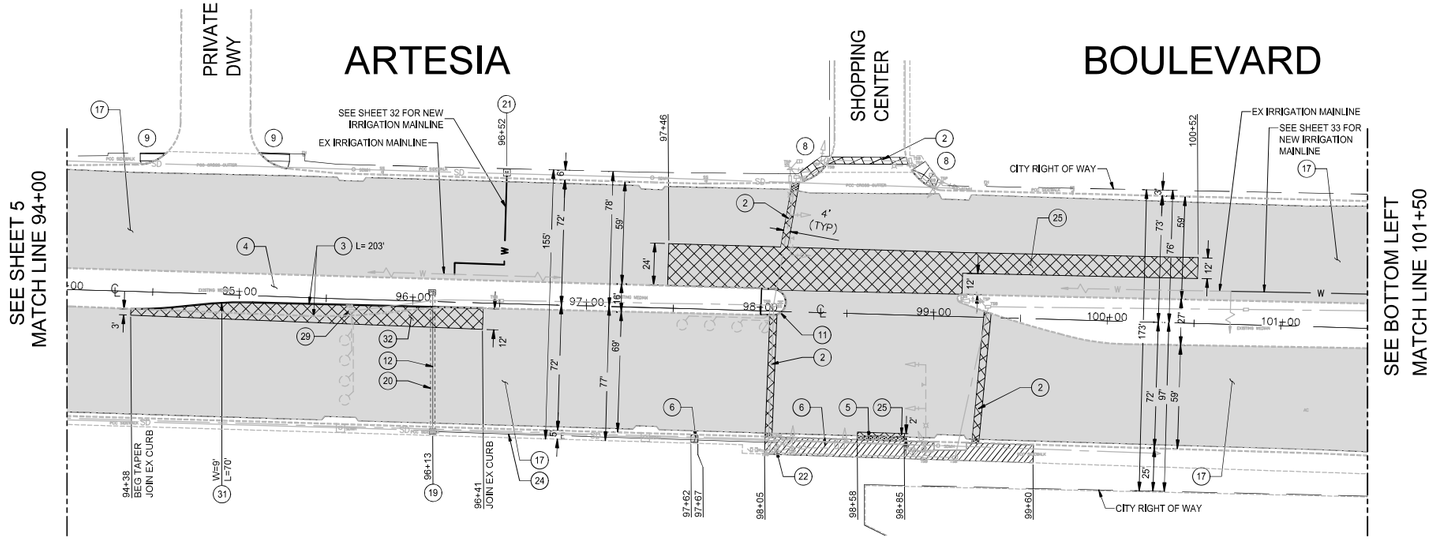

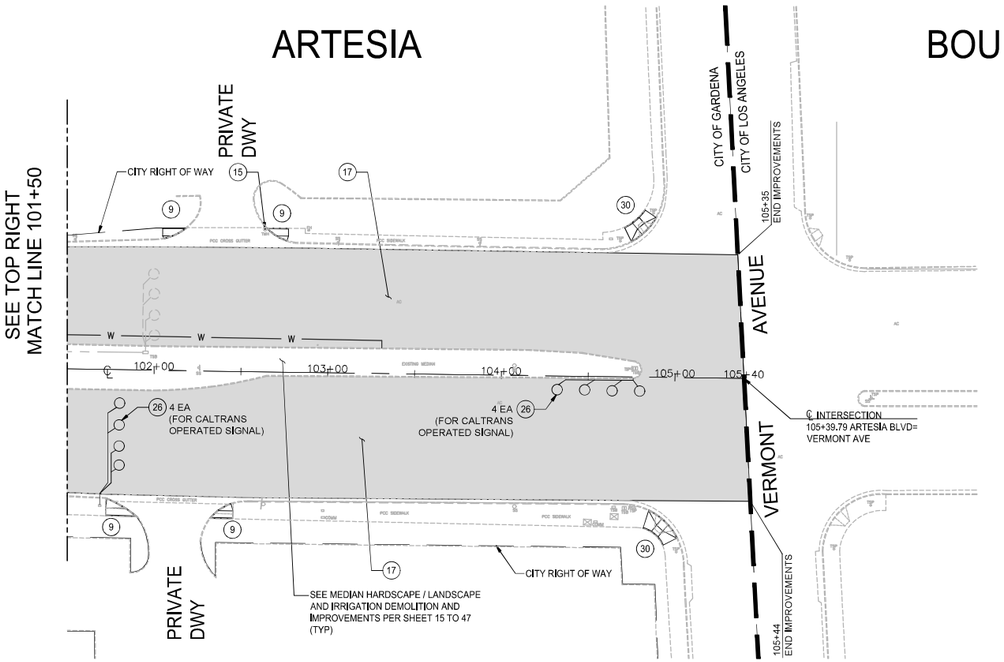

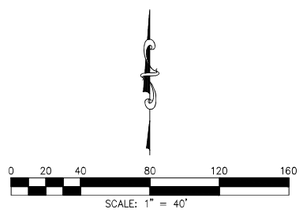

GENERAL NOTES:

1. ALL CROSSWALKS, ARROWS, STOPBARS, AND LEGENDS SHALL BE THERMOPLASTIC MATERIAL.
2. RAISED PAVEMENT MARKERS SHALL BE CEMENTED TO THE PAVEMENT WITH HOT MELT BITUMINOUS ADHESIVE.
3. FURNISH AND INSTALL TEMPORARY MARKERS IMMEDIATELY AFTER PAVING, SPACED AT 25 ft MAXIMUM.
4. REMOVE ALL EXISTING PAVEMENT MARKINGS BY WET SANDBLASTING (CROSS WALKS, STOP LEGENDS, ETC.). EXISTING PAVEMENT MARKINGS AND STRIPINGS TO BE REMOVED ARE NOT SHOWN ON THE PLAN. FIELD VERIFY LOCATIONS.
5. REMOVE AND DISPOSE OF ALL EXISTING RAISED PAVEMENT MARKERS WITHIN THE PROJECT LIMITS. PAYMENT SHALL BE INCLUDED IN BID ITEM PRICE FOR FURNISH AND INSTALL PAVEMENT MARKERS.
6. ADJUST UTILITY VALVE COVERS, UTILITY BOXES, TRAFFIC SIGNAL BOXES, ETC. TO FINISH GRADE. PAYMENT SHALL BE INCLUDED IN ADJACENT CONSTRUCTION.
7. ALL SURVEY CENTERLINE TIES AND MONUMENTS THAT ARE DAMAGED OR REMOVED SHALL BE RE-ESTABLISHED. THE SURVEYOR SHALL ALSO ESTABLISH CENTER LINE MONUMENTS AND TIES AT ALL STREET INTERSECTIONS WITHIN THE PROJECT LIMITS WHERE NONE EXISTED PRIOR TO CONSTRUCTION. SEE TECHNICAL PROVISIONS.
8. PROVIDE TRAFFIC CONTROL PER TECHNICAL PROVISIONS.
9. ALL STREETS ARE DRAWN WITH BREAK LINES FOR DRAWING PURPOSES. BIDS SHALL BE BASED ON STATIONING AND FIELD VERIFICATION.
10. 24 HOUR NOTICE FOR ALL INSPECTIONS REQUIRED.
11. CATCH BASINS NOT DRAWN FOR CLARITY.
12. CONTRACTORS SHALL REMOVE AND DISPOSE OF ALL TRASH AND BROKEN BRANCHES BEFORE AND AFTER PAVING.
13. PRIOR TO CUTTING OF ANY ROOTS, CALL PARKS DIVISION AT (310)217-9564 FOR APPROVAL.
14. PRORECT ALL STORM DRAINS, CATCH BASINS, ETC. WITH SAND BAGS, FABRIC AND OTHER APPROPRIATE BEST MANAGEMENT PRACTICES.
15. STREET CENTERLINE AS SHOWN ON PLAN IS APPROXIMATE.

STREET IMPROVEMENT NOTES

(2) REMOVE AND DISPOSE EXISTING ASPHALT PAVEMENT. FOR INSTALLATION OF NEW TRAFFIC SIGNAL CONDUIT PER TRAFFIC SIGNAL MODIFICATION PLANS. FURNISH AND RECONSTRUCT FULL DEPTH ASPHALT PAVEMENT PER CITY STD ST-20

(3) REMOVE AND DISPOSE OF EXISTING PORTION OF MEDIAN. FURNISH AND RECONSTRUCT MEDIAN CURB PER CITY STD-7, DETAIL C-4, LENGTH PER PLAN

(4) RECONSTRUCT AFFECTED PORTION OF LANDSCAPE/HARDSCAPE/IRRIGATION WITHIN MEDIAN PER LANDSCAPE PLANS

(5) REMOVE AND DISPOSE OF EXISTING CURB AND/OR GUTTER. FURNISH AND RECONSTRUCT PCC CURB AND/OR GUTTER OVER 6" CAB PER CITY OF GARDENA STD. ST-7, DETAIL C-1

(6) REMOVE AND DISPOSE OF EXISTING SIDEWALK/ PAVEMENT. FURNISH AND RECONSTRUCT 4" PCC OVER EXISTING RECOMPACTED SUBGRADE AND/OR NEW SIDEWALK PER CITY STD. ST-5B

(8) REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT ACCESS RAMP PER MODIFIED CITY STD. ST-18, DETAIL 8. SEE SHEET 2

(9) REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT ACCESS RAMP PER SPPWC STD 111-5, CASE D TYPE 2

(11) SEE LANDSCAPE DEMOLITION PLANS FOR REMOVAL OF EXISTING HARDSCAPE. PROTECT IN PLACE EXISTING MEDIAN CURB.

(12) INSTALL 2" SCHEDULE 80 ELECTRICAL CONDUIT

(15) ADJUST MANHOLE FRAME AND COVER TO GRADE PER CITY STD ST-9 (BY OTHERS)

(17) COLDMILL PAVEMENT, 2" THICK, FULL DEPTH. REPAIR ALL HOLES, SPALLS, JOINTS AND CRACK SEAL PER TECHNICAL PROVISIONS. FURNISH AND CONSTRUCT 2" THICK ARHM PG 64-16

(19) REMOVE INTERFERING PORTIONS OF EXISTING SIDEWALK AND INSTALL 11"X17" PULLBOX (BROOKS NO. 36-PB SERIES WITH BOLT DOWN CONCRETE COVER, OR APPROVED EQUAL)

(20) TRENCH AND INSTALL 2" PVC SCHEDULE 40 CONDUIT SLEEVE (FOR IRRIGATION) AND 1-1/2" PVC SCHEDULE 40 CONDUIT SLEEVE (FOR CONTROLLER WIRING). BACKFILL AND RESURFACE PAVEMENT PER TRENCH RESURFACING DETAIL 20 ON SHEET 2

(21) FURNISH AND INSTALL 1-1/2" WATER METER WITH 2" SERVICE LINE PER GOLDEN STATE WATER COMPANY STD. DWG. NO. P-27 (400 SERIES HERSEY POSITIVE DISPLACEMENT WITH RAPID READ REGISTRATION) AND 1-1/2" REDUCED PRESSURE PRINCIPLE BACKFLOW PREVENTION ASSEMBLY PER DETAIL B ON IRRIGATION DETAILS SHEET 34

(22) INSTALL 20AMP CIRCUIT BREAKER IN EXISTING SERVICE CABINET

(24) INSTALL 2"C-2#12, 1#12 GND CONDUCTORS FOR LANDSCAPING CONTROL

(25) SAWCUT AND REMOVE 10" THICK EXISTING AC/AB PAVEMENT AND CONSTRUCT 10" THICK AC BASE COURSE OVER COMPACTED NATIVE (95% RELATIVE COMPACTION) PER DETAIL 25 ON SHEET 2

(26) INSTALL LOOP DETECTOR PER CALTRANS STD ES-5A AND ES-5B. FOR THE (4) LEFT TURN LOOPS, USE (1) TYPE F LIMIT LINE LOOP AND (3) TYPE E LOOPS AS PER CURRENT CALTRANS STANDARD PLANS. FOR THE (4) ADVANCE LOOPS, USE (4) TYPE E LOOPS PER CURRENT CALTRANS STANDARD PLANS.

(29) RELOCATE EXISTING TRAFFIC SIGNAL PULL BOX. SEE SHEET 11 FOR LOCATION OF NEW TRAFFIC SIGNAL PULL BOX

(30) REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT ACCESS RAMP PER CALTRANS STD A88A, CASE B

(31) CONSTRUCT PCC MEDIAN CURB TAPER PER SPPWC STD 140-3, OFFSET "W" AND TAPER LENGTH "L" PER PLAN

(32) REMOVE EXISTING AC/AB PAVEMENT AND NATIVE MATERIAL AND CONSTRUCT 10" THICK AC BASE COURSE OVER COMPACTED NATIVE (95% RELATIVE COMPACTION) PER DETAIL 32 ON SHEET 2

LEGEND

- PUBLIC RIGHT OF WAY
- CITY BOUNDARY
- COLDMILL PAVEMENT PER CONSTRUCTION NOTE 17
- FULL-DEPTH PAVEMENT RECONSTRUCTION
- RECONSTRUCT CURB & GUTTER
- RECONSTRUCT SIDEWALK
- RECONSTRUCT DRIVEWAY

DIGALERT
DIAL TOLL FREE 1-800-422-4133
AT LEAST TWO DAYS BEFORE YOU DIG
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

CALTRANS PERMIT PLANS
January 25, 2024
ATTACHED TO
PERMIT NO. **07-24-N-MC-0069**

PLANS PREPARED BY:
Cannon
UNDER THE SUPERVISION OF:
GARY SOLSONA RCE 68420 1/25/2024 DATE

REGISTERED PROFESSIONAL ENGINEER GARY EDSEL A. SOLSONA NO. C68420 EXP. 09-30-25 CIVIL STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION
STREET IMPROVEMENT PLAN
PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	AA/MC	1/25/2024
DRAWN BY	NP/KD	1/25/2024
CHECKED BY	GS	1/25/2024

APPROVED BY: _____ DATE:
PUBLIC WORKS DIRECTOR / CITY ENGINEER
SHT. 6 OF 47 DWG. NO. 8-1059

ENCROACHMENT PERMIT GENERAL PROVISIONS

TR-0045 (REV. 12/2022)

1. **AUTHORITY:** The California Department of Transportation ("Department") has authority to issue encroachment permits under Division 1, Chapter 3, Article 1, Sections 660 through 734 of the Streets and Highways Code.
2. **REVOCATION:** Encroachment permits are revocable on five (5) business days' notice unless otherwise stated on the permit or otherwise provided by law, and except as provided by law for public corporations, franchise holders, and utilities. Notwithstanding the foregoing, in an emergency situation as determined by the Department, an encroachment permit may be revoked immediately. These General Provisions and any applicable Special Provisions are subject to modification or abrogation by the Department at any time. Permittees' joint use agreements, franchise rights, reserved rights or any other agreements for operating purposes in State of California ("State") highway right-of-way may be exceptions to this revocation.
3. **DENIAL FOR NONPAYMENT OF FEES:** Failure to pay encroachment permit fees when due may result in rejection of future applications, denial of encroachment permits, and revocation of the encroachment permit if already issued.
4. **PERMITTEE AUTHORIZATION FOR OTHERS TO PERFORM WORK:** This encroachment permit allows only the Permittee and/or Permittee's authorized contractor or agent to work within or encroach upon the State highway right-of-way, and the Permittee may not assign or transfer this encroachment permit. Any attempt to assign or transfer this encroachment permit shall be null and void. Permittee shall provide to the Department a list of Permittee's authorized contractors/agents, in the form and at the time specified by the Department but if no time is specified then no later than the pre-construction meeting. Permittee shall keep the list current and shall provide updates to the Department immediately upon any change to the list of authorized contractors/agents, including but not limited the addition, removal, or substitution of an authorized contractor/agent, or a new address or contact information for an existing authorized contractor/agent. Permittee is responsible for the acts and/or omissions of any person or entity acting on behalf of the Permittee, even if such person or entity is not included on Permittee's list of authorized contractors and/or agents.
5. **ACCEPTANCE OF PROVISIONS:** Permittee, and the Permittee's authorized contractors and/or agents, understand and agree to accept and comply with these General Provisions, the Special Provisions, any and all terms and/or conditions contained in or incorporated into the encroachment permit, and all attachments to the encroachment permit (collectively "the Permit Conditions"), for any encroachment, work, and/or activity to be performed under this encroachment permit and/or under color of authority of this encroachment permit. Permittee understands and agrees the Permit Conditions are applicable to and enforceable against Permittee as long as the encroachment remains in, under, or over any part of the State highway right-of-way. The Permittee's authorized contractors and/or agents, are also bound by the Permit Conditions. Non-compliance with the Permit Conditions by the Permittee's authorized contractor and/or agent will be deemed non-compliance by the Permittee.
6. **BEGINNING OF WORK:** When traffic is not impacted (see General Provision Number 35), the Permittee must notify the Department's representative two (2) business days before starting permitted work. Permittee must notify the Department's representative if the work is to be interrupted for a period of five (5) business days or more, unless otherwise agreed upon. All work must be performed on weekdays during regular work hours, excluding holidays, unless otherwise specified in this encroachment permit.
7. **STANDARDS OF CONSTRUCTION:** All work performed within State highway right-of-way must conform to all applicable Departmental construction standards including but not limited to: Standard Specifications, Standard Plans, Project Development Procedures Manual, Highway Design Manual and Special Provisions.

   Other than as expressly provided by these General Provisions, the Special Provisions, the Standard Specifications, Standard Plans, and other applicable Departmental standards, nothing in these General Provisions is intended to give any third party any legal or equitable right, remedy, or claim with respect to the encroachment permit and/or to these General Provisions or any provision herein. These General Provisions are for the sole and exclusive benefit of the Permittee and the Department.

   Where reference is made in such standards to "Contractor" and "Engineer," these are amended to be read as "Permittee" and "Department's representative," respectively, for purposes of this encroachment permit.
8. **PLAN CHANGES:** Deviations from plans, specifications, and/or the Permit Conditions as defined in General Provision Number 5 are not allowed without prior approval from the Department's representative and the Federal Highway Administration ("FHWA") representative if applicable.
9. **RIGHT OF ENTRY, INSPECTION AND APPROVAL:** All work is subject to monitoring and inspection. The United States, the State, the Department, and the Directors, officers, employees, agents, and/or contractors of the State and/or of the Department, and other state, and federal agencies, and the FHWA, through their agents or representatives, must have full access to highway

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facilities/encroachment area, at any and all times for the purpose of inspection, maintenance, activities needed for construction/reconstruction, and operation of the State highway right-of-way.

Upon completion of work, Permittee must request a final inspection for acceptance and approval by the Department. The local public agency Permittee must not give final construction approval to its contractor until final acceptance and approval by the Department is obtained.

10. **PERMIT AT WORKSITE:** Permittee and Permittee's authorized contractors/agents must keep the permit package and current list of authorized contractors/agents, or copies thereof, at the work site at all times and must show such documents upon request to any Department representative or law enforcement officer. If the permit package or current list of authorized contractors/agents, or copies thereof, are not kept and made available at the work site at all times, then all work must be suspended.
11. **CONFLICTING ENCROACHMENTS:** Permittee must yield start of work to ongoing, prior authorized work adjacent to or within the limits of the Permittee's project site. When existing encroachments conflict with Permittee's work, the Permittee must bear all cost for rearrangements (e.g., relocation, alteration, removal, etc.).
12. **PERMITS, APPROVALS, AND CONCURRENCES FROM OTHER AGENCIES AND/OR ENTITIES:** This encroachment permit is invalidated if the Permittee has not obtained all permits, approvals, and concurrences necessary and required by law, including but not limited to those from the California Public Utilities Commission ("CPUC"), California Occupational Safety and Health Administration ("Cal-OSHA"), local and state and federal environmental agencies, the California Coastal Commission, and any other public agency and/or entity having jurisdiction. Permittee is responsible for providing notice of the encroachment to, and obtaining concurrence from, any person or entity (whether public or private) affected by the scope of work described in the encroachment permit, regardless of whether such notice or concurrence is required by law; the Department is not responsible to provide such notice or obtain such concurrence. Permittee warrants all such permits, approvals, and concurrences have been obtained before beginning work under this encroachment permit. The Department may, at the Department's discretion, require the Permittee to demonstrate that Permittee has obtained all such permits, approvals, and concurrences, and Permittee shall demonstrate this at the time and in the manner specified by the Department.
13. **PEDESTRIAN AND BICYCLIST SAFETY:** A safe continuous passageway must be maintained through the work area at existing pedestrian or bicycle facilities. At no time must pedestrians be diverted onto a portion of the street used for vehicular traffic. At locations where safe alternate passageways cannot be provided, appropriate signs and barricades must be installed at the limits of construction and in advance of the limits of construction at the nearest crosswalk or intersection to detour pedestrians to facilities across the street. Attention is directed to Section 7-1.04 "Public Safety," and to Section 12-4.04 "Temporary Pedestrian Access Routes," and to Section 16-2.02 "Temporary Pedestrian Facility," of the Department's Standard Specifications, and to California Vehicle Code section 21760, subdivision (c).
14. **PUBLIC TRAFFIC CONTROL:** The Permittee must provide traffic control protection, warning signs, lights, safety devices, etc., and take all other measures necessary for the traveling public's safety as required by law and/or the Department. While providing traffic control, the needs of all road users, including but not limited to motorists, bicyclists and pedestrians, including persons with disabilities in accordance with the Americans with Disabilities Act, must be an essential part of the work activity.

    Lane, Bike Lane, Sidewalk, Crosswalk, and/or shoulder closures must comply with the Department's Standard Specifications and Standard Plans for Temporary Traffic Control Systems & Temporary Pedestrian Access Routes, and with the applicable Special Provisions. Where issues are not addressed in the Standard Specifications, Standard Plans, and/or Special Provisions, the California Manual on Uniform Traffic Control Devices (Part 6, Temporary Traffic Control) must be followed.
15. **MINIMUM INTERFERENCE WITH TRAFFIC:** Permittee must plan and conduct work so as to create the least possible inconvenience to the traveling public (motorized vehicles, unmotorized vehicles such as bicycles, pedestrians, person(s) with disabilities, etc.), such that traffic is not unreasonably delayed.
16. **STORAGE OF EQUIPMENT AND MATERIALS:** The storage of equipment or materials is not allowed within State highway right-of-way, unless specified within the Special Provisions of this encroachment permit. If encroachment permit Special Provisions allow for the storage of equipment or materials within the State highway right-of-way, the equipment and material storage must also comply with Section 7-1.04, Public Safety, of the Department's Standard Specifications.
17. **CARE OF DRAINAGE:** Permittee must provide alternate drainage for any work interfering with an existing drainage facility in compliance with the Department's Standard Specifications, Standard Plans, and/or as directed by the Department's representative.
18. **RESTORATION AND REPAIRS IN STATE HIGHWAY RIGHT-OF-WAY:** Permittee is responsible for restoration and repair of State highway right-of-way resulting from permitted work (Streets and Highways Code, section 670 et seq.).
19. **STATE HIGHWAY RIGHT-OF-WAY CLEAN UP:** Upon completion of work, Permittee must remove and dispose of all scraps, refuse, brush, timber, materials, etc. off the State highway right-of-way. The aesthetics of the highway must be as it was before work started or better.
20. **COST OF WORK:** Unless stated otherwise in the encroachment permit or a separate written agreement with the Department, the Permittee must bear all costs

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incurred for work within the State highway right-of-way and waives all claims for indemnification or contribution from the United States, the State, the Department, and from the Directors, officers, and employees of the State and/or the Department. Removal of Permittee's personal property and improvements shall be at no cost to the United States, the State, and the Department.

21. **ACTUAL COST BILLING:** When specified in the permit, the Department will bill the Permittee actual costs at the currently set Standard Hourly Rate for encroachment permits.
22. **AS-BUILT PLANS:** When required, Permittee must submit one (1) set of folded as-built plans within thirty (30) calendar days after completion and acceptance of work in compliance with requirements listed as follows:
    a) Upon completion of the work provided herein, the Permittee must submit a paper set of As-Built plans to the Department's representative.
    b) All changes in the work will be shown on the plans, as issued with the permit, including changes approved by Encroachment Permit Rider.
    c) The plans are to be prominently stamped or otherwise noted "AS-BUILT" by the Permittee's representative who was responsible for overseeing the work. Any original plan that was approved with a Department stamp, or by signature of the Department's representative, must be used for producing the As-Built plans.
    d) If construction plans include signing or striping, the dates of signing or striping removal, relocation, or installation must be shown on the As-Built plans when required as a condition of the encroachment permit. When the construction plans show signing and striping for staged construction on separate sheets, the sheet for each stage must show the removal, relocation, and installation dates of the appropriate staged striping and signing.
    e) As-Built plans must contain the Encroachment Permit Number, County, Route, and Post Mile on each sheet.
    f) The As-Built Plans must not include a disclaimer statement of any kind that differs from the obligations and protections provided by sections 6735 through 6735.6 of the California Business and Professions Code. Such statements constitute non-compliance with Encroachment Permit requirements and may result in the Department retaining Performance Bonds or deposits until proper plans are submitted. Failure to comply may also result in denial of future encroachment permits or a provision requiring a public agency to supply additional bonding.
23. **PERMITS FOR RECORD PURPOSES ONLY:** When work in the State highway right-of-way is within an area under a Joint Use Agreement (JUA) or a Consent to Common Use Agreement (CCUA), a fee exempt encroachment permit is issued to the Permittee for the purpose of providing a notice and record of work. The Permittee's prior rights must be preserved without the intention of creating new or different rights or obligations. "Notice and Record Purposes Only" must be stamped across the face of the encroachment permit.
24. **BONDING:** The Permittee must file bond(s), in advance, in the amount(s) set by the Department and using forms acceptable to the Department. The bonds must name the Department as obligee. Failure to maintain bond(s) in full force and effect will result in the Department stopping all work under this encroachment permit and possibly revoking other encroachment permit(s). Bonds are not required of public corporations or privately-owned utilities unless Permittee failed to comply with the provisions and/or conditions of a prior encroachment permit. The surety company is responsible for any latent defects as provided in California Code of Civil Procedure section 337.15. A local public agency Permittee also must comply with the following requirements:
    a) In recognition that project construction work done on State property will not be directly funded and paid by State, for the purpose of protecting stop notice claimants and the interests of State relative to successful project completion, the local public agency Permittee agrees to require the construction contractor to furnish both a payment and performance bond in the local public agency's name with both bonds complying with the requirements set forth in Section 3-1.05 Contract Bonds of the Department's Standard Specifications before performing any project construction work.
    b) The local public agency Permittee must defend, indemnify, and hold harmless the United States, the State and the Department, and the Directors, officers, and employees of the State and/or Department, from all project construction related claims by contractors, subcontractors, and suppliers, and from all stop notice and/or mechanic's lien claimants. The local public agency also agrees to remedy, in a timely manner and to the Department's satisfaction, any latent defects occurring as a result of the project construction work.
25. **FUTURE MOVING OF INSTALLATIONS:** Permittee understands and agrees to relocate a permitted installation upon notice by the Department. Unless under prior property right or agreement, the Permittee must comply with said notice at the Permittee's sole expense.
26. **ENVIRONMENTAL:**
    a) ARCHAEOLOGICAL/HISTORICAL: If any archaeological or historical resources are identified or encountered in the work vicinity, the Permittee must immediately stop work, notify the Department's representative, retain a qualified archaeologist who must evaluate the site at Permittee's sole expense, and make recommendations to the Department's representative regarding the continuance of work.
    b) HAZARDOUS MATERIALS: If any hazardous waste or materials (such as underground storage tanks, asbestos pipes, contaminated soil, etc.) are identified or encountered in the work vicinity, the Permittee must immediately stop work, notify the Department's representative, retain a qualified hazardous

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waste/material specialist who must evaluate the site at the Permittee's sole expense, and make recommendations to the Department's representative regarding the continuance of work.
Attention is directed to potential aerially deposited lead (ADL) presence in unpaved areas along highways. It is the Permittee's responsibility to take all appropriate measures to protect workers in conformance with California Code of Regulations Title 8, Section 1532.1, "Lead," and with Cal-OSHA Construction Safety Orders, and to ensure roadway soil management is in compliance with Department of Toxic Substances Control (DTSC) requirements.

c) BIOLOGICAL: If any regional, state, or federally listed biological resource is identified or encountered in the work vicinity, the Permittee must immediately stop work, notify the Department's representative, retain a qualified biologist who must evaluate the site at Permittee's sole expense, and make recommendations to the Department's representative regarding the continuance of work.

27. **PREVAILING WAGES:** Work performed by or under an encroachment permit may require Permittee's contractors and subcontractors to pay appropriate prevailing wages as set by the California Department of Industrial Relations. Inquiries or requests for interpretations relative to enforcement of prevailing wage requirements must be directed to the California Department of Industrial Relations.
28. **LIABILITY, DEFENSE, AND INDEMNITY:** The Permittee agrees to indemnify and save harmless the United States, the State, the Department, and the Directors, officers, employees, agents and/or contractors of the State and/or of the Department, including but not limited to the Director of Transportation and the Deputy Directors, from any and all claims, demands, damages, costs, liability, suits, or actions of every name, kind, and description, including but not limited to those brought for or on account of property damage, invasion of privacy, violation or deprivation of a right under a state or federal law, environmental damage or penalty, or injury to or death of any person including but not limited to members of the public, the Permittee, persons employed by the Permittee, and/or persons acting on behalf of the Permittee, arising out of or in connection with: (a) the issuance and/or use of this encroachment permit; and/or (b) the encroachment, work, and/or activity conducted pursuant to this encroachment permit, or under color of authority of this encroachment permit but not in full compliance with the Permit Conditions as defined in General Provision Number 5 ("Unauthorized Work or Activity"); and/or (c) the installation, placement, design, existence, operation, and/or maintenance of the encroachment, work, and/or activity; and/or (d) the failure by the Permittee, or by anyone acting for or on behalf of the Permittee, to perform the Permittee's obligations under any part of the Permit Conditions as defined in General Provision Number 5, in respect to maintenance or any other obligation; and/or (e) any change to the Department's property or adjacent property, including but not limited to the features or conditions of either of them, made by the Permittee or anyone acting on behalf of the Permittee; and/or (f) a defect or obstruction related to or caused by the encroachment, work, and/or activity whether conducted in compliance with the Permit Conditions as defined in General Provision Number 5 or constituting Unauthorized Work or Activity, or from any cause whatsoever. The duty of the Permittee to indemnify and save harmless includes the duties to defend as set forth in Section 2778 of the Civil Code.

It is the intent of the Department and the Permittee that except as prohibited by law, the Permittee will defend, indemnify, and hold harmless as set forth in this General Provision Number 28 regardless of the existence or degree of fault or negligence, whether active or passive, primary or secondary, on the part of: the United States, the State; the Department; the Directors, officers, employees, agents and/or contractors of the State and/or of the Department, including but not limited to the Director of Transportation and the Deputy Directors; the Permittee; persons employed by the Permittee; and/or persons acting on behalf of the Permittee.

The Permittee waives any and all rights to any type of expressed or implied indemnity from or against the United States, the State, the Department, and the Directors, officers, employees, agents, and/or contractors of the State and/or of the Department, including but not limited to the Director of Transportation and the Deputy Directors.

The Permittee understands and agrees to comply with the obligations of Titles II and III of the Americans with Disabilities Act in the conduct of the encroachment, work, and/or activity whether conducted pursuant to this encroachment permit or constituting Unauthorized Work or Activity, and further agrees to defend, indemnify, and save harmless the United States, the State, the Department, and the Directors, officers, employees, agents, and/or contractors of the State and/or of the Department, including but not limited to the Director of Transportation and the Deputy Directors, from any and all claims, demands, damages, costs, penalties, liability, suits, or actions of every name, kind, and description arising out of or by virtue of the Americans with Disabilities Act.

The Permittee understands and agrees the Directors, officers, employees, agents, and/or contractors of the State and/or of the Department, including but not limited to the Director of Transportation and the Deputy Directors, are not personally responsible for any liability arising from or by virtue of this encroachment permit.

For the purpose of this General Provision Number 28 and all paragraphs herein, "contractors of the State and/or of the Department" includes contractors, and their subcontractors, under contract to the State and/or the Department.

This General Provision Number 28 and all paragraphs herein take effect immediately upon issuance of this encroachment permit, and apply before, during, and after the encroachment, work, and/or activity

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contemplated under this encroachment permit, whether such work is in compliance with the Permit Conditions as defined in General Provision Number 5 or constitutes Unauthorized Work or Activity, except as otherwise provided by California law. The Permittee's obligations to defend, indemnify, and save harmless under this General Provision Number 28 take effect immediately upon issuance of this encroachment permit and have no expiration date, including but not limited to situations in which this encroachment permit expires or is revoked, the work or activity performed under this encroachment permit is accepted or not accepted by the Department, the encroachment, work, and/or activity is conducted in compliance with the Permit Conditions as defined in General Provision Number 5 or constitutes Unauthorized Work or Activity, and/or no work or activity is undertaken by the Permittee or by others on the Permittee's behalf.

If the United States or an agency, department, or board of the United States is the Permittee, the first two paragraphs of this General Provision Number 28 (beginning "The Permittee agrees to indemnify…" and "It is the intent of the parties…") are replaced by the following paragraph:

Claims for personal injury, death, or property damage allegedly caused by the negligent or wrongful act or omission of any employee of the United States acting within the scope of their official duties are subject to the Federal Tort Claims Act, as amended, 28 U.S.C. § 1346 and § 2671 et seq. (Chapter 171).

29. **NO PRECEDENT ESTABLISHED:** This encroachment permit is issued with the understanding that it does not establish a precedent.
30. **FEDERAL CIVIL RIGHTS REQUIREMENTS FOR PUBLIC ACCOMMODATION:**
    a) As part of the consideration for being issued this encroachment permit, the Permittee, on behalf of Permittee and on behalf of Permittee's personal representatives, successors in interest, and assigns, does hereby covenant and agree that:
        i) No person on the grounds of race, color, or national origin may be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
        ii) That in connection with the construction of any improvements on said lands and the furnishings of services thereon, no discrimination must be practiced in the selection and retention of first-tier subcontractors in the selection of second-tier subcontractors.
        iii) That such discrimination must not be practiced against the public in their access to and use of the facilities and services provided for public accommodations (such as eating, sleeping, rest, recreation), and operation on, over, or under the space of the State highway right-of-way.
        iv) That the Permittee must use the premises in compliance with all other requirements imposed pursuant to Title 15, Code of Federal Regulations, Commerce and Foreign Trade, Subtitle A. Office of the Secretary of Commerce, Part 8 (15 C.F.R. Part 8) and as said Regulations may be amended.
    b) That in the event of breach of any of the above nondiscrimination covenants, the State and the Department have the right to terminate this encroachment permit and to re-enter and repossess said land and the facilities thereon and hold the same as if said permit had never been made or issued.
31. **MAINTENANCE:** The Permittee is responsible at Permittee's sole expense for the encroachment, and the inspection, maintenance, repair, and condition thereof, and is responsible to ensure the encroachment does not negatively impact State highway safety, maintenance, operations, construction, State facilities, activities related to construction/reconstruction, or other encroachments. The Permittee's obligations in the preceding sentence take effect immediately upon issuance of this encroachment permit and continue until the encroachment is entirely and permanently removed. Additional encroachment permits or approval documents may be required authorizing work related to inspection, repair, and/or maintenance activities. Contact the Department for information.
32. **SPECIAL EVENTS:** In accordance with subdivision (a) of Streets and Highways Code section 682.5 and 682.7, the Department is not responsible for the conduct or operation of the permitted activity, and the applicant agrees to defend, indemnify, and hold harmless the United States, the State, the Department, and the Directors, officers, employees, agents, and contractors of the State and/or of the Department, including but not limited to the Director of Transportation and the Deputy Directors, from any and all claims, demands, damages, costs, liability, suits, or actions of every name, kind and description arising out of any activity for which this encroachment permit is issued.

    The Permittee is required, as a condition of this encroachment permit, for any event that awards prize compensation to competitors in gendered categories, for any participant level that receives prize compensation, to ensure the prize compensation for each gendered category is identical at each participant level. (Streets and Highways Code, section 682.7.)

    The Permittee understands and agrees to comply with the obligations of Titles II and III of the Americans with Disabilities Act in the conduct of the event, and further agrees to defend, indemnify, and save harmless the United State, the State and the Department, and the Directors, officers, and employees of the State and/or Department, including but not limited to the Director of the Department and the Deputy Directors, from any and all claims, demands, damages, costs, liability, suits, or actions of every name, kind and description arising out of or by virtue of the Americans with Disabilities Act.
33. **PRIVATE USE OF STATE HIGHWAY RIGHT-OF-WAY:** State highway right-of-way must not be used for private purposes without compensation to the State. The gifting

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of public property uses and therefore public funds is prohibited under the California Constitution, Article XVI, Section 6.

34. **FIELD WORK REIMBURSEMENT:** Permittee must reimburse the Department for field work performed by or on behalf of the Department to correct or remedy issues created by the Permittee or by others acting on behalf of the Permittee, including but not limited to hazards or damaged facilities, or to clear refuse, debris, etc. not attended to by the Permittee or by others acting on behalf of the Permittee.
35. **LANE CLOSURE REQUEST SUBMITTALS AND NOTIFICATION OF CLOSURES TO THE DEPARTMENT:** Lane closure request submittals and notifications must be in accordance with Section 12-4.02, and Section 12.4-04, of the Department's Standard Specifications or as directed by the Department's representative. The Permittee must notify the Department's representative and the Traffic Management Center ("TMC") before initiating a lane closure or conducting an activity that may cause a traffic impact. In emergency situations when the corrective work or the emergency itself may affect traffic, the Department's representative and the TMC must be notified as soon as possible.
36. **SUSPENSION OF TRAFFIC CONTROL OPERATION:** The Permittee, upon notification by the Department's representative, must immediately suspend all traffic lane, bike lane, sidewalk, crosswalk, and/or shoulder closure operations and any operation that impedes the flow of traffic. All costs associated with this suspension must be borne by the Permittee.
37. **UNDERGROUND SERVICE ALERT (USA) NOTIFICATION:** Any excavation requires compliance with the provisions of Government Code section 4216 et seq., including but not limited to notice to a regional notification center, such as Underground Service Alert (USA). The Permittee must provide notification to the Department representative at least five (5) business days before, and the regional notification center at least forty-eight (48) hours before, performing any excavation work within the State highway right-of-way.
38. **COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA):** All work within the State highway right-of-way to construct and/or maintain any public facility must be designed, maintained, and constructed strictly in accordance with all applicable Federal Access laws and regulations (including but not limited to Section 504 of the Rehabilitation Act of 1973, codified at 29 U.S.C. § 794), California Access laws and regulations relating to ADA, along with its implementing regulations, Title 28 of the Code of Federal Regulations Parts 35 and 36 (28 C.F.R., Ch. I, Part 35, § 35.101 et seq., and Part 36, § 36.101 et seq.), Title 36 of the Code of Federal Regulations Part 1191 (36 C.F.R., Ch. XI, Part 1191, § 1119.1 et seq.), Title 49 of the Code of Federal Regulations Part 37 (49 C.F.R., Ch. A, Part 37, § 37.1 et seq.), the United States Department of Justice Title II and Title III for the ADA, and California Government Code section 4450 et seq., which require public facilities be made accessible to persons with disabilities.

    Notwithstanding the requirements of the previous paragraph, all construction, design, and maintenance of public facilities must also comply with the Department's Design Information Bulletin 82, "Pedestrian Accessibility Guidelines for Highway Projects" and Standard Plans & Specifications on "Temporary Pedestrian Access Routes."
39. **STORMWATER:** The Permittee is responsible for full compliance with the following:
    a) For all projects, the Department's Storm Water Program and the Department's National Pollutant Discharge Elimination System (NPDES) Permit requirements under Order No. 2012-0011-DWQ, NPDES No CAS000003; and
    b) In addition, for projects disturbing one acre or more of soil, with the California Construction General Permit Order No. 2009-0009-DWQ, NPDES No CAS000002; and
    c) In addition, for projects disturbing one acre or more of soil in the Lahontan Region with Order No. R6T-2016-0010, NPDES No CAG616002.
    d) For all projects, it is the Permittee's responsibility to install, inspect, repair, and maintain all facilities and devices used for water pollution control practices (Best Management Practices/BMPs) before performing daily work activities.

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APPENDIX F: REFLECTIVE STREET NAME SIGN DETAILS AND SPECIFICATIONS

CITY OF GARDENA
STREET IMPROVEMENT PROJECT

ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
WESTERN AVE. TO VERMONT AVE.
PROJECT JN 935 PHASE 2

GENERAL NOTES:

1. ALL CROSSWALKS, ARROWS, STOPBARS, AND LEGENDS SHALL BE THERMOPLASTIC MATERIAL.
2. RAISED PAVEMENT MARKERS SHALL BE CEMENTED TO THE PAVEMENT WITH HOT MELT BITUMINOUS ADHESIVE.
3. FURNISH AND INSTALL TEMPORARY MARKERS IMMEDIATELY AFTER PAVING, SPACED AT 25 ft MAXIMUM.
4. REMOVE ALL EXISTING PAVEMENT MARKINGS BY WET SANDBLASTING (CROSS WALKS, STOP LEGENDS, ETC.). EXISTING PAVEMENT MARKINGS AND STRIPINGS TO BE REMOVED ARE NOT SHOWN ON THE PLAN. FIELD VERIFY LOCATIONS.
5. REMOVE AND DISPOSE OF ALL EXISTING RAISED PAVEMENT MARKERS WITHIN THE PROJECT LIMITS. PAYMENT SHALL BE INCLUDED IN BID ITEM PRICE FOR FURNISH AND INSTALL PAVEMENT MARKERS.
6. ADJUST UTILITY VALVE COVERS, UTILITY BOXES, TRAFFIC SIGNAL BOXES, ETC. TO FINISH GRADE. PAYMENT SHALL BE INCLUDED IN ADJACENT CONSTRUCTION.
7. ALL SURVEY CENTERLINE TIES AND MONUMENTS THAT ARE DAMAGED OR REMOVED SHALL BE RE-ESTABLISHED. THE CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES DIVISION SHALL ESTABLISH CENTER LINE MONUMENTS AND TIES AT ALL STREET INTERSECTIONS WITHIN THE PROJECT LIMITS WHERE NONE EXISTED PRIOR TO CONSTRUCTION. SEE TECHNICAL PROVISIONS.
8. PROVIDE TRAFFIC CONTROL PER TECHNICAL PROVISIONS.
9. ALL STREETS ARE DRAWN WITH BREAK LINES FOR DRAWING PURPOSES. BIDS SHALL BE BASED ON STATIONING AND FIELD VERIFICATION.
10. 24 HOUR NOTICE FOR ALL INSPECTIONS REQUIRED.
11. CATCH BASINS NOT DRAWN FOR CLARITY.
12. CONTRACTORS SHALL REMOVE AND DISPOSE OF ALL TRASH AND BROKEN BRANCHES BEFORE AND AFTER PAVING.
13. PRIOR TO CUTTING OF ANY ROOTS, CALL PARKS DIVISION AT (310)217-9564 FOR APPROVAL.
14. PROTECT ALL STORM DRAINS, CATCH BASINS, ETC. WITH SAND BAGS, FABRIC AND OTHER APPROPRIATE BEST MANAGEMENT PRACTICES.
15. STREET CENTERLINE AS SHOWN ON PLAN IS APPROXIMATE.
16. PRIOR TO ANY WORK WITHIN UPRR R/W OR ANY WORK AFFECTING GRADE CROSSING OPERATIONS, CALL UPRR MANAGER OF PUBLIC PROJECTS REPRESENTATIVE NICK VINEYARD AT (909)222-5659.

ABBREVIATIONS:

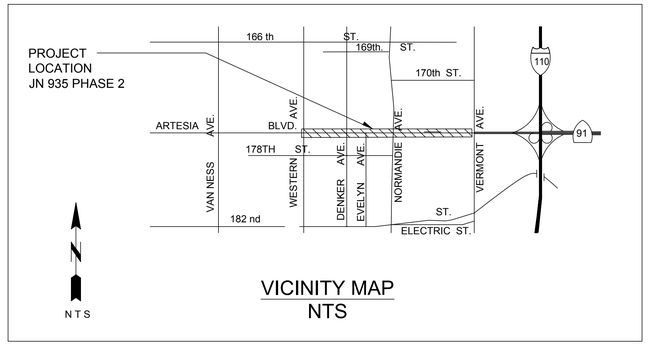
ABD	ABANDONED
A.C./AC	ASPHALT CONCRETE
AVE	AVENUE
BCR	BEGIN CURB RETURN
BLVD	BOULEVARD
BM	BENCHMARK
BMP	BEST MANAGEMENT PRACTICE
BW	BACK OF SIDEWALK
C	CONDUIT
CAB	CRUSHED AGGREGATE BASE
CB	CATCH BASIN
CF	CURB FACE
℄	CENTERLINE
COMM	COMMUNICATION
C&G	CURB AND GUTTER
C-C	CENTER TO CENTER
DLC	DETECTOR LEAD-IN CABLE
DR	DRIVE
DWY	DRIVEWAY
EA/EA.	EACH
ECR	END CURB RETURN
E/O	EAST OF
EG	EDGE OF GUTTER
E/ELEC	ELECTRICAL
EMH	ELECTRICAL MANHOLE
EX/EX.	EXISTING
FH	FIRE HYDRANT
FMH	FIBER MANHOLE
FS	FINISHED SURFACE
G	GAS
IISNS	INTERNALLY ILLUMINATED STREET NAME SIGN
L.E.D.	LIGHT EMITTING DIOD
LF/L.F.	LINEAR/ LINEAL FEET
LS/L.S.	LUMP SUM
LT	LEFT
M.A.	MAST ARM
MH/M.H.	MANHOLE
NAVD	NORTH AMERICAN VERTICAL DATUM
NTS	NOT TO SCALE
NW	NORTHWEST
PP	POWER POLE
PCC	PORTLAND CEMENT CONCRETE
PL	PLACE
PPB	PEDESTRIAN PUSH BUTTON
	PROPERTY LINE
PROP	PROPOSED
PUD	PUBLIC UTILITIES DEPARTMENT
RSP	REVISED STANDARD PLAN
RT	RIGHT
RR	RAILROAD
R/W/ R/W	RIGHT-OF-WAY
SCO	SEWER CLEANOUT
S	SEWER
SD	STORM DRAIN
SDMD	STORM DRAIN MANHOLE
SF	SQUARE FEET
S'LY	SOUTHERLY
SPPWC	STANDARD PLANS FOR PUBLIC WORKS CONSTRUCTION
SMH	SEWER MANHOLE
S/O	SOUTH OF
SS	STREET SIGN
ST	STREET
STA	STATION
STD/STD.	STANDARD
TEL	TELEPHONE
TMH	TELEPHONE MANHOLE
TSB	TRAFFIC SIGNAL BOX
TSP	TRAFFIC SIGNAL POLE
VAR	VARIES
VLT	VAULT
W/WTR	WATER
WM	WATER METER
WV	WATER VALVE

LEGEND

- PUBLIC RIGHT OF WAY
- CITY BOUNDARY
- COLDMILL PAVEMENT PER CONSTRUCTION NOTE 17
- FULL-DEPTH PAVEMENT RECONSTRUCTION
- RECONSTRUCT CURB & GUTTER
- RECONSTRUCT SIDEWALK
- RECONSTRUCT DRIVEWAY

UTILITY COMPANY CONTACTS

SERVICES	CONTACT PERSON/COMPANY	TELEPHONE NO.
SCE	MANUEL MIGUELES 505 MAPLE AVE TORRANCE, CA 90503	(310) 720-6086
SO CAL GAS	AARON CUN 700 N LONG BEACH BLVD COMPTON, CA 90221	(213) 231-3270
GOLDEN STATE WATER	MICHAEL CARBAJAL 630 E FOOTHILL BLVD SAN DIMAS, CA 91773	(909) 394-2272
AT & T	CATHY HURTADO 600 E GREEN ST, RM 300 PASADENA, CA 91101	(510) 645-2929
LA WATER AND POWER	UNDERGROUND SUBSTRUCTURE DESIGN 111 N HOPE STREET, #813 LOS ANGELES, CA 90012	(213) 367-2659
LA SANITATION	ENGINEERING COUNTER LOS ANGELES SANITATION DISTRICT P.O. BOX 4998, WHITTIER, CA 90607-4998	(562) 908-4288
TPx COMMUNICATION	MARK DENNING 2698 WHITE RD IRVINE CA, 92614	(949) 864-0296
VERIZON	ASG INVESTIGATIONS TEAM 3301 MATRIX DR, STE 100 RICHARDSON, TX 75082	(732) 335-5588
CALIFORNIA WATER SERVICE	FRANK SCOTTY 2632 W. 237TH ST TORRANCE, CA 90505	(310) 257-1400
CITY OF LA	CITY REPRESENTATIVE 1149 S BROADWAY #200 LOS ANGELES, CA 90015	(213) 847-1498
CENTURY LINK	AREA REPRESENTATIVE 1025 ELDORADO BOULEVARD BROOMFIELD, CO 80021	(877) 366-8344
ZAYO GROUP	GEORGE HUSS 1060 HARDEES DRIVE ABERDEEN, MD 21001	(443) 403-2023
CROWN CASTLE	FIBER DIG TEAM 1500 CORPORATE DR CANONSBURG, PA 15317	(888) 632-0931
CITY OF TORRANCE WATER DEPARTMENT	ALAN BERNDT 20500 MADRONA AVE TORRANCE, CA 90630	(310) 618-2916
WEST BASIN MUNICIPAL WATER DISTRICT	FRANK FUCHS 17140 S AVALON BL, #210 CARSON, CA 90746	(310) 217-2411



VICINITY MAP
NTS

DRAWING TITLE:

SHEET #	DESCRIPTION
1 OF 47	TITLE SHEET
2 OF 47	TYPICAL SECTIONS AND DETAILS SHEET
3 TO 6 OF 47	STREET IMPROVEMENT PLAN
7 TO 11 OF 47	TRAFFIC SIGNAL MODIFICATION PLAN
12 TO 14 OF 47	SIGNING AND STRIPING PLAN
15 TO 47 OF 47	LANDSCAPE IMPROVEMENT PLAN

DIRECTOR'S SIGNATURE ON TITLEBLOCK CONSTITUTES SIGNATURES FOR ALL SHEETS IN THE PLAN SET.

DIGALERT
DIAL TOLL FREE
1-800-422-4133
AT LEAST TWO DAYS BEFORE YOU DIG
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

PLANS PREPARED BY:
Cannon
16942 Von Karman Avenue, Suite 150
Irvine, CA 92606
P 909.753.8111 F 909.753.0775
UNDER THE SUPERVISION OF:
GARY SOLSUNA RCE 68420 — 6/5/2024 DATE

REGISTERED PROFESSIONAL ENGINEER — GARY SOLSUNA — NO. C68420 — EXP. 09-30-25 — CIVIL — STATE OF CALIFORNIA

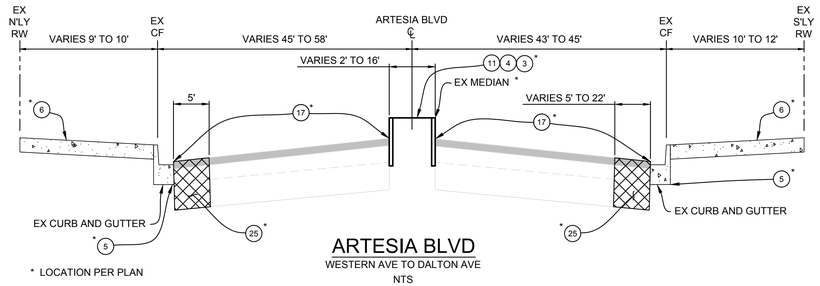
NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION
TITLE SHEET
PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	AA/MC	6/5/2024
DRAWN BY	NP/KD	6/5/2024
CHECKED BY	GS	6/5/2024

APPROVED BY: Allan Rigg DATE: 6/17/24
PUBLIC WORKS DIRECTOR / CITY ENGINEER
SHT. 1 OF 47 DWG. NO. 8-1059

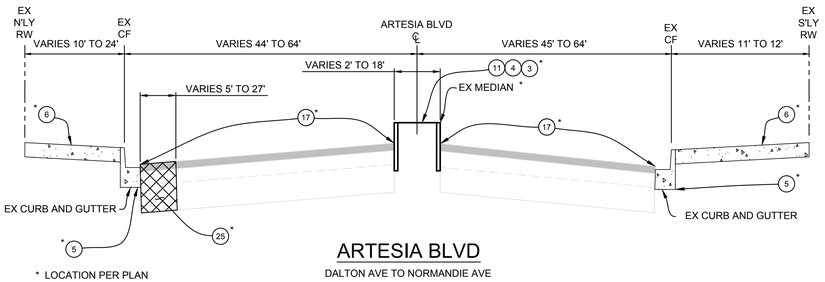
FILE PATH: F:\JOB\2019\19010\Civil 3D\Street\CE19010AA0001 PLOTTED ON:5/23/2024 10:19 AM



ARTESIA BLVD

WESTERN AVE TO DALTON AVE

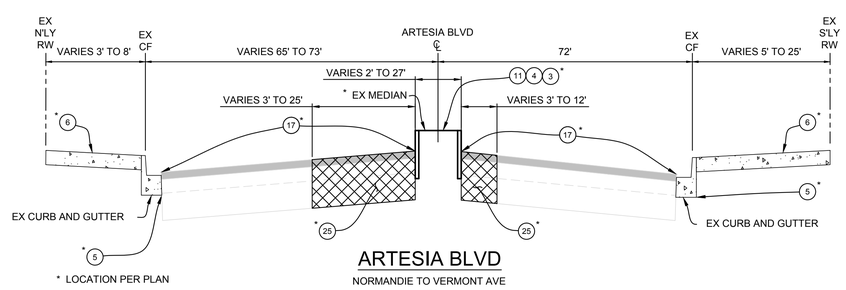
NTS



ARTESIA BLVD

DALTON AVE TO NORMANDIE AVE

NTS



ARTESIA BLVD

NORMANDIE TO VERMONT AVE

NTS

TYPICAL SECTION DETAIL

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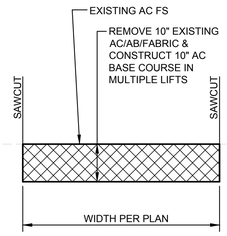
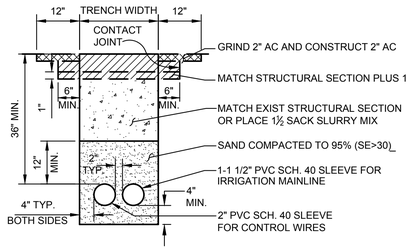


NOTES

1. SAWCUT EXISTING AC PAVEMENT MINIMUM 1-1/2" DEEP.
2. EXCAVATE AND REMOVE EXISTING AC PAVEMENT AND BASE MATERIAL TO 10" BELOW EXISTING GRADE. COMPACT TOP 1 FT OF SUBGRADE TO MINIMUM 95% RELATIVE COMPACTION.
3. CONSTRUCT 10" AC BASE COURSE AT MINIMUM 95% RELATIVE COMPACTION.

DIGOUT REPAIR AREA DETAIL 25

NTS



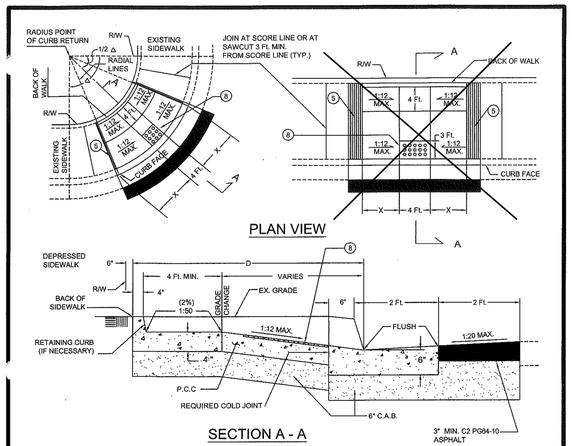
NOTES

TRENCH RESURFACING IN ASPHALT CONCRETE PAVEMENT SHALL BE PER STANDARD SPECIFICATIONS SECTION 306-1.5, EXCEPT THAT:

(A) ASPHALT CONCRETE SHALL BE PLACED IN LIFTS NOT TO EXCEED 4" THICK.
(B) APPLY TACK COAT TO SEAL THE CONTACT JOINT AND ADJACENT MILLED SURFACES TO BE OVERLAID.

TRENCH RESURFACING DETAIL 20

NTS



SECTION A - A

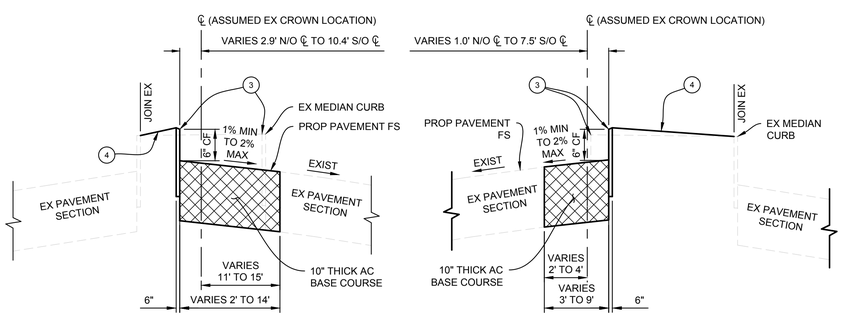
NOTES

1. RAMPS SHALL BE CONSTRUCTED OF CLASS 520-C-2500 PORTLAND CEMENT CONCRETE 4" THICK OVER 6" CAB.
2. ADJUST UTILITY VALVE COVERS, UTILITY BOXES AND TRAFFIC SIGNAL BOXES TO FINISHED GRADE.
3. RAMP SHALL BE POURED SEPARATELY FROM CURB AND GUTTER (MIN. 24 HRS AFTER CURB AND GUTTER).
4. ALL EXISTING MATERIAL TO BE REMOVED SHALL BE SAWCUT. (MIN. 5" DEEP)
5. PLACE GROOVED BORDER 12" WIDE AT LEVEL SURFACE OF SIDEWALK. SPACE GROOVES AT 3/4" O.C. 1/4" WIDE X 1/4" DEEP GROOVE.
6. PROVIDE ROUGH BROOM FINISH THAT CONTRASTS WITH ADJACENT SIDEWALK ON ALL SURFACES OF RAMP UNLESS OTHERWISE NOTED.
7. FOR 8" CURB FACE, D > 14 Ft. OR 6" CURB FACE, D > 12 Ft. THE SIDEWALK NEED NOT BE DEPRESSED. PLACE A GROOVED BORDER (NOTE 5) AT THE TOP OF RAMP.
8. 3'x4' CAST IN PLACE PREFABRICATED DETECTABLE WARNING SURFACE, ("ARMOR-TILE" OR APPROVED EQUAL), COLOR TO BE FEDERAL YELLOW, DOMES TO BE 'IN-LINE', PARALLEL TO CURB, WITH A HEIGHT OF 0.2", BASE DIAMETER OF 0.9", AND TOP DIAMETER OF 0.45", SPACED 1.66" O.C. (2.35" O.C. ON THE DIAGONAL). FIELD SURFACE AND TOP OF DOMES TO HAVE A DOTTED TEXTURE FOR SLIP RESISTANCE. DENSITY OF DOTS IN FIELD AREA TO BE 30 PER SQUARE INCH MINIMUM. INSTALLATION SHALL BE PER MANUFACTURER'S SPECIFICATIONS.

CITY OF GARDENA --- PUBLIC WORKS DEPT. --- ENGINEERING DIVISION			
TITLE: **CURB RAMP**	APP BY: CITY ENGINEER	R.C.E. NO. 51173	DATE 4/10/06
	DESIGN BY JC	DWG. NO. ST - 18	
	DRAWN BY RS		
	CHECKED BY JF		

MODIFIED CITY OF GARDENA STD ST-18 8

NTS



ARTESIA BLVD

STA 61+14 TO STA 62+04
STA 94+38 TO STA 96+41

ARTESIA BLVD

STA 83+78 TO STA 85+63

PROPOSED PAVEMENT RECONSTRUCTION AT LEFT TURN POCKET 32

NTS

STREET IMPROVEMENT NOTES

1. REMOVE, SALVAGE, AND REINSTALL SIGN AND POST IN SAME LOCATION
2. REMOVE AND DISPOSE EXISTING ASPHALT PAVEMENT. FOR INSTALLATION OF NEW TRAFFIC SIGNAL CONDUIT PER TRAFFIC SIGNAL MODIFICATION PLANS. FURNISH AND RECONSTRUCT FULL DEPTH ASPHALT PAVEMENT PER CITY STD ST-20
3. REMOVE AND DISPOSE OF EXISTING PORTION OF MEDIAN. FURNISH AND RECONSTRUCT MEDIAN CURB PER CITY STD-7, DETAIL C-4, LENGTH PER PLAN
4. RECONSTRUCT AFFECTED PORTION OF LANDSCAPE/HARDSCAPE/IRRIGATION WITHIN MEDIAN PER LANDSCAPE PLANS
5. REMOVE AND DISPOSE OF EXISTING CURB AND/OR GUTTER. FURNISH AND RECONSTRUCT PCC CURB AND GUTTER OVER 6" CAB PER CITY OF GARDENA STD. ST-7, DETAIL C-1
6. REMOVE AND DISPOSE OF EXISTING SIDEWALK/ PAVEMENT. FURNISH AND RECONSTRUCT 4" PCC OVER EXISTING RECOMPACTED SUBGRADE AND/OR NEW SIDEWALK PER CITY STD. ST-5B
7. REMOVE AND DISPOSE OF EXISTING CONCRETE DRIVEWAY. FURNISH AND RECONSTRUCT CONCRETE DRIVEWAY PER CITY STD ST-1-A
8. REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT ACCESS RAMP PER MODIFIED CITY STD. ST-18, DETAIL 8, SEE SHEET 2
9. REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT ACCESS RAMP PER SPPWC STD 111-5, CASE D TYPE 2
10. REMOVE AND DISPOSE OF EXISTING CROSS GUTTER PANEL. FURNISH AND RECONSTRUCT CROSS GUTTER PANEL PER CITY STD ST-3
11. SEE LANDSCAPE DEMOLITION PLANS FOR REMOVAL OF EXISTING HARDSCAPE. PROTECT IN PLACE EXISTING MEDIAN CURB.
12. INSTALL 2" SCHEDULE 80 ELECTRICAL CONDUIT
13. REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT CURB RAMP PER MODIFIED SPPWC STD 111-5, CASE B, TYPE 2. MODIFICATION: BACK OF WALK PER PLAN
14. PROTECT IN PLACE
15. ADJUST MANHOLE FRAME AND COVER TO GRADE PER CITY STD ST-9 (BY OTHERS)
16. ADJUST UTILITY VALVE TO GRADE (BY OTHERS)
17. COLDMILL PAVEMENT, 2" THICK, FULL DEPTH. REPAIR ALL HOLES, SPALLS, JOINTS AND CRACK SEAL PER TECHNICAL PROVISIONS. FURNISH AND CONSTRUCT 2" THICK ARHM PG 64-16
18. REMOVE AND DISPOSE OF EXISTING CURB AND/OR GUTTER. CONSTRUCT VARIABLE HEIGHT PCC CURB AND GUTTER OVER 6" CAB PER MODIFIED CITY OF GARDENA STD. ST-7, DETAIL C-1. MODIFICATION: CONSTRUCT CURB HEIGHT TRANSITION FROM 0" CF TO 6" CF, AT 4.5% MAX GRADE
19. REMOVE INTERFERING PORTIONS OF EXISTING SIDEWALK AND INSTALL 11"X17" PULLBOX (BROOKS NO. 36-PB SERIES WITH BOLT DOWN CONCRETE COVER, OR APPROVED EQUAL)
20. TRENCH AND INSTALL 2" PVC SCHEDULE 40 CONDUIT SLEEVE (FOR IRRIGATION) AND 1-1/2" PVC SCHEDULE 40 CONDUIT SLEEVE (FOR CONTROLLER WIRING). BACKFILL AND RESURFACE PAVEMENT PER TRENCH RESURFACING DETAIL 20 ON SHEET 2
21. FURNISH AND INSTALL 1-1/2" WATER METER WITH 2" SERVICE LINE PER GOLDEN STATE WATER COMPANY STD. DWG. NO. P-27 (400 SERIES HERSEY POSITIVE DISPLACEMENT WITH RAPID READ REGISTRATION) AND 1-1/2" REDUCED PRESSURE PRINCIPLE BACKFLOW PREVENTION ASSEMBLY PER DETAIL B ON IRRIGATION DETAILS SHEET 34
22. INSTALL 20AMP CIRCUIT BREAKER IN EXISTING SERVICE CABINET
23. INSTALL 2#12, 1#12 GND CONDUCTORS FOR LANDSCAPING CONTROL IN TRAFFIC SIGNAL CONDUIT
24. INSTALL 2"C-2#12, 1#12 GND CONDUCTORS FOR LANDSCAPING CONTROL
25. SAWCUT AND REMOVE 10" THICK EXISTING AC/AB PAVEMENT AND CONSTRUCT 10" THICK AC BASE COURSE OVER COMPACTED NATIVE (95% RELATIVE COMPACTION) PER DETAIL 25 ON SHEET 2
26. INSTALL LOOP DETECTOR PER CALTRANS STD ES-5A AND ES-5B. FOR THE (4) LEFT TURN LOOPS, USE (1) TYPE F LIMIT LINE LOOP AND (3) TYPE E LOOPS AS PER CURRENT CALTRANS STANDARD PLANS. FOR THE (4) ADVANCE LOOPS, USE (4) TYPE E LOOPS PER CURRENT CALTRANS STANDARD PLANS.
27. ADJUST MANHOLE FRAME AND COVER TO GRADE PER CITY STD ST-9
28. ADJUST WATER VALVE TO GRADE
29. RELOCATE EXISTING TRAFFIC SIGNAL PULL BOX. SEE SHEET 11 FOR LOCATION OF NEW TRAFFIC SIGNAL PULL BOX
30. REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT ACCESS RAMP PER CALTRANS STD A88A, CASE B
31. CONSTRUCT PCC MEDIAN CURB TAPER PER SPPWC STD 140-3, OFFSET "W" AND TAPER LENGTH "L" PER PLAN
32. REMOVE EXISTING AC/AB PAVEMENT AND NATIVE MATERIAL AND CONSTRUCT 10" THICK AC BASE COURSE OVER COMPACTED NATIVE (95% RELATIVE COMPACTION) PER DETAIL 32 ON SHEET 2
33. INSTALL DETECTABLE WARNING SURFACE ON EXISTING SIDEWALK (3' LONG AND FULL WIDTH OF SIDEWALK). COLOR AND TYPE OF DETECTABLE WARNING SURFACE SHALL COMPLY WITH CITY STD ST-18, NOTE 8

TRAFFIC SIGNAL NOTES:

1. FURNISH AND INSTALL NEW BATTERY BACKUP SYSTEM COMPLETE IN NEW EXTERNAL BACKPACK CABINET.
2. REMOVE EXISTING 332 CABINET WITH CARE. RETURN CABINET AND ALL CONTENTS TO CITY TRAFFIC SIGNAL DIVISION. REMOVE AND DISPOSE OF CABINET FOUNDATION COMPLETE. FURNISH AND INSTALL NEW TYPE 332 CABINET ON NEW FOUNDATION WITH NEW MODEL 2070 ATC CONTROLLER. CONTRACTOR SHALL FURNISH AND INSTALL ALL EQUIPMENT AND COMPLETE ALL CONNECTIONS FOR A FULLY FUNCTIONAL TRAFFIC SIGNAL.
3. REMOVE EXISTING TRAFFIC SIGNAL CABINET AND TEMPORARILY INSTALL TO MAINTAIN SIGNAL OPERATION. REMOVE EXISTING FOUNDATION AND INSTALL NEW FOUNDATION WITH NOTED CONDUIT SIZES. REINSTALL EXISTING TRAFFIC SIGNAL CABINET.
4. FURNISH AND INSTALL NEW OPTICOM EMERGENCY VEHICLE PREEMPTION SENSOR ON TRAFFIC SIGNAL EQUIPMENT PER MANUFACTURER'S REQUIREMENTS.
5. FURNISH AND INSTALL NEW TYPE E LOOPS PER CITY OF GARDENA STANDARD DETAIL ST-24.

CB INSTALL CONDUIT INTO EXISTING PULL BOX.

BC INSTALL PULL BOX IN EXISTING CONDUIT RUN.

RS REMOVE AND SALVAGE EQUIPMENT.

RC EQUIPMENT OR MATERIAL TO BE REMOVED AND BECOME THE PROPERTY OF THE CONTRACTOR.

RL RELOCATE EQUIPMENT.

CC CONNECT NEW AND EXISTING CONDUIT. REMOVE EXISTING CONDUCTORS AND INSTALL CONDUCTORS AS INDICATED.

STRIPING NOTES:

1. FURNISH AND INSTALL 8" WHITE BARRIER LINE AS SHOWN PER CALTRANS STD. NO. A20D, DETAIL 38.
2. FURNISH AND INSTALL PAVEMENT MARKING AS SHOWN PER CALTRANS STD. PLANS A24A-A24F.
3. FURNISH AND INSTALL 4"X7' WHITE LANE LINE @ 17' GAP, 50' PAINT ON INTERSECTION APPROACH AND DEPARTURE PER CALTRANS STD. NO. A20A, DETAIL 9.
4. FURNISH AND INSTALL 12" WHITE LIMIT LINE/CROSSWALK LINE PER CALTRANS STD. NO. A24E.
5. FURNISH AND INSTALL 4" DOUBLE-YELLOW LINE AS SHOWN PER CALTRANS STD. NO. A20A, DETAIL 21.
6. FURNISH AND INSTALL 8" WHITE LINE & TYPE C RED-CLEAR RETROREFLECTIVE MARKER PER STD. NO. A20F DETAIL 42.
7. FURNISH AND INSTALL GRADE CROSSING PAVEMENT MARKING PER CA MUTCD SECTION 8B.27.
8. FURNISH AND INSTALL 6" WHITE LINE PER STD. NO. A20D DETAIL 40.
9. REMOVE CONFLICTING STRIPING AND/OR PAVEMENT MARKING.
10. FURNISH AND INSTALL 12" WHITE CHEVRON LINE @ C-C DISTANCE AS SHOWN.

DIGALERT

DIAL TOLL FREE
1-800-422-4133
AT LEAST TWO DAYS BEFORE YOU DIG

UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

PLANS PREPARED BY:

Cannon

16942 Von Karman Avenue, Suite 150
Irvine, CA 92606
P 909.753.8111 F 909.753.0775

UNDER THE SUPERVISION OF:

GARY SOLSONA HCE 68420 6/5/2024 DATE

REGISTERED PROFESSIONAL ENGINEER GARY ESSEX A. SOLSONA NO. C68420 EXP. 09-30-25 CIVIL STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

TYPICAL SECTIONS AND DETAILS SHEET

PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	AA/MC	6/5/2024
DRAWN BY	NP/KD	6/5/2024
CHECKED BY	GS	6/5/2024

APPROVED BY : SEE SHEET 1 FOR SIGNATURE — DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 2 OF 47 — DWG. NO. 8-1059

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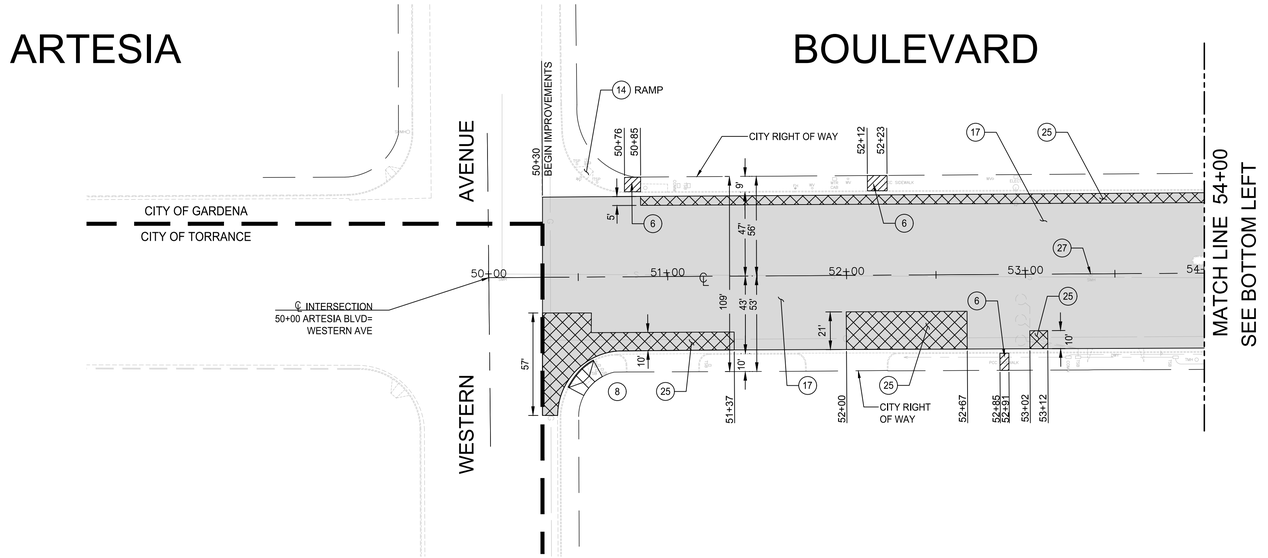

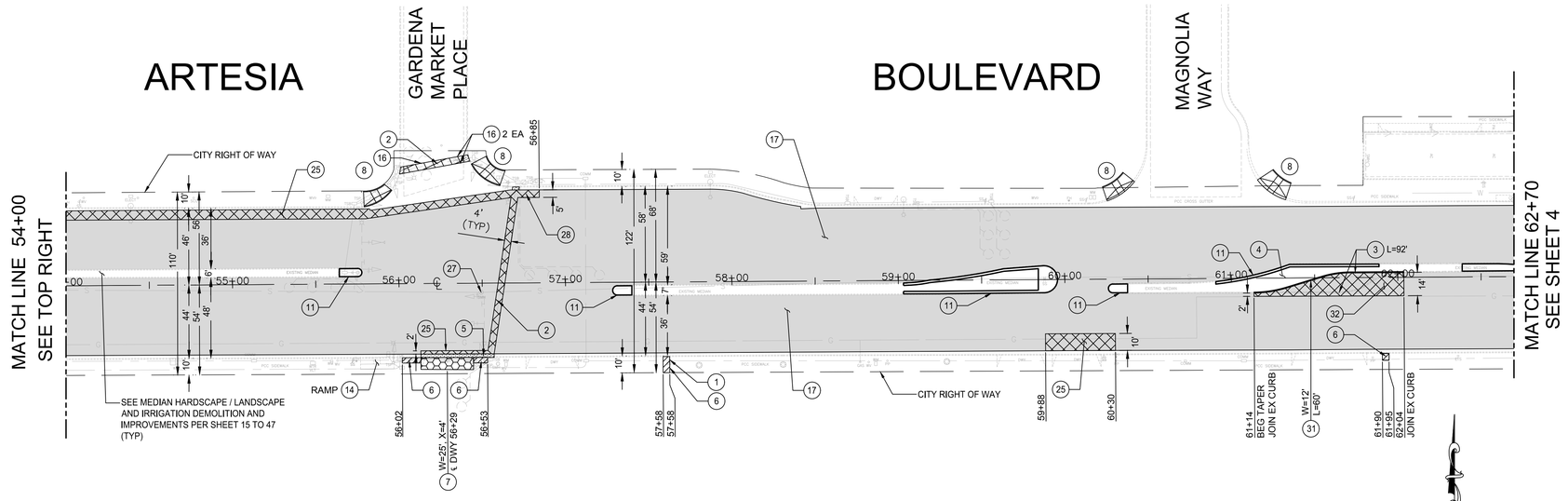

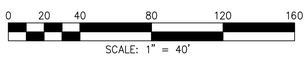

GENERAL NOTES:

1. ALL CROSSWALKS, ARROWS, STOPBARS, AND LEGENDS SHALL BE THERMOPLASTIC MATERIAL.
2. RAISED PAVEMENT MARKERS SHALL BE CEMENTED TO THE PAVEMENT WITH HOT MELT BITUMINOUS ADHESIVE.
3. FURNISH AND INSTALL TEMPORARY MARKERS IMMEDIATELY AFTER PAVING, SPACED AT 25 ft MAXIMUM.
4. REMOVE ALL EXISTING PAVEMENT MARKINGS BY WET SANDBLASTING (CROSS WALKS, STOP LEGENDS, ETC.). EXISTING PAVEMENT MARKINGS AND STRIPINGS TO BE REMOVED ARE NOT SHOWN ON THE PLAN. FIELD VERIFY LOCATIONS.
5. REMOVE AND DISPOSE OF ALL EXISTING RAISED PAVEMENT MARKERS WITHIN THE PROJECT LIMITS. PAYMENT SHALL BE INCLUDED IN BID ITEM PRICE FOR FURNISH AND INSTALL PAVEMENT MARKERS.
6. ADJUST UTILITY VALVE COVERS, UTILITY BOXES, TRAFFIC SIGNAL BOXES, ETC. TO FINISH GRADE. PAYMENT SHALL BE INCLUDED IN ADJACENT CONSTRUCTION.
7. ALL SURVEY CENTERLINE TIES AND MONUMENTS THAT ARE DAMAGED OR REMOVED SHALL BE RE-ESTABLISHED. THE SURVEYOR SHALL ALSO ESTABLISH CENTER LINE MONUMENTS AND TIES AT ALL STREET INTERSECTIONS WITHIN THE PROJECT LIMITS WHERE NONE EXISTED PRIOR TO CONSTRUCTION. SEE TECHNICAL PROVISIONS.
8. PROVIDE TRAFFIC CONTROL PER TECHNICAL PROVISIONS.
9. ALL STREETS ARE DRAWN WITH BREAK LINES FOR DRAWING PURPOSES. BIDS SHALL BE BASED ON STATIONING AND FIELD VERIFICATION.
10. 24 HOUR NOTICE FOR ALL INSPECTIONS REQUIRED.
11. CATCH BASINS NOT DRAWN FOR CLARITY.
12. CONTRACTORS SHALL REMOVE AND DISPOSE OF ALL TRASH AND BROKEN BRANCHES BEFORE AND AFTER PAVING.
13. PRIOR TO CUTTING OF ANY ROOTS, CALL PARKS DIVISION AT (310)217-9564 FOR APPROVAL.
14. PROTECT ALL STORM DRAINS, CATCH BASINS, ETC. WITH SAND BAGS, FABRIC AND OTHER APPROPRIATE BEST MANAGEMENT PRACTICES.
15. STREET CENTERLINE AS SHOWN ON PLAN IS APPROXIMATE.
16. PRIOR TO ANY WORK WITHIN UPRR R/W OR ANY WORK AFFECTING GRADE CROSSING OPERATIONS, CALL UPRR MANAGER OF PUBLIC PROJECTS REPRESENTATIVE NICK VINEYARD AT (909)222-5659.

STREET IMPROVEMENT NOTES

(2) REMOVE AND DISPOSE EXISTING ASPHALT PAVEMENT. FOR INSTALLATION OF NEW TRAFFIC SIGNAL CONDUIT PER TRAFFIC SIGNAL MODIFICATION PLANS. FURNISH AND RECONSTRUCT FULL DEPTH ASPHALT PAVEMENT PER CITY STD ST-20

(3) REMOVE AND DISPOSE OF EXISTING PORTION OF MEDIAN. FURNISH AND RECONSTRUCT MEDIAN CURB PER CITY STD-7, DETAIL C-4, LENGTH PER PLAN

(4) RECONSTRUCT AFFECTED PORTION OF LANDSCAPE/HARDSCAPE/IRRIGATION WITHIN MEDIAN PER LANDSCAPE PLANS

(5) REMOVE AND DISPOSE OF EXISTING CURB AND/OR GUTTER. FURNISH AND RECONSTRUCT PCC CURB AND GUTTER OVER 6" CAB PER CITY OF GARDENA STD. ST-7, DETAIL C-1

(6) REMOVE AND DISPOSE OF EXISTING SIDEWALK/ PAVEMENT. FURNISH AND RECONSTRUCT 4" PCC OVER EXISTING RECOMPACTED SUBGRADE AND/OR NEW SIDEWALK PER CITY STD. ST-5B

(7) REMOVE AND DISPOSE OF EXISTING CONCRETE DRIVEWAY. FURNISH AND RECONSTRUCT CONCRETE DRIVEWAY PER CITY STD ST-1-A

(8) REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT ACCESS RAMP PER MODIFIED CITY STD. ST-18, DETAIL 8, SEE SHEET 2

(11) SEE LANDSCAPE DEMOLITION PLANS FOR REMOVAL OF EXISTING HARDSCAPE. PROTECT IN PLACE EXISTING MEDIAN CURB.

(14) PROTECT IN PLACE

(16) ADJUST UTILITY VALVE TO GRADE (BY OTHERS)

(17) COLDMILL PAVEMENT, 2" THICK, FULL DEPTH. REPAIR ALL HOLES, SPALLS, JOINTS AND CRACK SEAL PER TECHNICAL PROVISIONS. FURNISH AND CONSTRUCT 2" THICK ARHM PG 64-16

(25) SAWCUT AND REMOVE 10" THICK EXISTING AC/AB PAVEMENT AND CONSTRUCT 10" THICK AC BASE COURSE OVER COMPACTED NATIVE (95% RELATIVE COMPACTION) PER DETAIL 25 ON SHEET 2

(27) ADJUST MANHOLE FRAME AND COVER TO GRADE PER CITY STD ST-9

(28) ADJUST WATER VALVE TO GRADE

(31) CONSTRUCT PCC MEDIAN CURB TAPER PER SPPWC STD 140-3, OFFSET "W" AND TAPER LENGTH "L" PER PLAN

(32) REMOVE EXISTING AC/AB PAVEMENT AND NATIVE MATERIAL AND CONSTRUCT 10" THICK AC BASE COURSE OVER COMPACTED NATIVE (95% RELATIVE COMPACTION) PER DETAIL 32 ON SHEET 2

LEGEND

- PUBLIC RIGHT OF WAY
- CITY BOUNDARY
- COLDMILL PAVEMENT PER CONSTRUCTION NOTE 17
- FULL-DEPTH PAVEMENT RECONSTRUCTION
- RECONSTRUCT CURB & GUTTER
- RECONSTRUCT SIDEWALK
- RECONSTRUCT DRIVEWAY

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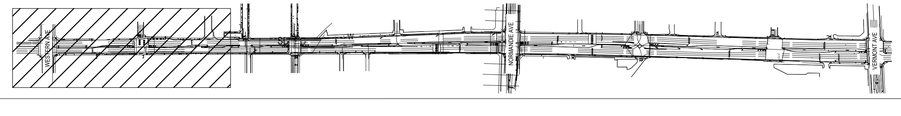
KEYMAP
SCALE: NTS



PLANS PREPARED BY:
Cannon
16542 Von Karman Avenue, Suite 150
Irvine, CA 92606
P 909.753.9111 F 909.753.0775
UNDER THE SUPERVISION OF:
GARY SOLSONA RCE 68420 — 6/5/2024 DATE

REGISTERED PROFESSIONAL ENGINEER
GARY SOLSONA
NO. C68420
EXP. 09-30-25
CIVIL
STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

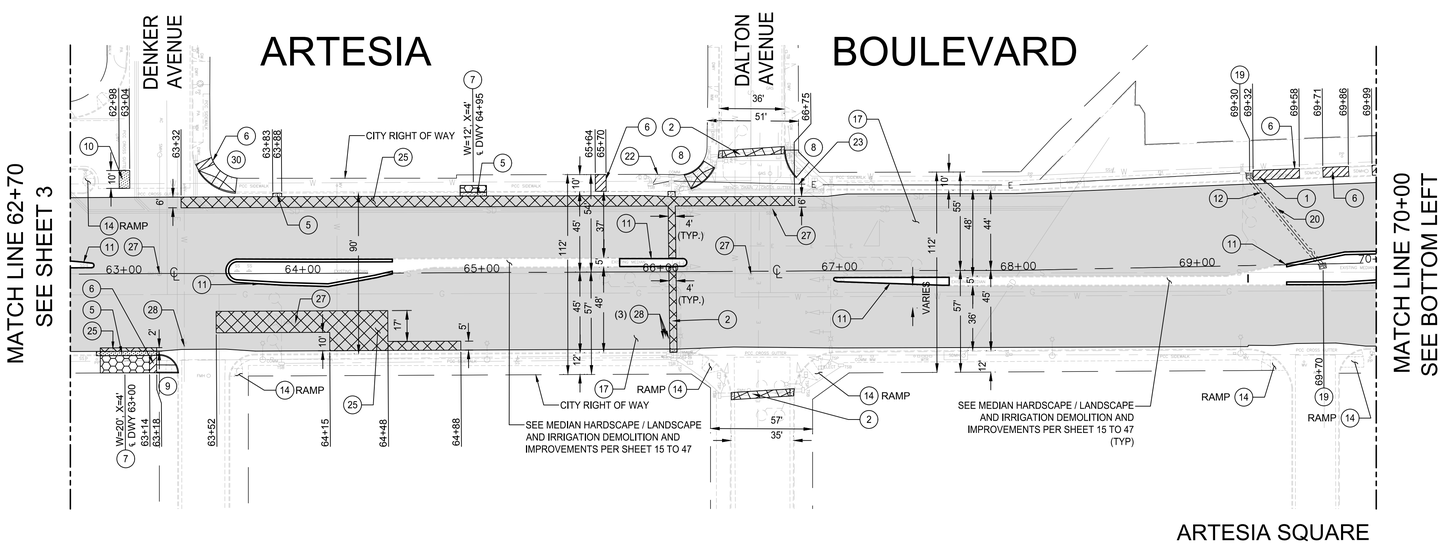
STREET IMPROVEMENT PLAN

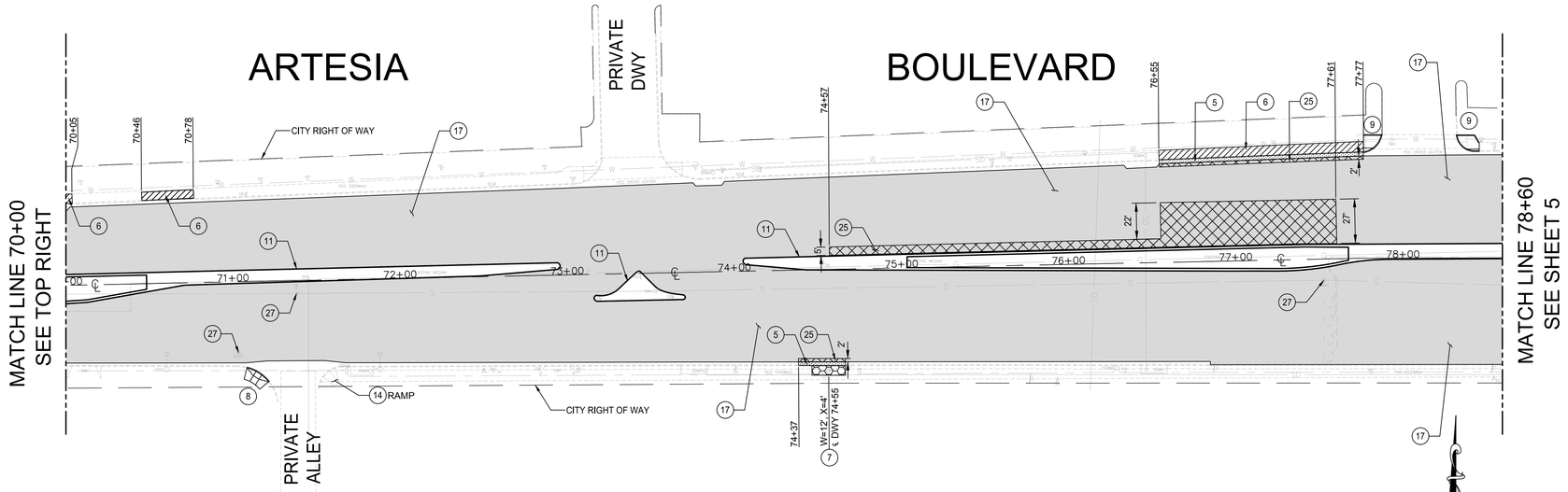
PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	AA/MC	6/5/2024
DRAWN BY	NP/KD	6/5/2024
CHECKED BY	GS	6/5/2024

APPROVED BY: SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE. DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 3 OF 47 DWG. NO. 8-1059





GENERAL NOTES:

1. ALL CROSSWALKS, ARROWS, STOPBARS, AND LEGENDS SHALL BE THERMOPLASTIC MATERIAL.
2. RAISED PAVEMENT MARKERS SHALL BE CEMENTED TO THE PAVEMENT WITH HOT MELT BITUMINOUS ADHESIVE.
3. FURNISH AND INSTALL TEMPORARY MARKERS IMMEDIATELY AFTER PAVING, SPACED AT 25 ft MAXIMUM.
4. REMOVE ALL EXISTING PAVEMENT MARKINGS BY WET SANDBLASTING (CROSS WALKS, STOP LEGENDS, ETC.). EXISTING PAVEMENT MARKINGS AND STRIPINGS TO BE REMOVED ARE NOT SHOWN ON THE PLAN. FIELD VERIFY LOCATIONS.
5. REMOVE AND DISPOSE OF ALL EXISTING RAISED PAVEMENT MARKERS WITHIN THE PROJECT LIMITS. PAYMENT SHALL BE INCLUDED IN BID ITEM PRICE FOR FURNISH AND INSTALL PAVEMENT MARKERS.
6. ADJUST UTILITY VALVE COVERS, UTILITY BOXES, TRAFFIC SIGNAL BOXES, ETC. TO FINISH GRADE. PAYMENT SHALL BE INCLUDED IN ADJACENT CONSTRUCTION.
7. ALL SURVEY CENTERLINE TIES AND MONUMENTS THAT ARE DAMAGED OR REMOVED SHALL BE RE-ESTABLISHED. THE SURVEYOR SHALL ALSO ESTABLISH CENTER LINE MONUMENTS AND TIES AT ALL STREET INTERSECTIONS WITHIN THE PROJECT LIMITS WHERE NONE EXISTED PRIOR TO CONSTRUCTION. SEE TECHNICAL PROVISIONS.
8. PROVIDE TRAFFIC CONTROL PER TECHNICAL PROVISIONS.
9. ALL STREETS ARE DRAWN WITH BREAK LINES FOR DRAWING PURPOSES. BIDS SHALL BE BASED ON STATIONING AND FIELD VERIFICATION.
10. 24 HOUR NOTICE FOR ALL INSPECTIONS REQUIRED.
11. CATCH BASINS NOT DRAWN FOR CLARITY.
12. CONTRACTORS SHALL REMOVE AND DISPOSE OF ALL TRASH AND BROKEN BRANCHES BEFORE AND AFTER PAVING.
13. PRIOR TO CUTTING OF ANY ROOTS, CALL PARKS DIVISION AT (310)217-9564 FOR APPROVAL.
14. PROTECT ALL STORM DRAINS, CATCH BASINS, ETC. WITH SAND BAGS, FABRIC AND OTHER APPROPRIATE BEST MANAGEMENT PRACTICES.
15. STREET CENTERLINE AS SHOWN ON PLAN IS APPROXIMATE.
16. PRIOR TO ANY WORK WITHIN UPRR R/W OR ANY WORK AFFECTING GRADE CROSSING OPERATIONS, CALL UPRR MANAGER OF PUBLIC PROJECTS REPRESENTATIVE NICK VINEYARD AT (909)222-5659.

STREET IMPROVEMENT NOTES

1. REMOVE, SALVAGE, AND REINSTALL SIGN AND POST IN SAME LOCATION
2. REMOVE AND DISPOSE EXISTING ASPHALT PAVEMENT. FOR INSTALLATION OF NEW TRAFFIC SIGNAL CONDUIT PER TRAFFIC SIGNAL MODIFICATION PLANS. FURNISH AND RECONSTRUCT FULL DEPTH ASPHALT PAVEMENT PER CITY STD ST-20
5. REMOVE AND DISPOSE OF EXISTING CURB AND/OR GUTTER. FURNISH AND RECONSTRUCT PCC CURB AND GUTTER OVER 6" CAB PER CITY OF GARDENA STD. ST-7, DETAIL C-1
6. REMOVE AND DISPOSE OF EXISTING SIDEWALK/ PAVEMENT. FURNISH AND RECONSTRUCT 4" PCC OVER EXISTING RECOMPACTED SUBGRADE AND/OR NEW SIDEWALK PER CITY STD. ST-5B
7. REMOVE AND DISPOSE OF EXISTING CONCRETE DRIVEWAY. FURNISH AND RECONSTRUCT CONCRETE DRIVEWAY PER CITY STD ST-1-A
8. REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT ACCESS RAMP PER MODIFIED CITY STD. ST-18, DETAIL 8, SEE SHEET 2
9. REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT ACCESS RAMP PER SPPWC STD 111-5, CASE D TYPE 2
10. REMOVE AND DISPOSE OF EXISTING CROSS GUTTER PANEL. FURNISH AND RECONSTRUCT CROSS GUTTER PANEL PER CITY STD ST-3
11. SEE LANDSCAPE DEMOLITION PLANS FOR REMOVAL OF EXISTING HARDSCAPE. PROTECT IN PLACE EXISTING MEDIAN CURB.
12. INSTALL 2" SCHEDULE 80 ELECTRICAL CONDUIT
14. PROTECT IN PLACE
17. COLDMILL PAVEMENT, 2" THICK, FULL DEPTH. REPAIR ALL HOLES, SPALLS, JOINTS AND CRACK SEAL PER TECHNICAL PROVISIONS. FURNISH AND CONSTRUCT 2" THICK ARHM PG 64-16
19. REMOVE INTERFERING PORTIONS OF EXISTING SIDEWALK AND INSTALL 11"X17" PULLBOX (BROOKS NO. 36-PB SERIES WITH BOLT DOWN CONCRETE COVER, OR APPROVED EQUAL)
20. TRENCH AND INSTALL 2" PVC SCHEDULE 40 CONDUIT SLEEVE (FOR IRRIGATION) AND 1-1/2" PVC SCHEDULE 40 CONDUIT SLEEVE (FOR CONTROLLER WIRING). BACKFILL AND RESURFACE PAVEMENT PER TRENCH RESURFACING DETAIL 20 ON SHEET 2
22. INSTALL 20AMP CIRCUIT BREAKER IN EXISTING SERVICE CABINET
23. INSTALL 2#12, 1#12 GND CONDUCTORS FOR LANDSCAPING CONTROL IN TRAFFIC SIGNAL CONDUIT
25. SAWCUT AND REMOVE 10" THICK EXISTING AC/AB PAVEMENT AND CONSTRUCT 10" THICK AC BASE COURSE OVER COMPACTED NATIVE (95% RELATIVE COMPACTION) PER DETAIL 25 ON SHEET 2
27. ADJUST MANHOLE FRAME AND COVER TO GRADE PER CITY STD ST-9
28. ADJUST WATER VALVE TO GRADE
30. REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT ACCESS RAMP PER CALTRANS STD A88A, CASE B

LEGEND

- PUBLIC RIGHT OF WAY
- CITY BOUNDARY
- COLDMILL PAVEMENT PER CONSTRUCTION NOTE 17
- FULL-DEPTH PAVEMENT RECONSTRUCTION
- RECONSTRUCT CURB & GUTTER
- RECONSTRUCT SIDEWALK
- RECONSTRUCT DRIVEWAY

0 20 40 80 120 160
SCALE: 1" = 40'

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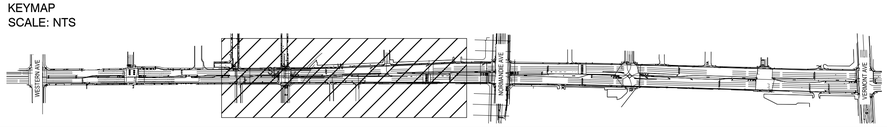

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CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION
STREET IMPROVEMENT PLAN
PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
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SHT 4 OF 47
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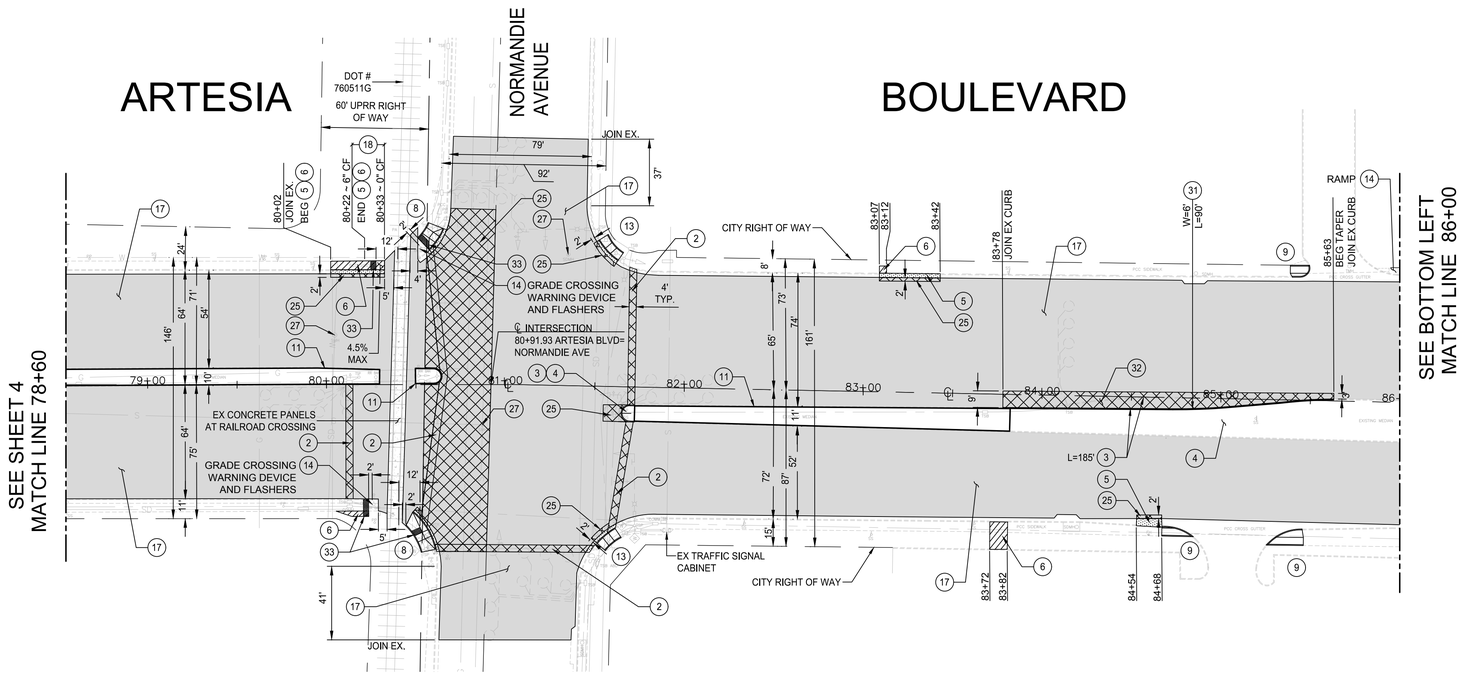

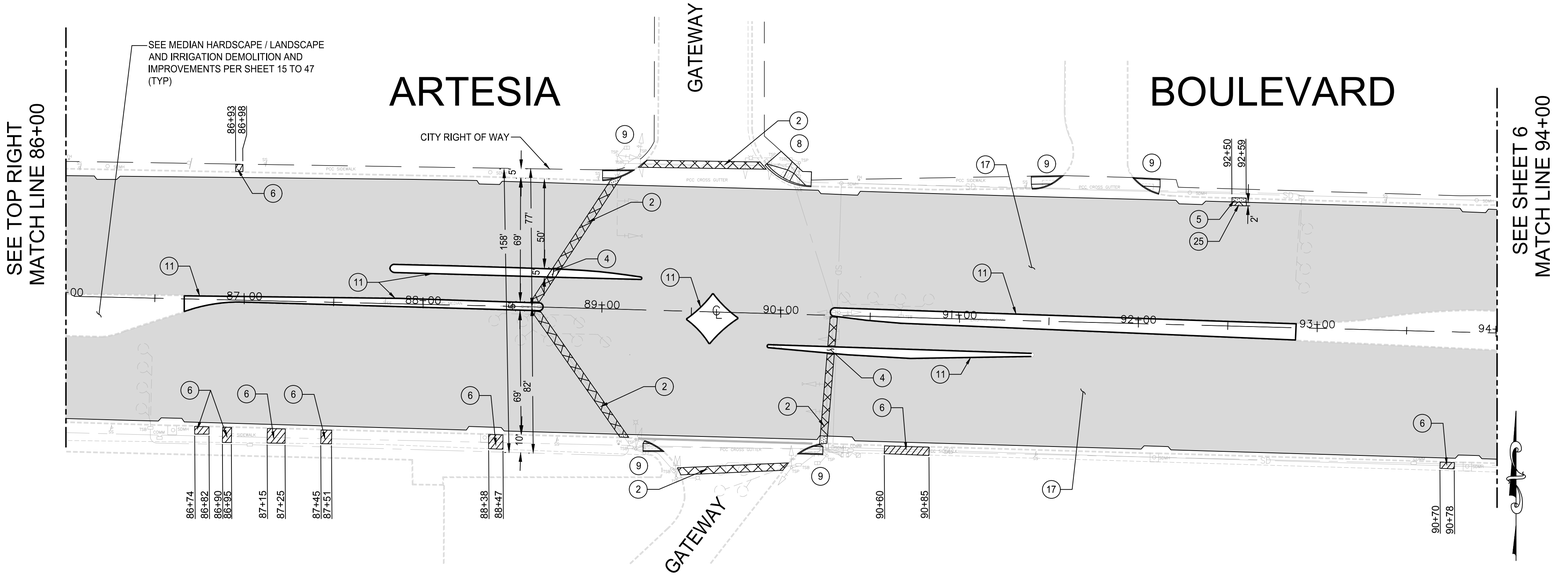

0 20 40 80 120 160

SCALE: 1" = 40'

GENERAL NOTES:

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4. REMOVE ALL EXISTING PAVEMENT MARKINGS BY WET SANDBLASTING (CROSS WALKS, STOP LEGENDS, ETC.). EXISTING PAVEMENT MARKINGS AND STRIPINGS TO BE REMOVED ARE NOT SHOWN ON THE PLAN. FIELD VERIFY LOCATIONS.
5. REMOVE AND DISPOSE OF ALL EXISTING RAISED PAVEMENT MARKERS WITHIN THE PROJECT LIMITS. PAYMENT SHALL BE INCLUDED IN BID ITEM PRICE FOR FURNISH AND INSTALL PAVEMENT MARKERS.
6. ADJUST UTILITY VALVE COVERS, UTILITY BOXES, TRAFFIC SIGNAL BOXES, ETC. TO FINISH GRADE. PAYMENT SHALL BE INCLUDED IN ADJACENT CONSTRUCTION.
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8. PROVIDE TRAFFIC CONTROL PER TECHNICAL PROVISIONS.
9. ALL STREETS ARE DRAWN WITH BREAK LINES FOR DRAWING PURPOSES. BIDS SHALL BE BASED ON STATIONING AND FIELD VERIFICATION.
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11. CATCH BASINS NOT DRAWN FOR CLARITY.
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14. PROTECT ALL STORM DRAINS, CATCH BASINS, ETC. WITH SAND BAGS, FABRIC AND OTHER APPROPRIATE BEST MANAGEMENT PRACTICES.
15. STREET CENTERLINE AS SHOWN ON PLAN IS APPROXIMATE.
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STREET IMPROVEMENT NOTES

(2) REMOVE AND DISPOSE EXISTING ASPHALT PAVEMENT. FOR INSTALLATION OF NEW TRAFFIC SIGNAL CONDUIT PER TRAFFIC SIGNAL MODIFICATION PLANS. FURNISH AND RECONSTRUCT FULL DEPTH ASPHALT PAVEMENT PER CITY STD ST-20

(3) REMOVE AND DISPOSE OF EXISTING PORTION OF MEDIAN. FURNISH AND RECONSTRUCT MEDIAN CURB PER CITY STD-7, DETAIL C-4, LENGTH PER PLAN

(4) RECONSTRUCT AFFECTED PORTION OF LANDSCAPE/HARDSCAPE/IRRIGATION WITHIN MEDIAN PER LANDSCAPE PLANS

(5) REMOVE AND DISPOSE OF EXISTING CURB AND/OR GUTTER. FURNISH AND RECONSTRUCT PCC CURB AND GUTTER OVER 6" CAB PER CITY OF GARDENA STD. ST-7, DETAIL C-1

(6) REMOVE AND DISPOSE OF EXISTING SIDEWALK/ PAVEMENT. FURNISH AND RECONSTRUCT 4" PCC OVER EXISTING RECOMPACTED SUBGRADE AND/OR NEW SIDEWALK PER CITY STD. ST-5B

(8) REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT ACCESS RAMP PER MODIFIED CITY STD. ST-18, DETAIL 8, SEE SHEET 2

(9) REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT ACCESS RAMP PER SPPWC STD 111-5, CASE D TYPE 2

(11) SEE LANDSCAPE DEMOLITION PLANS FOR REMOVAL OF EXISTING HARDSCAPE. PROTECT IN PLACE EXISTING MEDIAN CURB.

(13) REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT CURB RAMP PER MODIFIED SPPWC STD 111-5, CASE B, TYPE 2. MODIFICATION: BACK OF WALK PER PLAN

(14) PROTECT IN PLACE

(17) COLDMILL PAVEMENT, 2" THICK, FULL DEPTH. REPAIR ALL HOLES, SPALLS, JOINTS AND CRACK SEAL PER TECHNICAL PROVISIONS. FURNISH AND CONSTRUCT 2" THICK ARHM PG 64-16

(18) REMOVE AND DISPOSE OF EXISTING CURB AND/OR GUTTER. CONSTRUCT VARIABLE HEIGHT PCC CURB AND GUTTER OVER 6" CAB PER MODIFIED CITY OF GARDENA STD. ST-7, DETAIL C-1. MODIFICATION: CONSTRUCT CURB HEIGHT TRANSITION FROM 0" CF TO 6" CF, AT 4.5% MAX GRADE

(25) SAWCUT AND REMOVE 10" THICK EXISTING AC/AB PAVEMENT AND CONSTRUCT 10" THICK AC BASE COURSE OVER COMPACTED NATIVE (95% RELATIVE COMPACTION) PER DETAIL 25 ON SHEET 2

(27) ADJUST MANHOLE FRAME AND COVER TO GRADE PER CITY STD ST-9

(31) CONSTRUCT PCC MEDIAN CURB TAPER PER SPPWC STD 140-3, OFFSET "W" AND TAPER LENGTH "L" PER PLAN

(32) REMOVE EXISTING AC/AB PAVEMENT AND NATIVE MATERIAL AND CONSTRUCT 10" THICK AC BASE COURSE OVER COMPACTED NATIVE (95% RELATIVE COMPACTION) PER DETAIL 32 ON SHEET 2

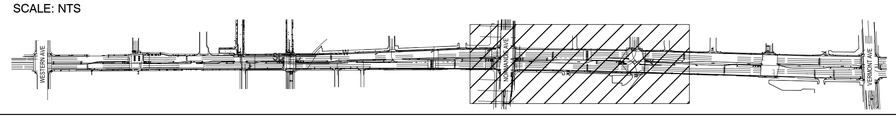
(33) INSTALL DETECTABLE WARNING SURFACE ON EXISTING SIDEWALK (3' LONG AND FULL WIDTH OF SIDEWALK). COLOR AND TYPE OF DETECTABLE WARNING SURFACE SHALL COMPLY WITH CITY STD ST-18, NOTE 8

LEGEND

- PUBLIC RIGHT OF WAY
- CITY BOUNDARY
- COLDMILL PAVEMENT PER CONSTRUCTION NOTE 17
- FULL-DEPTH PAVEMENT RECONSTRUCTION
- RECONSTRUCT CURB & GUTTER
- RECONSTRUCT SIDEWALK
- RECONSTRUCT DRIVEWAY
- CONSTRUCT PRECAST CONCRETE RAILROAD PANELS

DIGALERT
DIAL TOLL FREE 1-800-422-4133
AT LEAST TWO DAYS BEFORE YOU DIG
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

KEYMAP
SCALE: NTS



PLANS PREPARED BY:
Cannon
16842 Von Karman Avenue, Suite 150
Irvine, CA 92606
P 909.753.3111 F 909.753.0775
UNDER THE SUPERVISION OF:
GARY SOLSONA RCE 68420
6/5/2024 DATE

REGISTERED PROFESSIONAL ENGINEER GARY ESSEX A. SOLSONA NO. C68420 EXP. 09-30-25 CIVIL STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION
STREET IMPROVEMENT PLAN
PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	AA/MC	6/5/2024
DRAWN BY	NP/KD	6/5/2024
CHECKED BY	GS	6/5/2024

APPROVED BY: SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER
SHT. 5 OF 47 DWG. NO. 8-1059

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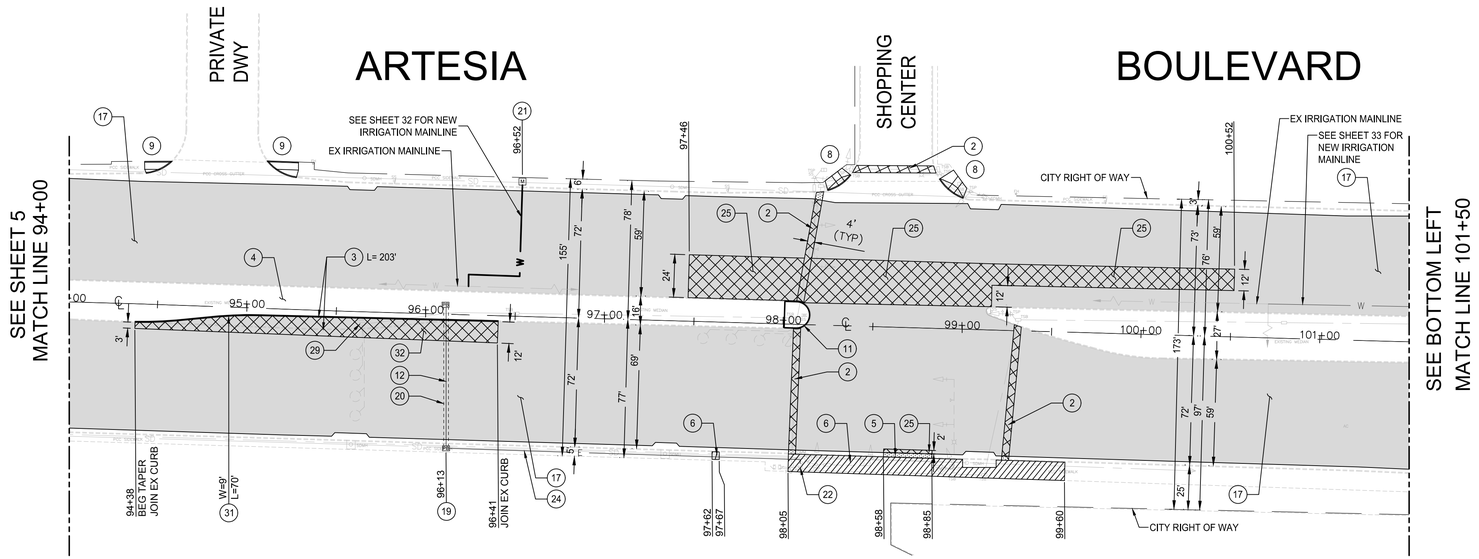

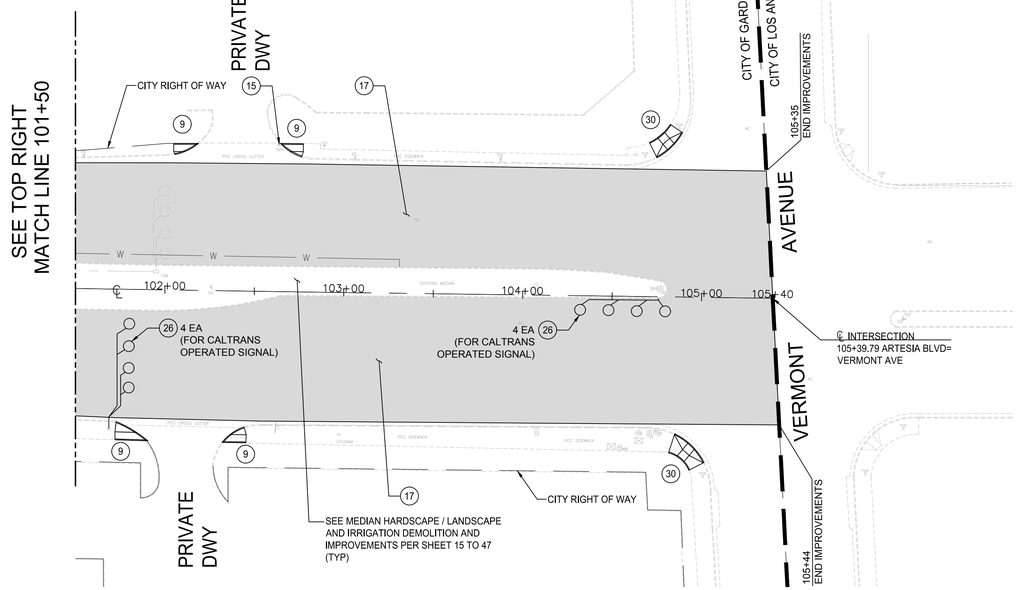

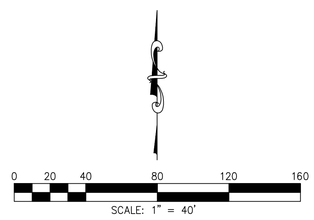

GENERAL NOTES:

1. ALL CROSSWALKS, ARROWS, STOPBARS, AND LEGENDS SHALL BE THERMOPLASTIC MATERIAL.
2. RAISED PAVEMENT MARKERS SHALL BE CEMENTED TO THE PAVEMENT WITH HOT MELT BITUMINOUS ADHESIVE.
3. FURNISH AND INSTALL TEMPORARY MARKERS IMMEDIATELY AFTER PAVING, SPACED AT 25 ft MAXIMUM.
4. REMOVE ALL EXISTING PAVEMENT MARKINGS BY WET SANDBLASTING (CROSS WALKS, STOP LEGENDS, ETC.). EXISTING PAVEMENT MARKINGS AND STRIPINGS TO BE REMOVED ARE NOT SHOWN ON THE PLAN. FIELD VERIFY LOCATIONS.
5. REMOVE AND DISPOSE OF ALL EXISTING RAISED PAVEMENT MARKERS WITHIN THE PROJECT LIMITS. PAYMENT SHALL BE INCLUDED IN BID ITEM PRICE FOR FURNISH AND INSTALL PAVEMENT MARKERS.
6. ADJUST UTILITY VALVE COVERS, UTILITY BOXES, TRAFFIC SIGNAL BOXES, ETC. TO FINISH GRADE. PAYMENT SHALL BE INCLUDED IN ADJACENT CONSTRUCTION.
7. ALL SURVEY CENTERLINE TIES AND MONUMENTS THAT ARE DAMAGED OR REMOVED SHALL BE RE-ESTABLISHED. THE SURVEYOR SHALL ALSO ESTABLISH CENTER LINE MONUMENTS AND TIES AT ALL STREET INTERSECTIONS WITHIN THE PROJECT LIMITS WHERE NONE EXISTED PRIOR TO CONSTRUCTION. SEE TECHNICAL PROVISIONS.
8. PROVIDE TRAFFIC CONTROL PER TECHNICAL PROVISIONS.
9. ALL STREETS ARE DRAWN WITH BREAK LINES FOR DRAWING PURPOSES. BIDS SHALL BE BASED ON STATIONING AND FIELD VERIFICATION.
10. 24 HOUR NOTICE FOR ALL INSPECTIONS REQUIRED.
11. CATCH BASINS NOT DRAWN FOR CLARITY.
12. CONTRACTORS SHALL REMOVE AND DISPOSE OF ALL TRASH AND BROKEN BRANCHES BEFORE AND AFTER PAVING.
13. PRIOR TO CUTTING OF ANY ROOTS, CALL PARKS DIVISION AT (310)217-9564 FOR APPROVAL.
14. PROTECT ALL STORM DRAINS, CATCH BASINS, ETC. WITH SAND BAGS, FABRIC AND OTHER APPROPRIATE BEST MANAGEMENT PRACTICES.
15. STREET CENTERLINE AS SHOWN ON PLAN IS APPROXIMATE.
16. PRIOR TO ANY WORK WITHIN UPRR R/W OR ANY WORK AFFECTING GRADE CROSSING OPERATIONS, CALL UPRR MANAGER OF PUBLIC PROJECTS REPRESENTATIVE NICK VINEYARD AT (909)222-5659.

STREET IMPROVEMENT NOTES

(2) REMOVE AND DISPOSE EXISTING ASPHALT PAVEMENT. FOR INSTALLATION OF NEW TRAFFIC SIGNAL CONDUIT PER TRAFFIC SIGNAL MODIFICATION PLANS. FURNISH AND RECONSTRUCT FULL DEPTH ASPHALT PAVEMENT PER CITY STD ST-20

(3) REMOVE AND DISPOSE OF EXISTING PORTION OF MEDIAN. FURNISH AND RECONSTRUCT MEDIAN CURB PER CITY STD-7, DETAIL C-4, LENGTH PER PLAN

(4) RECONSTRUCT AFFECTED PORTION OF LANDSCAPE/HARDSCAPE/IRRIGATION WITHIN MEDIAN PER LANDSCAPE PLANS

(5) REMOVE AND DISPOSE OF EXISTING CURB AND/OR GUTTER. FURNISH AND RECONSTRUCT PCC CURB AND GUTTER OVER 6" CAB PER CITY OF GARDENA STD. ST-7, DETAIL C-1

(6) REMOVE AND DISPOSE OF EXISTING SIDEWALK/ PAVEMENT. FURNISH AND RECONSTRUCT 4" PCC OVER EXISTING RECOMPACTED SUBGRADE AND/OR NEW SIDEWALK PER CITY STD. ST-5B

(8) REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT ACCESS RAMP PER MODIFIED CITY STD. ST-18, DETAIL 8, SEE SHEET 2

(9) REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT ACCESS RAMP PER SPPWC STD 111-5, CASE D TYPE 2

(11) SEE LANDSCAPE DEMOLITION PLANS FOR REMOVAL OF EXISTING HARDSCAPE. PROTECT IN PLACE EXISTING MEDIAN CURB.

(12) INSTALL 2" SCHEDULE 80 ELECTRICAL CONDUIT

(15) ADJUST MANHOLE FRAME AND COVER TO GRADE PER CITY STD ST-9 (BY OTHERS)

(17) COLDMILL PAVEMENT, 2" THICK, FULL DEPTH. REPAIR ALL HOLES, SPALLS, JOINTS AND CRACK SEAL PER TECHNICAL PROVISIONS. FURNISH AND CONSTRUCT 2" THICK ARHM PG 64-16

(19) REMOVE INTERFERING PORTIONS OF EXISTING SIDEWALK AND INSTALL 11"X17" PULLBOX (BROOKS NO. 36-PB SERIES WITH BOLT DOWN CONCRETE COVER, OR APPROVED EQUAL)

(20) TRENCH AND INSTALL 2" PVC SCHEDULE 40 CONDUIT SLEEVE (FOR IRRIGATION) AND 1-1/2" PVC SCHEDULE 40 CONDUIT SLEEVE (FOR CONTROLLER WIRING). BACKFILL AND RESURFACE PAVEMENT PER TRENCH RESURFACING DETAIL 20 ON SHEET 2

(21) FURNISH AND INSTALL 1-1/2" WATER METER WITH 2" SERVICE LINE PER GOLDEN STATE WATER COMPANY STD. DWG. NO. P-27 (400 SERIES HERSEY POSITIVE DISPLACEMENT WITH RAPID READ REGISTRATION) AND 1-1/2" REDUCED PRESSURE PRINCIPLE BACKFLOW PREVENTION ASSEMBLY PER DETAIL B ON IRRIGATION DETAILS SHEET 34

(22) INSTALL 20AMP CIRCUIT BREAKER IN EXISTING SERVICE CABINET

(24) INSTALL 2"C-2#12, 1#12 GND CONDUCTORS FOR LANDSCAPING CONTROL

(25) SAWCUT AND REMOVE 10" THICK EXISTING AC/AB PAVEMENT AND CONSTRUCT 10" THICK AC BASE COURSE OVER COMPACTED NATIVE (95% RELATIVE COMPACTION) PER DETAIL 25 ON SHEET 2

(26) INSTALL LOOP DETECTOR PER CALTRANS STD ES-5A AND ES-5B. FOR THE (4) LEFT TURN LOOPS, USE (1) TYPE F LIMIT LINE LOOP AND (3) TYPE E LOOPS AS PER CURRENT CALTRANS STANDARD PLANS. FOR THE (4) ADVANCE LOOPS, USE (4) TYPE E LOOPS PER CURRENT CALTRANS STANDARD PLANS.

(29) RELOCATE EXISTING TRAFFIC SIGNAL PULL BOX. SEE SHEET 11 FOR LOCATION OF NEW TRAFFIC SIGNAL PULL BOX

(30) REMOVE AND DISPOSE OF EXISTING ACCESS RAMP. FURNISH AND RECONSTRUCT ACCESS RAMP PER CALTRANS STD A88A, CASE B

(31) CONSTRUCT PCC MEDIAN CURB TAPER PER SPPWC STD 140-3, OFFSET "W" AND TAPER LENGTH "L" PER PLAN

(32) REMOVE EXISTING AC/AB PAVEMENT AND NATIVE MATERIAL AND CONSTRUCT 10" THICK AC BASE COURSE OVER COMPACTED NATIVE (95% RELATIVE COMPACTION) PER DETAIL 32 ON SHEET 2

LEGEND

- PUBLIC RIGHT OF WAY
- CITY BOUNDARY
- COLDMILL PAVEMENT PER CONSTRUCTION NOTE 17
- FULL-DEPTH PAVEMENT RECONSTRUCTION
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KEYMAP
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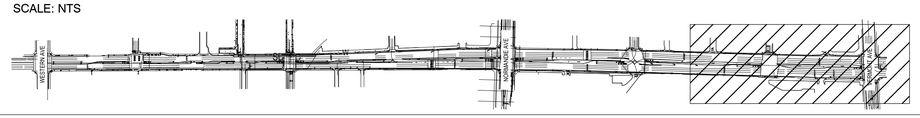

PLANS PREPARED BY:
Cannon
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P 909.753.9111 F 909.753.0775
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GARY SOLSONA RCE 68420 6/5/2024 DATE

REGISTERED PROFESSIONAL ENGINEER GARY ESSEX A. SOLSONA NO. C68420 EXP. 09-30-25 CIVIL STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION
STREET IMPROVEMENT PLAN
PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	AA/MC	6/5/2024
DRAWN BY	NP/KD	6/5/2024
CHECKED BY	GS	6/5/2024

APPROVED BY : SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER
SHT 6 OF 47 DWG. NO. 8-1059

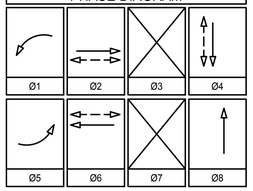
CONDUCTOR SCHEDULE

AWG SIZE, WIRE OR CABLE TYPE	POLE	CIRCUIT	CONDUIT RUN NUMBER 1	2	3	4	5	6	7	8
12 CSC / 3 CSC	1	Ø1, Ø6, Ø6P, Ø4PPB	- / -	- / -	- / -	1 / -	1 / -	1 / -	1 / -	1 / -
	2	Ø8, Ø4P, Ø6PPB	- / -	- / -	- / -	- / -	1 / 1	1 / 1	1 / 1	1 / 1
	3	Ø8	- / -	- / -	- / -	- / -	- / -	1 / -	1 / -	1 / -
	4	Ø6PPB	- / -	- / -	- / -	- / -	- / -	- / 1	- / 1	- / 1
	5	Ø5, Ø6P	- / -	- / -	- / -	- / -	- / -	- / -	1 / 1	1 / 1
	6	Ø2, Ø4, Ø5, Ø2P, Ø2PPB	- / 2	1 / -	- / -	- / -	- / -	- / -	2 / 1	2 / 1
	7	Ø1, Ø4, Ø2P, Ø4P, Ø2PPB, Ø4PPB	1 / 2	1 / 2	- / -	- / -	- / -	- / -	1 / 2	1 / 2
		TOTAL CABLES	1 / 2	3 / 3	- / -	1 / 1	2 / 2	3 / 3	7 / 6	7 / 6
#10		SIGNAL COMMON	1	1	-	1	1	1	1	1
		LUMINAIRE	2	2	-	2	2	2	2	2
		TOTAL	3	3	-	3	3	3	3	3
#12		I.I.S.N.S.	-	2	-	2	2	2	2	2
TYPE B DETECTOR LEAD-IN CABLE		Ø1 DETECTOR LOOP	-	-	-	-	-	-	1	1
		Ø2 DETECTOR LOOP	3	3	3	3	3	3	6	6
		Ø4 DETECTOR LOOP	-	-	-	-	2	2	2	2
		Ø5 DETECTOR LOOP	-	-	1	1	1	1	1	1
		Ø6 DETECTOR LOOP	-	-	-	-	-	-	3	6
		Ø8 DETECTOR LOOP	-	1	-	-	-	-	1	1
		TOTAL DLC	3	4	4	4	6	6	14	17
EVP CABLE			-	1	-	1	1	1	2	2
12-SMFO			-	-	-	-	-	-	-	1 (E)
CONDUIT SIZES			3"	3"(E)	3"(E)	3"	3"(E)	4"	1-3", 1-3"(E)	2-3"(E)
PERCENT FILL (%)			15	33	4	16	26	20	38	41

ALL CONDUITS AND CONDUCTORS ARE NEW UNLESS OTHERWISE NOTED: (E) = EXISTING

CONDUCTOR SCHEDULE IS FURNISHED AS AN INSTALLATION GUIDE ONLY. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO PROVIDE THE CORRECT CONDUCTORS REQUIRED FOR THE INTENDED OPERATIONS.

PHASE DIAGRAM

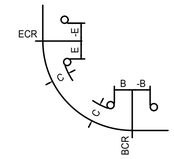


POLE SCHEDULE

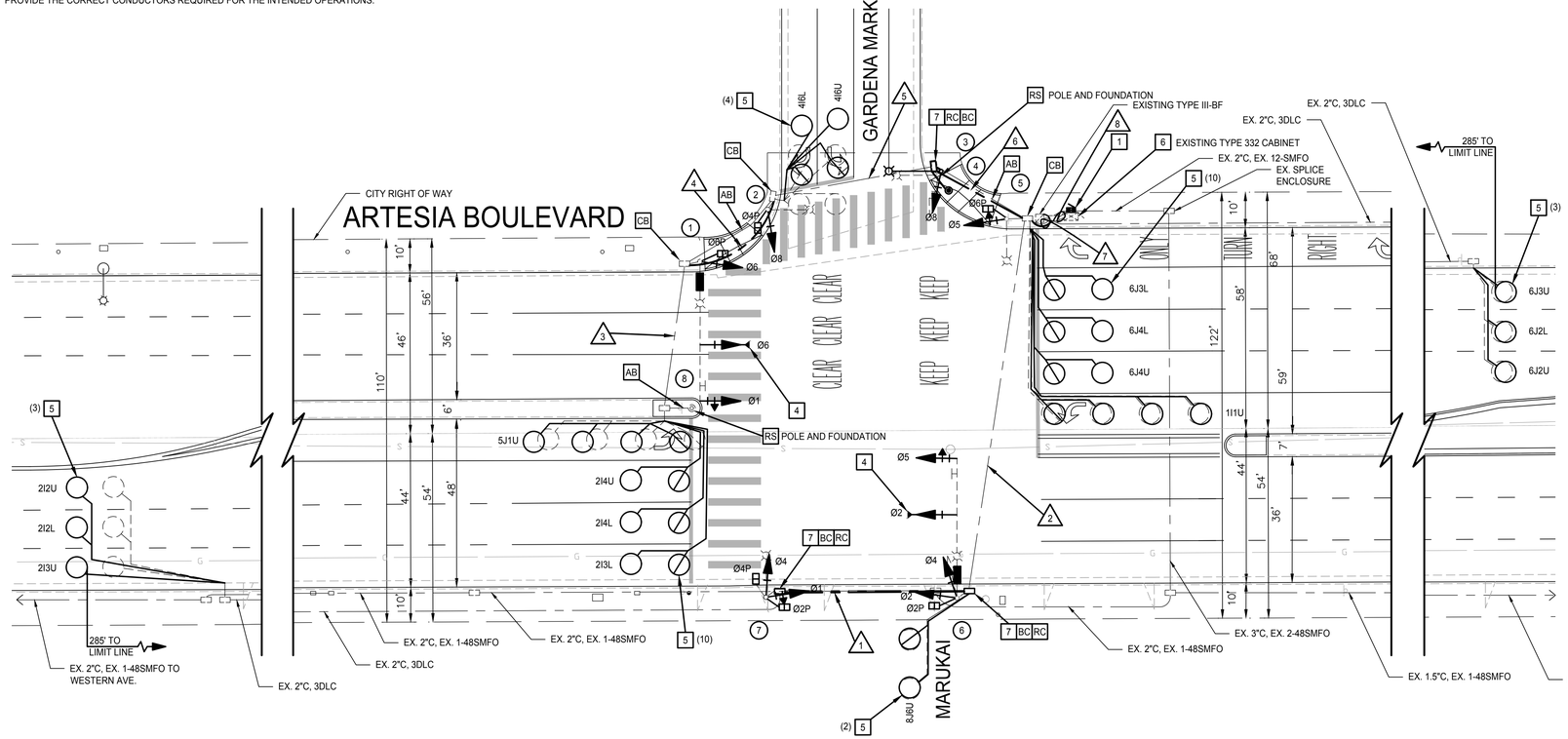
NO.	POLE DATA TYPE	HEIGHT	SIGNAL M.A.	L.E.D.LUMINAIRE ▲ M.A.	WATTS(EQ)	SIGNAL MOUNTINGS VEHICULAR	M.A.	PEDESTRIAN	PPB Ø	POLE LOCATION E	B	C	LED TYPE "A" IISNS (DOUBLE FACE)
1	26-4-70(E)	30'	40' (E)	12' (E)	91 (E)	SV-1-T	2-MAS	SP-1-T	4	-	-	-	GARDENA MARKET PL
2	15TS (E)	30'	-	12' (E)	139 (E)	SV-1-T	-	SP-1-T	6	-	-	-	-
3	15TS	30'	-	12'	91	SV-1-T	-	-	-	8.5'	-	4'	-
4	PPB	5'	-	-	-	-	-	-	6	14'	-	3'	-
5	15TS (E)	30'	-	12' (E)	91 (E)	SV-1-T	-	SP-1-T	-	-	-	-	-
6	26-4-70 (E)	30'	40' (E)	12' (E)	91 (E)	SV-2-TA	2-MAS	SP-1-T	2	-	-	-	MARUKAI
7	15TS (E)	30'	-	12' (E)	91 (E)	SV-2-TA	-	SP-2-T	2/4	-	-	-	-
8	PPB (R)	5'	-	-	-	-	-	-	4 (R)	-	-	-	-

ALL EQUIPMENT IS NEW UNLESS OTHERWISE NOTED: (E) = EXISTING, (R) = REMOVE

▲ L.E.D LUMINAIRE FIXTURE SHALL BE LEOTEK (EC3-10M-MV-NW-3-GY-700-WL) OR APPROVED BY CITY ENGINEER.



POLE PLACEMENT



GENERAL NOTES (THIS SHEET ONLY):

1. ALL EXISTING SIGNAL/PEDESTRIAN HEADS, AND PEDESTRIAN PUSH BUTTONS SHALL BE REMOVED AND SALVAGED.

TRAFFIC SIGNAL NOTES:

1. FURNISH AND INSTALL NEW BATTERY BACKUP SYSTEM COMPLETE IN NEW EXTERNAL BACKPACK CABINET.
4. FURNISH AND INSTALL NEW OPTICOM EMERGENCY VEHICLE PREEMPTION SENSOR ON TRAFFIC SIGNAL EQUIPMENT PER MANUFACTURER'S REQUIREMENTS.
5. FURNISH AND INSTALL NEW TYPE E LOOPS PER CITY OF GARDENA STANDARD DETAIL ST-24.
6. REMOVE AND SALVAGE EXISTING CONTROLLER FROM CABINET. FURNISH AND INSTALL NEW MODEL 2070 ATC CONTROLLER. FURNISH SPARE 2070 ATC CONTROLLER. CONTRACTOR SHALL FURNISH AND INSTALL ALL EQUIPMENT AND COMPLETE ALL CONNECTIONS FOR A FULLY FUNCTIONAL TRAFFIC SIGNAL.
7. FURNISH AND INSTALL NEW #6 PULL BOX.
CB. INSTALL CONDUIT INTO EXISTING PULL BOX.
BC. INSTALL PULL BOX IN EXISTING CONDUIT RUN.
RS. REMOVE AND SALVAGE EQUIPMENT.
RC. EQUIPMENT OR MATERIAL TO BE REMOVED AND BECOME THE PROPERTY OF THE CONTRACTOR.
AB. ABANDON. IF APPLIED TO CONDUIT, REMOVE CONDUCTORS.



20 0 20 40

SCALE: 1"=20'

TRAFFIC SIGNAL MODIFICATION PLAN
ARTESIA BLVD AT GARDEN MARKET PLACE

PLANS PREPARED BY:
iteris
1700 Carnegie Avenue, Suite 100
Santa Ana, CA 92705-5501
Phone: (949) 270-9460
Fax: (949) 270-9461
UNDER THE SUPERVISION OF:
PAUL FRISLIE RCE 72982 — 6-5-24 DATE

REGISTERED PROFESSIONAL ENGINEER PAUL FRISLIE No. 72982 CIVIL STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

TRAFFIC SIGNAL MODIFICATION PLAN

PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	M.A.G.	6/5/24
DRAWN BY	M.A.G.	6/5/24
CHECKED BY	P.M.F.	6/5/24

APPROVED BY : SEE SHEET 1 FOR SIGNATURE — DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 7 OF 47 — DWG. NO. 5-2597

CONDUCTOR SCHEDULE

AWG SIZE, WIRE OR CABLE TYPE	POLE	CIRCUIT	CONDUIT RUN NUMBER 1	2	3	4	5	6	7	8	9
12 CSC / 3 CSC	1	Ø1, Ø6, Ø6P, Ø4PPB	- - -	- - -	- - -	- - -	- - -	- - -	- - -	1 1 1	1 1 1
	2	Ø8, Ø4P, Ø6PPB	- - -	- - -	- - -	- - -	- - -	- - -	1 1 1	1 1 1	1 1 1
	3	Ø8, Ø8P, Ø6PPB	- - -	- - -	- - -	- - -	- - -	1 1 1	1 1 1	1 1 1	1 1 1
	4	Ø5, Ø6P, Ø8PPB	- - -	- - -	- - -	- - -	1 1 1	1 1 1	1 1 1	1 1 1	1 1 1
	5	Ø2, Ø5, Ø2P, Ø2PPB, Ø8PPB	1 2 1	2 1 2	1 2 1	2 1 2	- - -	- - -	- - -	1 2 1	1 2 1
	6	Ø4, Ø8P	- - -	1 1 1	1 - -	- - -	- - -	- - -	- - -	1 - -	1 - -
	7	Ø4, Ø4P	- - -	- - -	1 1 1	1 - -	- - -	- - -	- - -	1 - -	1 - -
	8	Ø1, Ø2P, Ø2PPB, Ø4PPB	- - -	- - -	- - -	1 2 -	- - -	- - -	- - -	1 2 -	1 2 -
TOTAL CABLES			1 2 2	2 2 2	3 2 4	4 4 1	1 1 2	2 2 3	3 3 8	8 8 8	8 8 8
#10		SIGNAL COMMON	1	1	1	1	1	1	1	1	1
		LUMINAIRE	2	2	2	2	2	2	2	2	2
		TOTAL	3	3	3	3	3	3	3	3	3
#12		I.I.S.N.S.	2	2	2	2	-	-	-	2	2
TYPE B DETECTOR LEAD-IN CABLE		Ø1 DETECTOR LOOP	-	-	-	-	1	1	1	1	1
		Ø2 DETECTOR LOOP	-	-	-	6	-	-	-	6	6
		Ø4 DETECTOR LOOP	-	-	-	-	-	-	1	1	1
		Ø5 DETECTOR LOOP	-	-	-	1	-	-	-	1	1
		Ø6 DETECTOR LOOP	-	-	-	-	6	6	6	6	6
		Ø8 DETECTOR LOOP	-	2	2	2	-	-	-	2	2
		TOTAL DLC	-	2	2	9	7	7	8	17	17
EVP CABLE			1	1	1	1	-	-	-	2	2
CCTV CABLE			-	-	-	-	-	-	-	1 (E)	1 (E)
12-SMFO			-	-	-	-	-	-	-	1 (E)	1 (E)
48-SMFO			-	-	-	2 (E)	-	-	-	-	-
CONDUIT SIZES			3"(E)	3"(E)	3"(E)	2-4"	3"(E)	3"(E)	4"	2-4" 1-2"	2-4" 2-2"
PERCENT FILL (%)			14	22	29	15	17	26	21	24	22

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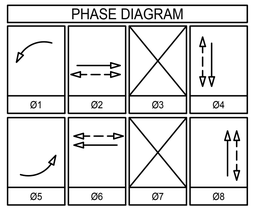
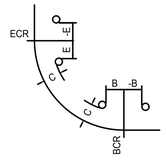




POLE PLACEMENT

POLE SCHEDULE

POLE DATA NO.	TYPE	HEIGHT	SIGNAL M.A.	L.E.D.LUMINAIRE M.A.	WATTS(EQ)	SIGNAL MOUNTINGS VEHICULAR	M.A.	PEDESTRIAN	PPB Ø	POLE LOCATION E	B	C	LED TYPE "A" IISNS (DOUBLE FACE)
1	29-5-100 (E)	30'	45' (E)	12' (E)	91 (E)	SV-1-T	3-MAS	SP-1-T	4	-	-	-	DALTON AVE
2	15TS (E)	30'	-	8' (E)	91 (E)	SV-1-T	-	SP-1-T	6	-	-	-	-
3	1-A (E)	10'	-	-	-	TV-1-T	-	SP-1-T	6	-	-	-	-
4	15TS (E)	30'	-	12' (E)	91 (E)	SV-1-T	-	SP-1-T	8	-	-	-	-
5	29-5-100(E)	30'	45' (E)	12' (E)	91 (E)	SV-1-T	3-MAS	SP-1-T	2,8	-	-	-	DALTON AVE
6	15TS (E)	30'	-	8' (E)	91 (E)	SV-1-T	-	SP-1-T	-	-	-	-	-
7	1-A (E)	10'	-	-	-	TV-1-T	-	SP-1-T	-	-	-	-	-
8	15TS (E)	30'	-	12' (E)	91 (E)	SV-1-T	-	SP-1-T	2,4	-	-	-	-

ALL EQUIPMENT IS NEW UNLESS OTHERWISE NOTED: (E) = EXISTING

GENERAL NOTES (THIS SHEET ONLY):

1. ALL EXISTING SIGNAL/PEDESTRIAN HEADS, AND PEDESTRIAN PUSH BUTTONS SHALL BE REMOVED AND SALVAGED.

TRAFFIC SIGNAL NOTES:

1 FURNISH AND INSTALL NEW BATTERY BACKUP SYSTEM COMPLETE IN NEW EXTERNAL BACKPACK CABINET.

2 REMOVE EXISTING 332 CABINET WITH CARE. RETURN CABINET AND ALL CONTENTS TO CITY TRAFFIC SIGNAL DIVISION. REMOVE AND DISPOSE OF CABINET FOUNDATION COMPLETE. FURNISH AND INSTALL NEW TYPE 332 CABINET ON NEW FOUNDATION WITH NEW MODEL 2070 ATC CONTROLLER. FURNISH SPARE 2070 ATC CONTROLLER. CONTRACTOR SHALL FURNISH AND INSTALL ALL EQUIPMENT AND COMPLETE ALL CONNECTIONS FOR A FULLY FUNCTIONAL TRAFFIC SIGNAL.

4 FURNISH AND INSTALL NEW OPTICOM EMERGENCY VEHICLE PREEMPTION SENSOR ON TRAFFIC SIGNAL EQUIPMENT PER MANUFACTURER'S REQUIREMENTS.

5 FURNISH AND INSTALL NEW TYPE E LOOPS PER CITY OF GARDENA STANDARD DETAIL ST-24.

7 FURNISH AND INSTALL NEW #6 PULL BOX.

8 FURNISH AND INSTALL NEW #6E PULL BOX.

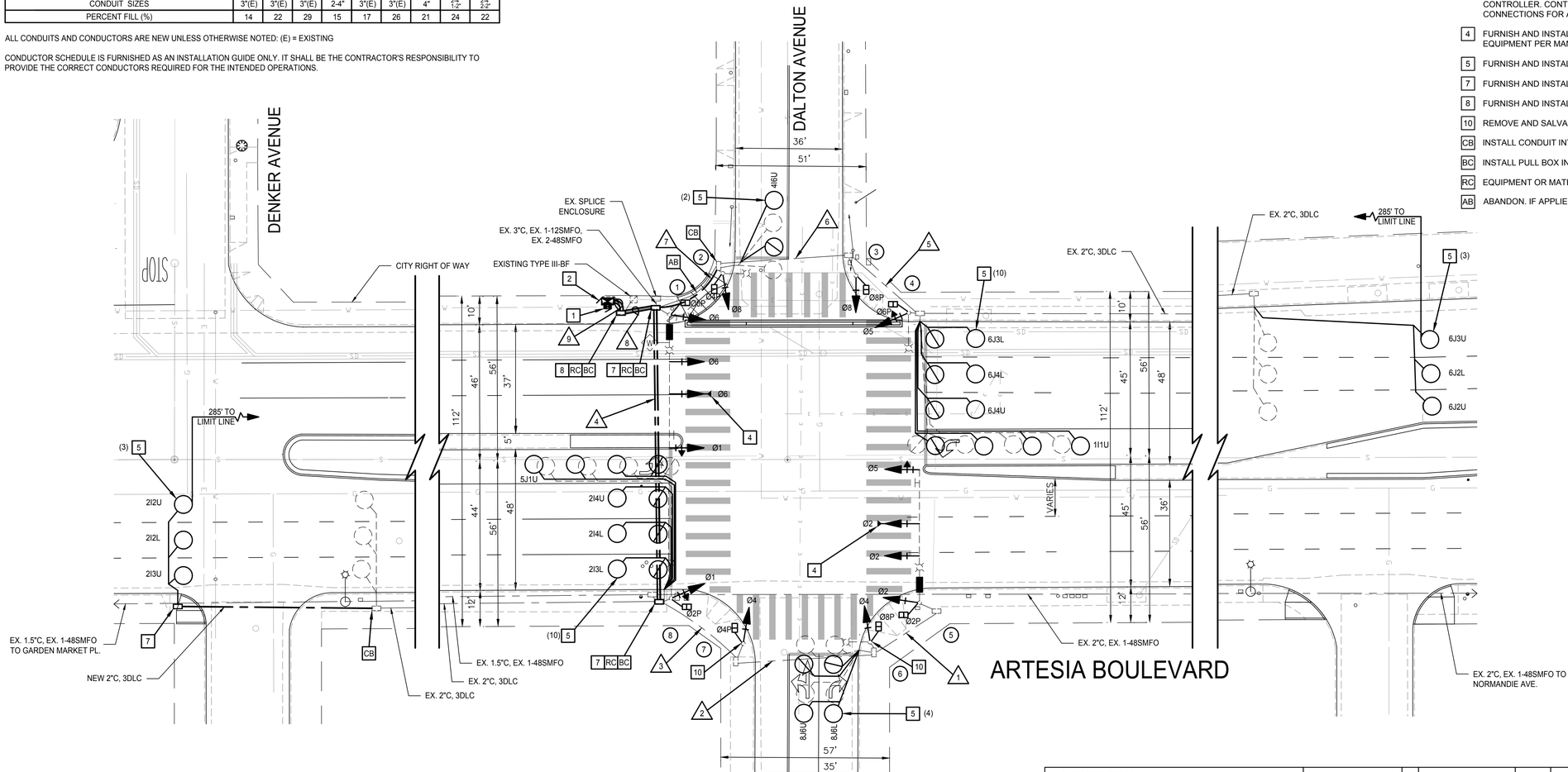
10 REMOVE AND SALVAGE EXISTING PEDESTRIAN PUSH BUTTON AND PLUG HOLE.

CB INSTALL CONDUIT INTO EXISTING PULL BOX.

BC INSTALL PULL BOX IN EXISTING CONDUIT RUN.

RC EQUIPMENT OR MATERIAL TO BE REMOVED AND BECOME THE PROPERTY OF THE CONTRACTOR.

AB ABANDON. IF APPLIED TO CONDUIT, REMOVE CONDUCTORS.





SCALE: 1"=20'

TRAFFIC SIGNAL MODIFICATION PLAN
ARTESIA BLVD AT DALTON AVENUE

PLANS PREPARED BY:
iteris
1700 Carnegie Avenue, Suite 100
Santa Ana, CA 92705-5501
Phone: (949) 270-9400
Fax: (949) 270-9401

UNDER THE SUPERVISION OF:

PAUL FRISLIE RCE 72982 — 6-5-24 DATE

REGISTERED PROFESSIONAL ENGINEER PAUL FRISLIE No. 72982 CIVIL STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

TRAFFIC SIGNAL MODIFICATION PLAN

PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	M.A.G.	6/5/24
DRAWN BY	M.A.G.	6/5/24
CHECKED BY	P.M.F.	6/5/24

APPROVED BY : SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

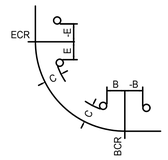
SHT 8 OF 47 — DWG. NO. 5-2597

POLE SCHEDULE

POLE DATA			SIGNAL M.A.	L.E.D.LUMINAIRE ▲		SIGNAL MOUNTINGS			PPB	POLE LOCATION			LED TYPE "A" IISNS (DOUBLE FACE)
NO.	TYPE	HEIGHT	M.A.	M.A.	WATTS(EQ)	VEHICULAR	M.A.	PEDESTRIAN	Ø	E	B	C	
1	61-5-129 (E)	30'	60' (E)	15' (E)	139 (E)	SV-2-TA	2-MAS	SP-1-T	6	-	-	-	NORMANDIE AVE
2	26-4-70 (E)	30'	45' (E)	12' (E)	139 (E)	SV-1-T	2-MAS	SP-1-T	6	-	-	-	ARTESIA BLVD
3	15TS (E)	30'	-	12' (E)	139 (E)	SV-2-TA	-	SP-1-T	8	-	-	-	-
4	33	17'	10'	-	-	SV-1-T/SV-1	MAS	-	-	-	-	-	-
5	26-4-70 (E)	30'	40' (E)	15' (E)	139 (E)	SV-1-T	2-MAS	SP-1-T	8	-	-	-	NORMANDIE AVE
6	1-A	10'	-	-	-	TV-2-T	-	SP-1-T	2	-	12'	5.5'	-
7	26A-4-100	35'	40'	15'	139	SV-1-T	2-MAS	SP-1-T	2	6.5'	-	4.5'	ARTESIA BLVD
8	15TS	30'	-	12'	139	SV-2-TA	-	-	-	-	-18'	2.5'	-
9	1-A (E)	8'	-	-	-	SV-1	-	-	-	-	-	-	-
10	33 (E)	17'	10' (E)	-	-	SV-1-T	MAS	-	-	-	-	-	-

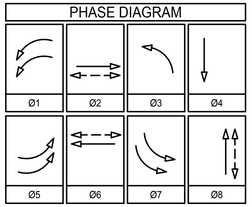
ALL EQUIPMENT IS NEW UNLESS OTHERWISE NOTED: (E) = EXISTING

▲ L.E.D LUMINAIRE FIXTURE SHALL BE LEOTEK (EC3-10M-MV-NW-3-GY-700-WL) OR APPROVED BY CITY ENGINEER.



POLE PLACEMENT

PHASE DIAGRAM



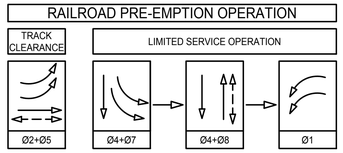
CONDUCTOR SCHEDULE

AWG SIZE, WIRE OR CABLE TYPE	POLE	CIRCUIT	CONDUIT RUN NUMBER 1	2	3	4	5	6	7	8	9	10	11
12 CSC / 3 CSC	1	Ø3, Ø4, Ø6P, Ø6PPB	1 / 1	- / -	- / -	- / -	1 / 1	- / -	- / -	1 / 1	1 / 1	- / -	- / -
	2	Ø3, Ø8, Ø8P, Ø6PPB	- / -	- / -	- / -	- / -	- / -	1 / 1	1 / 1	1 / 1	1 / 1	- / -	- / -
	3	Ø5, Ø6, Ø6P Ø8PPB	- / -	- / -	- / -	- / -	- / -	- / -	1 / 1	1 / 1	1 / 1	- / -	- / -
	4	Ø1, Ø5	- / -	- / -	- / -	- / -	- / -	- / -	- / -	1 / 1	1 / 1	- / -	- / -
	5	Ø2, Ø2P, Ø8PPB	- / -	- / -	- / -	- / -	- / -	- / -	- / -	- / -	1 / 1	- / -	- / -
	6	Ø7, Ø8, Ø8P, Ø2PPB	- / -	- / -	- / -	- / -	- / -	- / -	- / -	1 / 1	1 / 1	- / -	- / -
	7	Ø4, Ø7, Ø2P, Ø2PPB	- / -	- / -	- / -	- / -	1 / 1	- / -	- / -	1 / 1	1 / 1	- / -	- / -
	8	Ø1, Ø2	- / -	- / -	- / -	1 / 1	1 / 1	- / -	- / -	1 / 1	1 / 1	- / -	- / -
	9	Ø5	- / -	- / -	1 / -	1 / -	1 / -	- / -	- / -	1 / -	1 / -	- / -	- / -
	10	Ø1	- / -	1 / -	1 / -	1 / -	1 / -	- / -	- / -	1 / -	1 / -	- / -	- / -
		TOTAL CABLES	1 / 1	1 / -	2 / -	3 / -	5 / 2	2 / 2	2 / 2	9 / 3	10 / 5	6 / -	- / -
#10		SIGNAL COMMON	1	1	1	1	1	1	1	1	1	-	-
		LUMINAIRE	2	-	-	2	2	2	2	2	2	-	-
		TOTAL	3	1	1	3	3	3	3	3	3	-	-
#12		I.I.S.N.S.	2	-	-	-	2	2	2	2	2	-	-
TYPE B DETECTOR LEAD-IN CABLE		Ø1 DETECTOR LOOP	-	-	-	-	-	-	2	2	2	-	-
		Ø2 DETECTOR LOOP	-	-	8	8	-	-	8	8	-	-	-
		Ø3 DETECTOR LOOP	-	-	-	-	-	-	-	2	2	2	-
		Ø4 DETECTOR LOOP	4	-	-	-	4	-	-	4	4	-	-
		Ø5 DETECTOR LOOP	-	-	2	2	2	-	-	2	2	-	-
		Ø6 DETECTOR LOOP	-	-	-	-	-	-	8	8	8	-	-
		Ø7 DETECTOR LOOP	2	-	-	-	2	-	-	2	2	-	-
		Ø8 DETECTOR LOOP	-	-	-	-	-	-	-	5	5	5	-
		TOTAL DLC	6	10	10	10	16	-	10	33	33	7	-
5 CSC		LED BLANK OUT SIGN	1	-	-	-	2	-	-	2	2	-	-
3 CSC		RAILROAD PREEMPTION	-	-	1	1	1	-	-	1	1	-	1
		EVP CABLE	1	-	-	-	3	-	-	3	4	-	-
		CCTV CABLE	-	-	-	-	1 (E)	-	-	1 (E)	1 (E)	-	-
		12-SMFO	-	-	-	-	-	-	-	-	1 (E)	-	-
		CONDUIT SIZES	3"(E)	2"(E)	3"(E)	4"	2-4"	3"	4"	2-4" 1-2"	2-4" 2-2"	2"	3"
		PERCENT FILL (%)	20	16	26	20	20	19	21	30	30	5	1

ALL CONDUITS AND CONDUCTORS ARE NEW UNLESS OTHERWISE NOTED: (E) = EXISTING

CONDUCTOR SCHEDULE IS FURNISHED AS AN INSTALLATION GUIDE ONLY. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO PROVIDE THE CORRECT CONDUCTORS REQUIRED FOR THE INTENDED OPERATIONS.

RAILROAD PRE-EMPTION OPERATION



1. UPON ACTUATION OF RAILROAD PRE-EMPTION, SIGNAL SHALL TERMINATE ANY PHASE EXCEPT FOR THE RAILROAD CLEARANCE PHASES OF 2 AND 5.
2. RAILROAD CLEARANCE PHASES OF 2 AND 5 DISPLAY GREEN FOR 10 SECONDS.
3. LIMITED SERVICE PHASES OF 1, 4, 7, 8 SHALL OPERATE IN THE ORDER SHOWN ABOVE UNTIL END OF PRE-EMPTION.

GENERAL NOTES (THIS SHEET ONLY):

1. ALL EXISTING SIGNAL/PEDESTRIAN HEADS, AND PEDESTRIAN PUSH BUTTONS SHALL BE REMOVED AND SALVAGED.
2. CONTACT UPRR MANAGER OF PUBLIC PROJECTS PRIOR TO ANY WORK WITHIN UPRR ROW OR ANY WORK AFFECTING GRADE CROSSING OPERATIONS.

TRAFFIC SIGNAL NOTES:

1. FURNISH AND INSTALL NEW BATTERY BACKUP SYSTEM COMPLETE IN NEW EXTERNAL BACKPACK CABINET.
3. REMOVE EXISTING TRAFFIC SIGNAL CABINET AND TEMPORARILY INSTALL TO MAINTAIN SIGNAL OPERATION. REMOVE EXISTING FOUNDATION AND INSTALL NEW FOUNDATION WITH NOTED CONDUIT SIZES. REINSTALL EXISTING TRAFFIC SIGNAL CABINET.
4. FURNISH AND INSTALL NEW OPTICOM EMERGENCY VEHICLE PREEMPTION SENSOR ON TRAFFIC SIGNAL EQUIPMENT PER MANUFACTURER'S REQUIREMENTS.
5. FURNISH AND INSTALL NEW TYPE E LOOPS PER CITY OF GARDENA STANDARD DETAIL ST-24.
7. FURNISH AND INSTALL NEW #6 PULL BOX.
8. FURNISH AND INSTALL NEW #6E PULL BOX.
12. FURNISH AND INSTALL NEW CONDUIT VIA HAND DIGGING BETWEEN PULL BOX AND RAILROAD SIGNAL CASE.
13. FURNISH AND INSTALL NEW 1-3" LB RIGID THREADED TYPE CONDUIT BODY TO ENTER THE RAILROAD SIGNAL CABINET. INSTALL RAILROAD PREEMPTION CABLE IN LB RIGID THREADED TYPE CONDUIT.
14. DISCONNECT EXISTING RAILROAD PREEMPTION CABLES. TERMINATE NEW RAILROAD SIGNAL INTERCONNECT CABLE IN TRAFFIC SIGNAL CABINET WITH SAME WIRING AS BEFORE (POWER FROM FROM T1 #6, BACK FROM RAILROAD TO TB9 #11). ONLY DC VOLTAGE SHALL BE USED FOR TRAFFIC SIGNAL PREEMPTION.
15. PROVIDE AN UPDATED INTERCONNECTED WARNING LABEL IN TRAFFIC SIGNAL CABINET WITH UP-TO-DATE HIGHWAY AND RAILROAD MAINTENANCE CONTACT INFORMATION.
16. FURNISH AND INSTALL TYPE R3-1 BLANK-OUT SIGN ON SIGNAL POLE. FURNISH AND INSTALL ALL WIRING BACK TO THE SIGNAL CABINET INCLUDING A NEW LOAD SWITCH. PROPER CONNECTIONS SHALL BE MADE TO ACTIVATE DURING RAILROAD PREEMPTION.
17. DETACH EXISTING RAILROAD PREEMPTION IN EXISTING RAILROAD SIGNAL CASE. TERMINATE NEW RAILROAD SIGNAL INTERCONNECT IN EXISTING RAILROAD SIGNAL CASE.
18. REMOVE AND SALVAGE EXISTING CONTROLLER FROM CABINET. FURNISH AND INSTALL NEW MODEL 2070 ATC CONTROLLER WITH OMNI FIRMWARE. FURNISH AND INSTALL NEW RAILROAD DC ISOLATER. FURNISH SPARE 2070 ATC CONTROLLER. CONTRACTOR SHALL FURNISH AND INSTALL ALL EQUIPMENT AND COMPLETE ALL CONNECTIONS FOR A FULLY FUNCTIONAL TRAFFIC SIGNAL.

CB INSTALL CONDUIT INTO EXISTING PULL BOX.

BC INSTALL PULL BOX IN EXISTING CONDUIT RUN.

RS REMOVE AND SALVAGE EQUIPMENT.

RC EQUIPMENT OR MATERIAL TO BE REMOVED AND BECOME THE PROPERTY OF THE CONTRACTOR.

RL RELOCATE EQUIPMENT.

CC CONNECT NEW AND EXISTING CONDUIT. REMOVE EXISTING CONDUCTORS AND INSTALL CONDUCTORS AS INDICATED.

AB ABANDON. IF APPLIED TO CONDUIT, REMOVE CONDUCTORS.

TRAFFIC SIGNAL MODIFICATION PLAN
ARTESIA BLVD AT NORMANDIE AVENUE

PLANS PREPARED BY:
iteris
1700 Carnegie Avenue, Suite 100
Santa Ana, CA 92705-5551
Phone: (949) 270-9460
Fax: (949) 270-9461
UNDER THE SUPERVISION OF:
PAUL FRISLIE RCE 72982
6-5-24
DATE

REGISTERED PROFESSIONAL ENGINEER PAUL FRISLIE No. 72982 CIVIL STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

TRAFFIC SIGNAL MODIFICATION PLAN

PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	M.A.G.	6/5/24
DRAWN BY	M.A.G.	6/5/24
CHECKED BY	P.M.F.	6/5/24

APPROVED BY : SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 9 OF 47 DWG. NO. 5-2597

CONDUCTOR SCHEDULE

AWG SIZE, WIRE OR CABLE TYPE	POLE	CIRCUIT	CONDUIT RUN NUMBER 1	2	3	4	5	6	7	8	9	10	11
12 CSC / 3 CSC	1	Ø1, Ø6, Ø6P, Ø6PPB	1 / 1	1 / -	- / -	1 / -	1 / -	- / -	- / -	- / -	- / -	- / -	1 / 1
	2	Ø3, Ø7	- / -	- / -	- / -	- / -	- / -	1 / -	1 / -	1 / -	1 / -	1 / -	1 / -
	3	Ø3, Ø6PPB	- / -	- / -	- / -	- / -	- / -	- / -	- / -	1 / 1	1 / 1	1 / 1	1 / 1
	4	Ø3, Ø5, Ø6P	- / -	- / -	- / -	- / -	- / -	- / -	- / -	- / -	1 / -	1 / -	1 / -
	5	Ø1, Ø5	- / -	- / -	- / -	- / -	- / -	- / -	- / -	- / -	- / -	1 / -	1 / -
	6	Ø2, Ø2P, Ø2PPB	- / -	- / -	- / -	- / -	- / -	- / -	- / -	- / -	- / -	- / -	1 / 1
	7	Ø3, Ø7	- / -	- / -	- / -	- / -	1 / -	- / -	- / -	- / -	- / -	- / -	1 / -
	8	Ø7	- / -	- / -	1 / -	1 / -	- / -	- / -	- / -	- / -	- / -	- / -	1 / -
	9	Ø1, Ø7, Ø2P, Ø2PPB	- / -	- / -	- / -	1 / -	1 / -	- / -	- / -	- / -	- / -	- / -	1 / 1
		TOTAL CABLES	1 / 1	1 / 1	1 / -	3 / 2	1 / -	1 / -	1 / -	2 / 1	3 / 1	4 / 1	9 / 4
#10		SIGNAL COMMON	1	1	1	1	1	1	1	1	1	1	1
		LUMINAIRE	2	2	2	2	-	-	-	2	2	2	2
		TOTAL	3	3	3	3	1	1	1	3	3	3	3
#12		I.I.S.N.S.	2	2	-	2	-	-	-	-	-	-	2
TYPE B DETECTOR LEAD-IN CABLE		Ø1 DETECTOR LOOP	-	-	-	-	-	-	-	-	-	1	1
		Ø2 DETECTOR LOOP	-	-	-	8	-	-	-	-	-	-	8
		Ø3 DETECTOR LOOP	-	-	-	-	2	-	-	-	-	-	2
		Ø5 DETECTOR LOOP	-	2	-	2	-	-	-	-	-	-	2
		Ø6 DETECTOR LOOP	-	-	-	-	-	-	-	-	4	8	8
		Ø7 DETECTOR LOOP	-	-	-	-	-	2	2	2	2	2	2
		TOTAL DLC	-	2	-	10	2	2	2	2	6	11	23
EVP CABLE			1	1	-	1	-	-	-	-	-	-	2
12-SMFO			-	-	-	-	-	-	-	-	-	-	1
CONDUIT SIZES			3"(E)	3"(E)	2"	4"	2"	2"(E)	3"	3"	3"(E)	3"(E)	3-3"(E)
PERCENT FILL (%)			12	14	18	22	21	10	10	19	30	21	19

ALL CONDUITS AND CONDUCTORS ARE NEW UNLESS OTHERWISE NOTED: (E) = EXISTING

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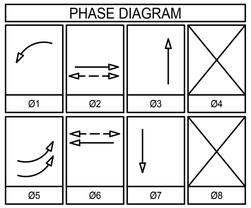
PHASE DIAGRAM

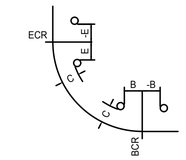


POLE SCHEDULE

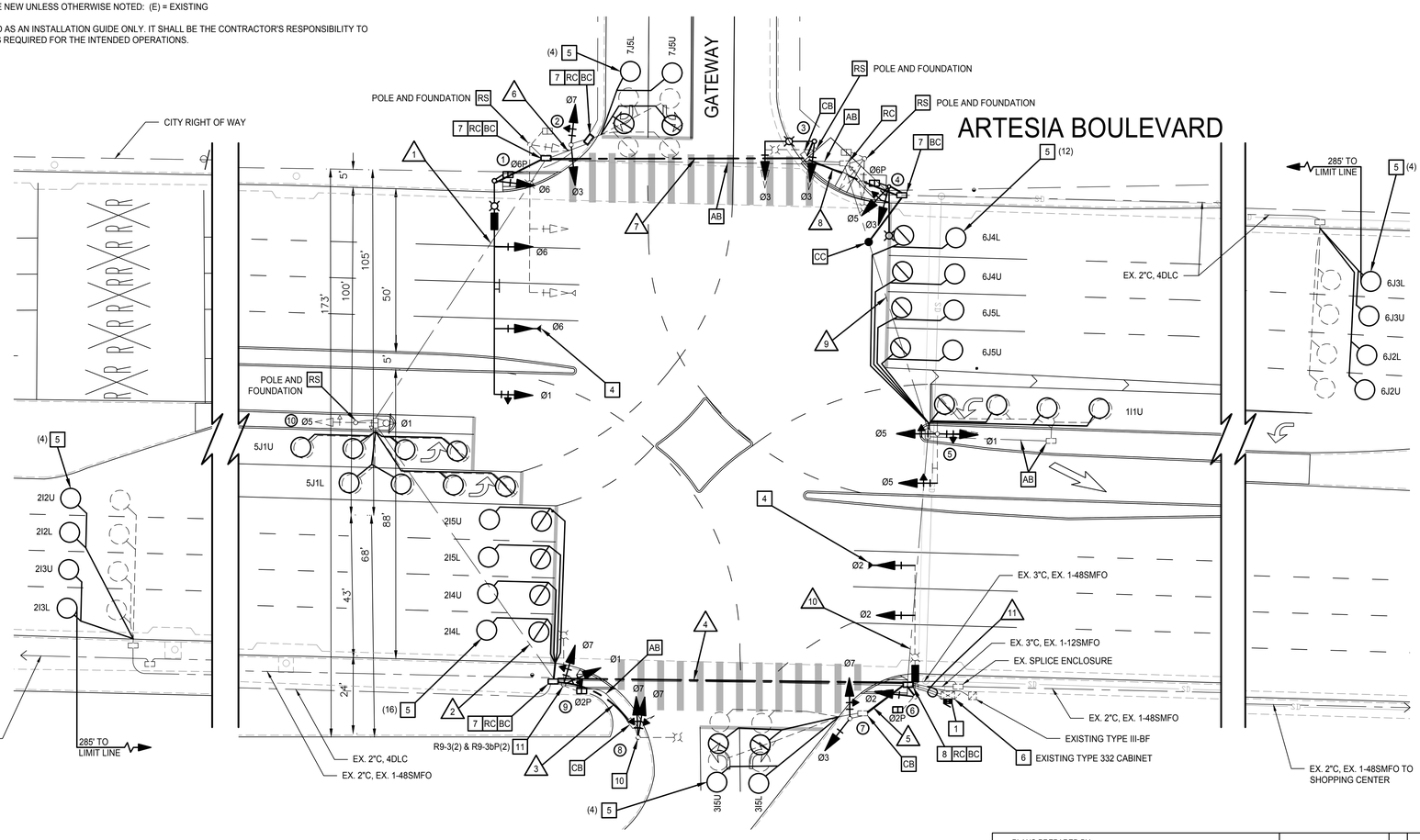
NO.	POLE DATA TYPE	HEIGHT	SIGNAL M.A.	L.E.D.LUMINAIRE ▲ M.A.	WATTS(EQ)	SIGNAL MOUNTINGS VEHICULAR	M.A.	PEDESTRIAN	PPB Ø	POLE LOCATION E	B	C	LED TYPE "A" IISNS (DOUBLE FACE)
1	61A-5-100	35'	65'	15'	139	SV-1-T	2-MAS	SP-1-T	6	6.5'	-	5'	GATEWAY
2	1-A (E)	10'	-	-	-	TV-2-T	-	-	-	-	-	-	-
3	17-2-100	30'	15'	12'	139	SV-1-T	MAS	"	6	13.5'	"	6'	-
4	15TS	30'	-	12'	139	SV-2-TA	-	SP-1-T	-	-	0.5'	5'	-
5	33 (E)	17'	15' (E)	-	-	(2)SV-1-T	MAS	-	-	-	-	-	-
6	26A-4-100(E)	35'	45' (E)	15' (E)	139 (E)	SV-1-T	2-MAS	SP-1-T	2	-	-	-	GATEWAY
7	1-A (E)	10'	-	-	-	TV-2-T	-	-	-	-	-	-	-
8	15TS (E)	30'	-	12' (E)	139 (E)	(2)SV-1-T	-	-	-	-	-	-	-
9	15TS (E)	30'	-	12' (E)	139 (E)	SV-2-TA	-	SP-1-T	2	-	-	-	-
10	1-A (R)	10'	-	-	-	TV-1-T (R) SV-1-T (R)	-	-	-	-	-	-	-

ALL EQUIPMENT IS NEW UNLESS OTHERWISE NOTED: (E) = EXISTING, (R) = REMOVE

▲ L.E.D LUMINAIRE FIXTURE SHALL BE LEOTEK (EC3-10M-MV-NW-3-GY-700-WL) OR APPROVED BY CITY ENGINEER.



POLE PLACEMENT



GENERAL NOTES (THIS SHEET ONLY):

1. ALL EXISTING SIGNAL/PEDESTRIAN HEADS, AND PEDESTRIAN PUSH BUTTONS SHALL BE REMOVED AND SALVAGED.

TRAFFIC SIGNAL NOTES:

1. FURNISH AND INSTALL NEW BATTERY BACKUP SYSTEM COMPLETE IN NEW EXTERNAL BACKPACK CABINET.
4. FURNISH AND INSTALL NEW OPTICOM EMERGENCY VEHICLE PREEMPTION SENSOR ON TRAFFIC SIGNAL EQUIPMENT PER MANUFACTURER'S REQUIREMENTS.
5. FURNISH AND INSTALL NEW TYPE E LOOPS PER CITY OF GARDENA STANDARD DETAIL ST-24.
6. REMOVE AND SALVAGE EXISTING CONTROLLER FROM CABINET. FURNISH AND INSTALL NEW MODEL 2070 ATC CONTROLLER. FURNISH SPARE 2070 ATC CONTROLLER. CONTRACTOR SHALL FURNISH AND INSTALL ALL EQUIPMENT AND COMPLETE ALL CONNECTIONS FOR A FULLY FUNCTIONAL TRAFFIC SIGNAL.
7. FURNISH AND INSTALL NEW #6 PULL BOX.
8. FURNISH AND INSTALL NEW #6E PULL BOX.
10. REMOVE AND SALVAGE EXISTING PEDESTRIAN PUSH BUTTON AND PLUG HOLE.
11. ADJUST POSITION OF SIGNS TO INSTALL ACCESSIBLE PEDESTRIAN PUSH BUTTON ON POLE.

CB INSTALL CONDUIT INTO EXISTING PULL BOX.

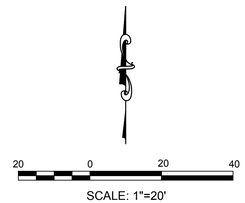
BC INSTALL PULL BOX IN EXISTING CONDUIT RUN.

RS REMOVE AND SALVAGE EQUIPMENT.

RC EQUIPMENT OR MATERIAL TO BE REMOVED AND BECOME THE PROPERTY OF THE CONTRACTOR.

CC CONNECT NEW AND EXISTING CONDUIT. REMOVE EXISTING CONDUCTORS AND INSTALL CONDUCTORS AS INDICATED.

AB ABANDON. IF APPLIED TO CONDUIT, REMOVE CONDUCTORS.



SCALE: 1"=20'

TRAFFIC SIGNAL MODIFICATION PLAN
ARTESIA BLVD AT GATEWAY

PLANS PREPARED BY:

iteris

1700 Carnegie Avenue, Suite 100
Santa Ana, CA 92705-5551
Phone: (949) 270-9460
Fax: (949) 270-9461

UNDER THE SUPERVISION OF:

PAUL FRISLIE RCE 72982 — 6-5-24 DATE

REGISTERED PROFESSIONAL ENGINEER — PAUL FRISLIE — No. 72982 — CIVIL — STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

TRAFFIC SIGNAL MODIFICATION PLAN

PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT

LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	M.A.G.	6/5/24
DRAWN BY	M.A.G.	6/5/24
CHECKED BY	P.M.F.	6/5/24

APPROVED BY : SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE — DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 10 OF 47 — DWG. NO. 5-2597

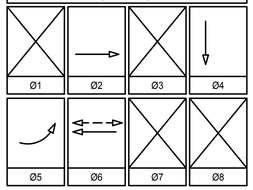
CONDUCTOR SCHEDULE

AWG SIZE, WIRE OR CABLE TYPE	POLE	CIRCUIT	CONDUIT RUN NUMBER 1	2	3	4	5	6	7	8
12 CSC / 3 CSC	1	Ø6, Ø6P	- / -	- / -	- / -	1 / -	1 / -	- / -	- / -	1 / -
	2	Ø4, Ø6PPB	- / -	- / -	1 / 1	1 / 1	1 / 1	- / -	- / -	1 / 1
	3	Ø6PPB	- / -	1 / -	- / 1	- / 1	- / 1	- / -	- / -	1 / 1
	4	Ø5, Ø6, Ø6P	1 / -	- / -	1 / -	1 / -	1 / -	- / -	- / -	1 / -
	5	Ø5	- / -	- / -	- / -	- / -	- / -	1 / -	1 / -	1 / -
	6	Ø2, Ø4	- / -	- / -	- / -	- / -	- / -	- / -	1 / -	1 / -
	7	Ø2, Ø4	- / -	- / -	- / -	- / -	- / -	- / -	- / -	1 / -
TOTAL CABLES			1 / -	1 / 1	2 / 2	3 / 2	3 / 2	1 / -	2 / -	6 / 2
#10		SIGNAL COMMON	1	1	1	1	1	1	1	1
		LUMINAIRE	-	2	2	2	2	-	2	2
		TOTAL	1	3	3	3	3	1	3	3
#12		I.I.S.N.S.	-	-	-	2	2	-	2	2
TYPE B DETECTOR LEAD-IN CABLE		Ø2 DETECTOR LOOP	-	-	-	-	8	-	-	8
		Ø5 DETECTOR LOOP	-	-	-	-	1	-	-	1
		Ø6 DETECTOR LOOP	-	-	-	-	-	8	8	8
		TOTAL DLC	-	-	-	-	9	8	8	17
VDS CABLE			-	-	-	-	-	-	-	1 (E)
EVP CABLE			-	-	-	1	1	-	1	2
12-SMFO			-	-	-	-	-	-	-	1 (E)
CONDUIT SIZES			3"	3"(E)	3"	3"(E)	3"(E)	3"(E)	3"(E)	3"(E) 1-2"(E)
PERCENT FILL (%)			8	11	19	27	36	16	25	28

ALL CONDUITS AND CONDUCTORS ARE NEW UNLESS OTHERWISE NOTED: (E) = EXISTING

CONDUCTOR SCHEDULE IS FURNISHED AS AN INSTALLATION GUIDE ONLY. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO PROVIDE THE CORRECT CONDUCTORS REQUIRED FOR THE INTENDED OPERATIONS.

PHASE DIAGRAM



POLE SCHEDULE

NO.	POLE DATA TYPE	HEIGHT	SIGNAL M.A.	L.E.D.LUMINAIRE M.A.	WATTS(EQ)	SIGNAL MOUNTINGS VEHICULAR	M.A.	PEDESTRIAN	PPB Ø	POLE LOCATION E	B	C	LED TYPE "A" IISNS (DOUBLE FACE)
1	29-5-70 (E)	30'	50' (E)	15' (E)	139 (E)	SV-1-T	2-MAS	SP-1-T	-	-	-	-	SHOPPING CENTER
2	1-A	10'	-	-	-	TV-1-T	-	-	6	-	13'	5'	-
3	15TS (E)	30'	-	12' (E)	139 (E)	-	-	-	6	-	-	-	-
4	1-A (E)	10'	-	-	-	TV-2-T	-	SP-1-T	-	-	-	-	-
5	1-A (E)	-	-	-	-	TV-1-T	-	-	-	-	-	-	-
6	29-5-70 (E)	30'	50' (E)	15' (E)	139 (E)	SV-2-TA	2-MAS	-	-	-	-	-	SHOPPING CENTER
7	18-2-70 (E)	17'	30' (E)	-	-	SV-2-TA	MAS	-	-	-	-	-	ARTESIA BLVD

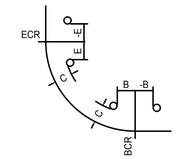
ALL EQUIPMENT IS NEW UNLESS OTHERWISE NOTED: (E) = EXISTING

GENERAL NOTES (THIS SHEET ONLY):

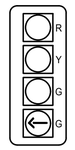
1. ALL EXISTING SIGNAL/PEDESTRIAN HEADS, AND PEDESTRIAN PUSH BUTTONS SHALL BE REMOVED AND SALVAGED.

TRAFFIC SIGNAL NOTES:

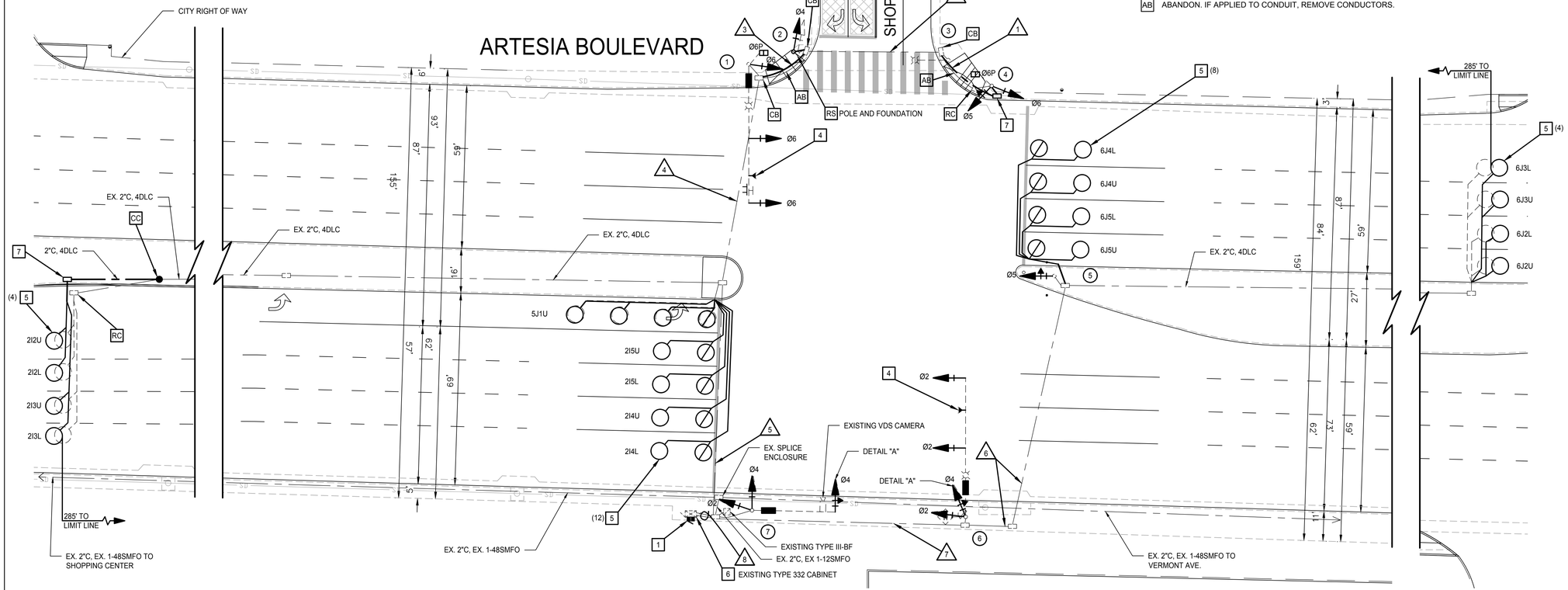
1. FURNISH AND INSTALL NEW BATTERY BACKUP SYSTEM COMPLETE IN NEW EXTERNAL BACKPACK CABINET.
4. FURNISH AND INSTALL NEW OPTICOM EMERGENCY VEHICLE PREEMPTION SENSOR ON TRAFFIC SIGNAL EQUIPMENT PER MANUFACTURER'S REQUIREMENTS.
5. FURNISH AND INSTALL NEW TYPE E LOOPS PER CITY OF GARDENA STANDARD DETAIL ST-24.
6. REMOVE AND SALVAGE EXISTING CONTROLLER FROM CABINET. FURNISH AND INSTALL NEW MODEL 2070 ATC CONTROLLER. FURNISH SPARE 2070 ATC CONTROLLER. CONTRACTOR SHALL FURNISH AND INSTALL ALL EQUIPMENT AND COMPLETE ALL CONNECTIONS FOR A FULLY FUNCTIONAL TRAFFIC SIGNAL.
7. FURNISH AND INSTALL NEW #6 PULL BOX.
9. UPDATE VIDEO DETECTION ZONES BASED ON NEW STRIPING.
- CB INSTALL CONDUIT INTO EXISTING PULL BOX.
- BC INSTALL PULL BOX IN EXISTING CONDUIT RUN.
- RS REMOVE AND SALVAGE EQUIPMENT.
- CC CONNECT NEW AND EXISTING CONDUIT. REMOVE EXISTING CONDUCTORS AND INSTALL CONDUCTORS AS INDICATED.
- AB ABANDON. IF APPLIED TO CONDUIT, REMOVE CONDUCTORS.

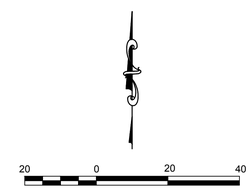


POLE PLACEMENT



DETAIL "A"
NO SCALE





SCALE: 1"=20'

TRAFFIC SIGNAL MODIFICATION PLAN
ARTESIA BLVD AT SHOPPING CENTER

PLANS PREPARED BY:
iteris
1700 Carnegie Avenue, Suite 100
Santa Ana, CA 92705-5501
Phone: (949) 270-9460
Fax: (949) 270-9461
UNDER THE SUPERVISION OF:
PAUL FRISLIE RCE 72982 — 6-5-24 DATE

REGISTERED PROFESSIONAL ENGINEER PAUL FRISLIE No. 72982 CIVIL STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

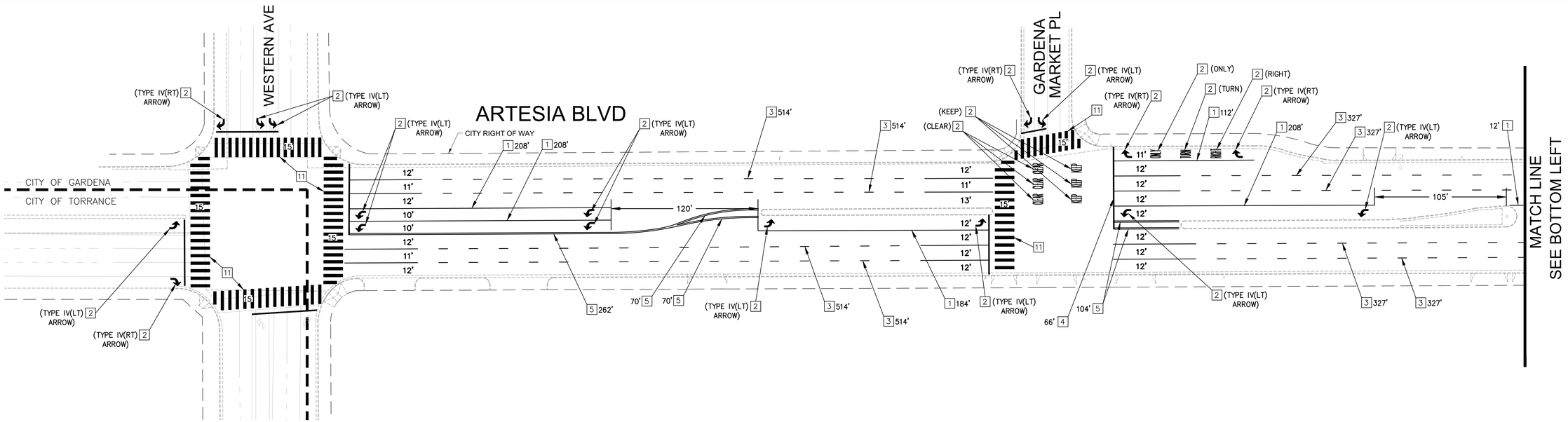
TRAFFIC SIGNAL MODIFICATION PLAN

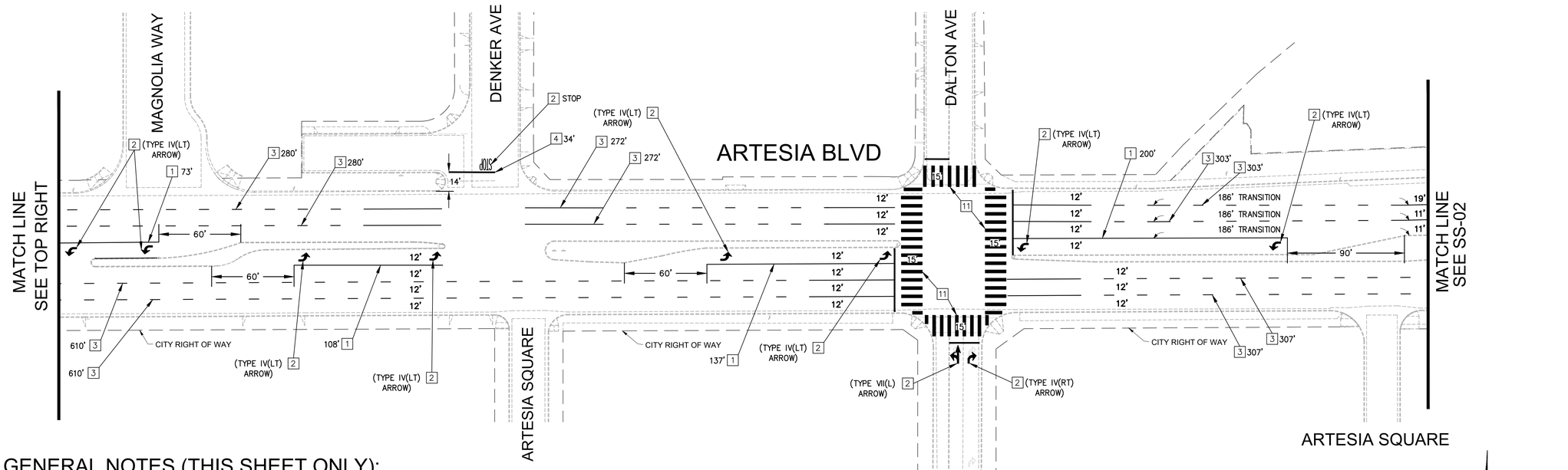
PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	M.A.G.	6/5/24
DRAWN BY	M.A.G.	6/5/24
CHECKED BY	P.M.F.	6/5/24

APPROVED BY : SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 11 OF 47 — DWG. NO. 5-2597





GENERAL NOTES (THIS SHEET ONLY):

1. REFRESH ALL CURB PAINT PER CITY STANDARDS.
2. ALL PAINTED CURB TO BE REMOVED AND REPLACED SHALL BE REPAINTED.
3. FURNISH AND INSTALL LEFT EDGE PAVEMENT MARKERS FOR ALL NEW AND EXISTING MEDIANS PER DETAIL 26, CALTRANS STD. A20B.
4. CONTRACTOR SHALL REMOVE ALL CONFLICTING STRIPING AND PAVEMENT MARKINGS BY SANDBLASTING.

STRIPING NOTES:

1. FURNISH AND INSTALL 8" WHITE BARRIER LINE AS SHOWN PER CALTRANS STD. NO. A20D, DETAIL 38.
2. FURNISH AND INSTALL PAVEMENT MARKING AS SHOWN PER CALTRANS STD. PLANS A24A-A24F.
3. FURNISH AND INSTALL 4"X7' WHITE LANE LINE @ 17' GAP, 50' PAINT ON INTERSECTION APPROACH AND DEPARTURE PER CALTRANS STD. NO. A20A, DETAIL 9.
4. FURNISH AND INSTALL 12" WHITE LIMIT LINE/CROSSWALK LINE PER CALTRANS STD. NO. A24G.
5. FURNISH AND INSTALL 6" DOUBLE-YELLOW LINE AS SHOWN PER CALTRANS STD. NO. A20A, DETAIL 21.
11. FURNISH AND INSTALL CONTINENTAL CROSSWALK WITH 5' LIMIT LINE SETBACK PER CALTRANS STD. NO. A24F. LIMIT LINE SHALL BE 12" WHITE PER CALTRANS STD. NO. A24G. CROSSWALK WIDTH AS SHOWN ON PLANS.

SCALE: 1" = 40'

DIGALERT
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AT LEAST TWO DAYS BEFORE YOU DIG
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

PLANS PREPARED BY:
iteris
1700 Carnegie Avenue, Suite 100
Santa Ana, CA 92705-5551
Phone: (949) 270-9400
Fax: (949) 270-9401
UNDER THE SUPERVISION OF:
PAUL FRISLIE RCE 72982 — DATE 6-5-24

REGISTERED PROFESSIONAL ENGINEER PAUL FRISLIE No. 72982 CIVIL STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION
SIGNING AND STRIPING PLAN
PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

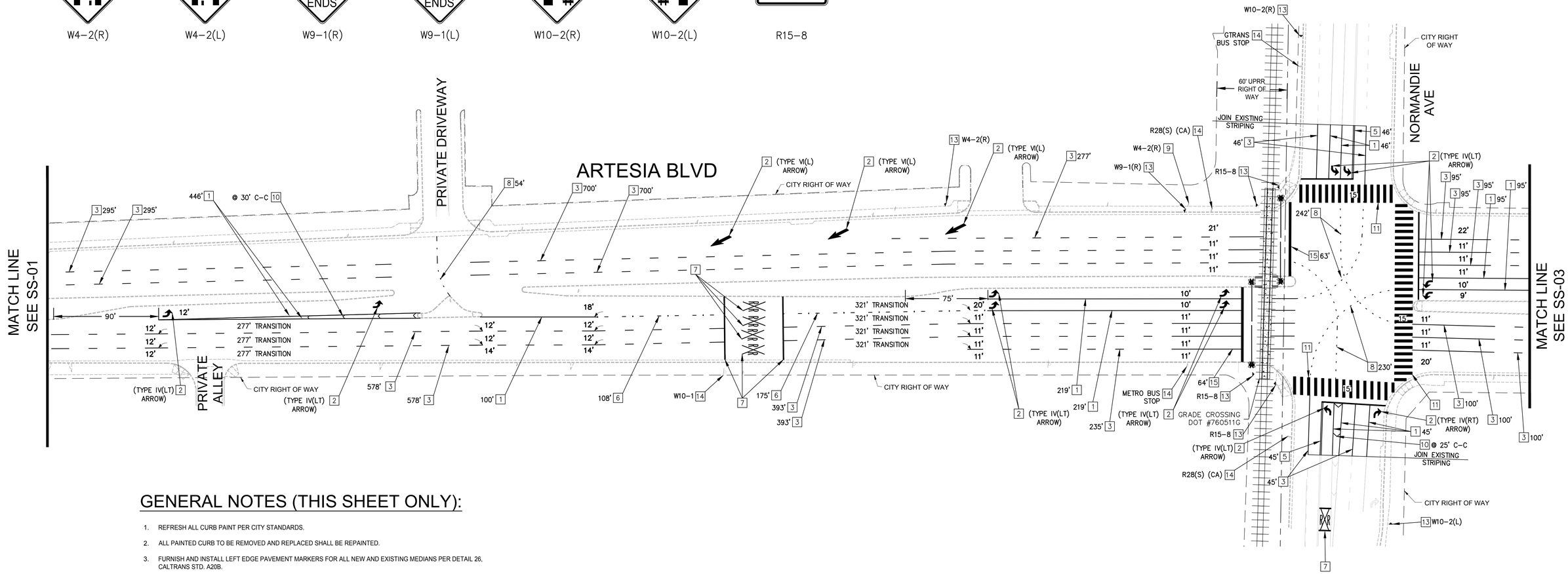
F. B. REF.		
DESIGNED BY	M.A.G.	6/5/24
DRAWN BY	M.A.G.	6/5/24
CHECKED BY	P.M.F.	6/5/24

APPROVED BY: SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER
SHT 12 OF 47 DWG. NO. 5-2595

SIGN LEGEND:



W4-2(R) W4-2(L) W9-1(R) W9-1(L) W10-2(R) W10-2(L) R15-8

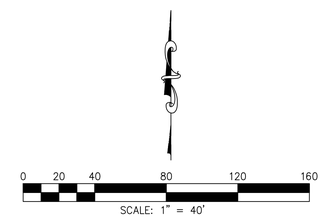


GENERAL NOTES (THIS SHEET ONLY):

1. REFRESH ALL CURB PAINT PER CITY STANDARDS.
2. ALL PAINTED CURB TO BE REMOVED AND REPLACED SHALL BE REPAINTED.
3. FURNISH AND INSTALL LEFT EDGE PAVEMENT MARKERS FOR ALL NEW AND EXISTING MEDIANS PER DETAIL 26, CALTRANS STD. A20B.
4. CONTRACTOR SHALL REMOVE ALL CONFLICTING STRIPING AND PAVEMENT MARKINGS BY SANDBLASTING.

STRIPING NOTES:

1. FURNISH AND INSTALL 8" WHITE BARRIER LINE AS SHOWN PER CALTRANS STD. NO. A20D, DETAIL 38.
2. FURNISH AND INSTALL PAVEMENT MARKING AS SHOWN PER CALTRANS STD. PLANS A24A-A24F.
3. FURNISH AND INSTALL 4"X7' WHITE LANE LINE @ 17' GAP, 50' PAINT ON INTERSECTION APPROACH AND DEPARTURE PER CALTRANS STD. NO. A20A, DETAIL 9.
4. FURNISH AND INSTALL 12" WHITE LIMIT LINE/CROSSWALK LINE PER CALTRANS STD. NO. A24G.
5. FURNISH AND INSTALL 6" DOUBLE-YELLOW LINE AS SHOWN PER CALTRANS STD. NO. A20A, DETAIL 21.
6. FURNISH AND INSTALL 8" WHITE LINE & TYPE C RED-CLEAR RETROREFLECTIVE MARKER PER STD. NO. A20F DETAIL 42.
7. FURNISH AND INSTALL GRADE CROSSING PAVEMENT MARKING PER CA MUTCD SECTION 8B.27.
8. FURNISH AND INSTALL 6" WHITE LINE PER STD. NO. A20D DETAIL 40.
9. REMOVE AND SALVAGE EXISTING SIGN AND POST COMPLETE AS SHOWN.
10. FURNISH AND INSTALL 12" WHITE CHEVRON LINE @ C-C DISTANCE AS SHOWN.
11. FURNISH AND INSTALL CONTINENTAL CROSSWALK WITH 5' LIMIT LINE SETBACK PER CALTRANS STD. NO. A24F. LIMIT LINE SHALL BE 12" WHITE PER CALTRANS STD. NO. A24G. CROSSWALK WIDTH AS SHOWN ON PLANS.
13. FURNISH AND INSTALL NEW SIGN ON NEW POST AS SHOWN.
14. PROTECT IN PLACE EXISTING SIGN ON POLE AS SHOWN.
15. FURNISH AND INSTALL NEW 24" WHITE RAILROAD LIMIT LINE PER CALTRANS STD. NO. A24G. RAILROAD LIMIT LINE SHALL BE INSTALLED 8' UPSTREAM OF GRADE CROSSING WARNING DEVICES PER CA MUTCD SECTION 8B.28.



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UNDER THE SUPERVISION OF:
PAUL FRISLIE RCE 72982 — DATE 6-5-24

REGISTERED PROFESSIONAL ENGINEER PAUL FRISLIE No. 72982 CIVIL STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

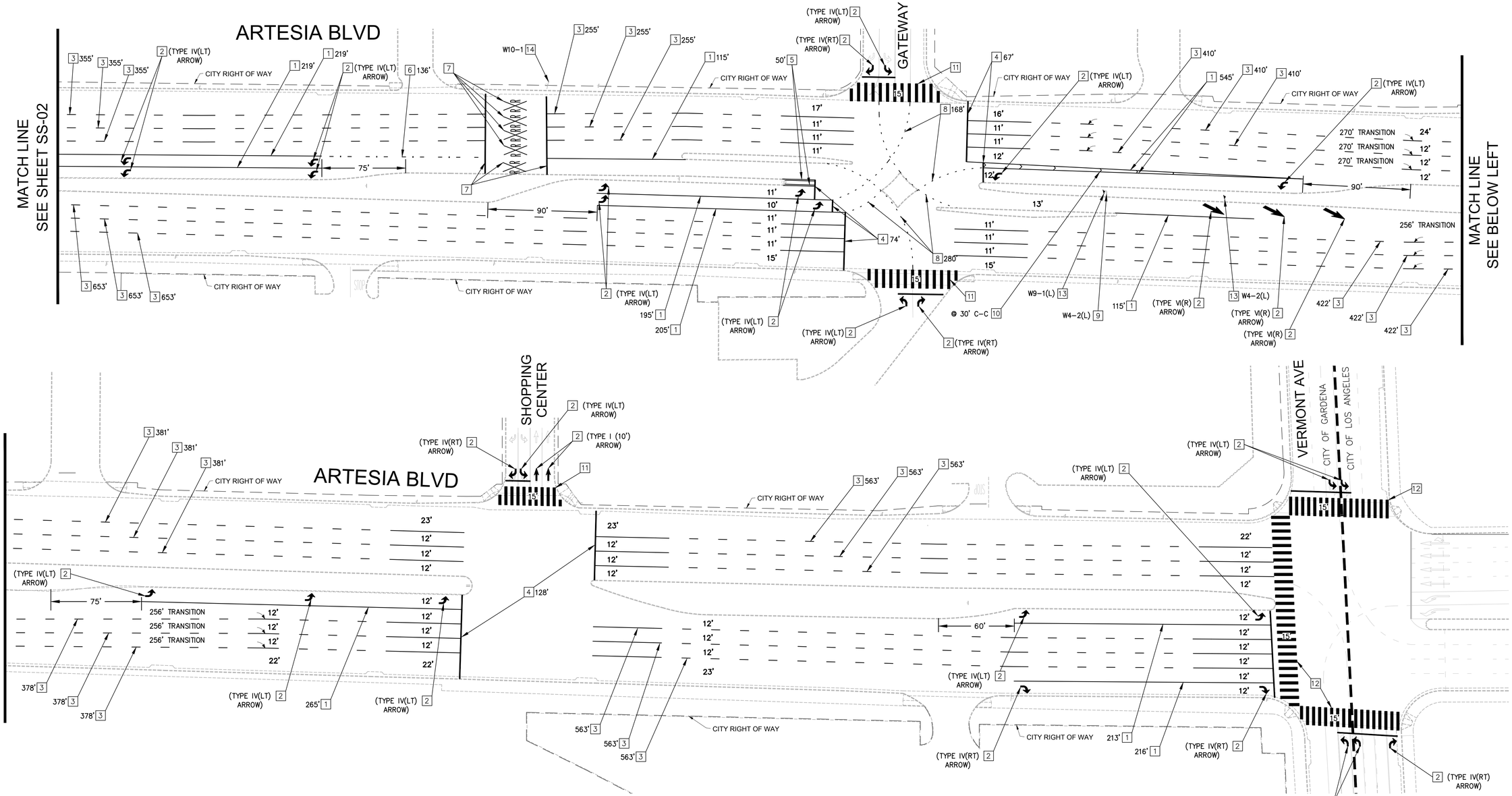
SIGNING AND STRIPING PLAN

PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	M.A.G.	6/5/24
DRAWN BY	M.A.G.	6/5/24
CHECKED BY	P.M.F.	6/5/24

APPROVED BY : SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 13 OF 47 DWG. NO. 5-2595



GENERAL NOTES (THIS SHEET ONLY):

1. REFRESH ALL CURB PAINT PER CITY STANDARDS.
2. ALL PAINTED CURB TO BE REMOVED AND REPLACED SHALL BE REPAINTED.
3. FURNISH AND INSTALL LEFT EDGE PAVEMENT MARKERS FOR ALL NEW AND EXISTING MEDIANS PER DETAIL 26, CALTRANS STD. A20B.
4. CONTRACTOR SHALL REMOVE ALL CONFLICTING STRIPING AND PAVEMENT MARKINGS BY SANDBLASTING.

STRIPING NOTES:

1. FURNISH AND INSTALL 8" WHITE BARRIER LINE AS SHOWN PER CALTRANS STD. NO. A20D, DETAIL 38.
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3. FURNISH AND INSTALL 4"X7' WHITE LANE LINE @ 17' GAP, 50' PAINT ON INTERSECTION APPROACH AND DEPARTURE PER CALTRANS STD. NO. A20A, DETAIL 9.
4. FURNISH AND INSTALL 12" WHITE LIMIT LINE/CROSSWALK LINE PER CALTRANS STD. NO. A24G.
5. FURNISH AND INSTALL 6" DOUBLE-YELLOW LINE AS SHOWN PER CALTRANS STD. NO. A20A, DETAIL 21.
6. FURNISH AND INSTALL 8" WHITE LINE & TYPE C RED-CLEAR RETROREFLECTIVE MARKER PER STD. NO. A20F DETAIL 42.
7. FURNISH AND INSTALL GRADE CROSSING PAVEMENT MARKING PER CA MUTCD SECTION 8B.27.
8. FURNISH AND INSTALL 6" WHITE LINE PER STD. NO. A20D DETAIL 40.
9. REMOVE AND SALVAGE EXISTING SIGN AND POST COMPLETE AS SHOWN.
10. FURNISH AND INSTALL 12" WHITE CHEVRON LINE @ C-C DISTANCE AS SHOWN.
11. FURNISH AND INSTALL CONTINENTAL CROSSWALK WITH 5' LIMIT LINE SETBACK PER CALTRANS STD. NO. A24F. LIMIT LINE SHALL BE 12" WHITE PER CALTRANS STD. NO. A24G. CROSSWALK WIDTH AS SHOWN ON PLANS.
12. FURNISH AND INSTALL CONTINENTAL CROSSWALK WITH 5' LIMIT LINE SETBACK PER LADOT STD. DWG. NO. S-481.1. REMOVE CONFLICTING STRIPING.
13. FURNISH AND INSTALL NEW SIGN ON NEW POST AS SHOWN.
14. PROTECT IN PLACE EXISTING SIGN ON POLE AS SHOWN.

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CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION
SIGNING AND STRIPING PLAN
PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	M.A.G.	6/5/24
DRAWN BY	M.A.G.	6/5/24
CHECKED BY	P.M.F.	6/5/24

APPROVED BY: SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT. 14 OF 47
DWG. NO. 5-2595

DEMOLITION NOTES

1. VERIFY PROPERTY LINES, LIMITS OF WORK LINES AND LOT LINES PRIOR TO COMMENCING DEMOLITION WORK.
2. CONTRACTOR SHALL NOT WILLFULLY PROCEED WITH DEMOLITION WHEN IT IS OBVIOUS IN THE FIELD THAT UNKNOWN OBSTRUCTIONS OR CONDITIONS EXIST THAT MAY NOT HAVE BEEN KNOWN DURING PREPARATION OF THESE PLANS.
3. NO CHANGE IN CONTRACT AMOUNT SHALL BE ALLOWED DUE TO ACTUAL OR CLAIMED DISCREPANCIES BETWEEN EXISTING CONDITIONS AND THOSE SHOWN ON THE PLAN, INCLUDING QUANTITIES CALLED OUT ON PLAN. UNLESS SUCH DISCREPANCIES ARE BROUGHT TO THE IMMEDIATE ATTENTION OF THE GENERAL CONTRACTOR AND CITY REPRESENTATIVE IN WRITING.
4. EXISTING PLANT MATERIAL SPECIFICALLY CALLED OUT TO BE REMOVED SHALL INCLUDE A REASONABLE AMOUNT OF THE ROOT BALL WITH EACH TREE OR SHRUB. PLANT MATERIAL THAT IS TO BE REMOVED SHALL BE DISPOSED OF LEGALLY OFF-SITE.
5. THE DEMOLITION BASE SHEET WAS PREPARED FROM EXISTING INFORMATION DOCUMENTED IN THE FIELD. THE INFORMATION REPRESENTED ON THIS PLAN IS NOT FROM AS-BUILT PLANS. THEREFORE CONDITIONS SHALL BE VERIFIED BY CONTRACTOR. THE CONTRACTOR SHALL CONFIRM CONDITIONS IN THE FIELD AFFECTING THE SATISFACTORY COMPLETION OF DEMOLITION WORK DESCRIBED ON THE PLAN AND REPORT DISCREPANCIES TO THE CITY / ENGINEER IMMEDIATELY. THE CITY / ENGINEER SHALL PROVIDE RESOLUTION DIRECTION PRIOR TO PROCEEDING WITH ANY FURTHER DEMOLITION WORK.
6. THIS PLAN IS FOR THE PURPOSE OF IDENTIFYING THE PRESERVATION, REMOVAL, DEMOLITION AND OR SALVAGE OF LANDSCAPE AND HARDSCAPE CONSTRUCTION ITEMS ONLY.
7. CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIR AND REPLACEMENT OF ANY DAMAGE TO ADJACENT ELEMENTS CAUSED BY HIS/HER OPERATIONS.
8. THE CONTRACTOR SHALL CONFIRM AND PROTECT EXISTING UTILITY SERVICES & METERS IN PLACE.
9. DAMAGE TO EXISTING SOFTSCAPE AND HARDSCAPE THAT ARE NOT CALLED OUT FOR REMOVAL SHALL BE REPAIRED OR REPLACED AND THE COST BORNE BY THE CONTRACTOR.
10. ALL WORK SHALL CONFORM TO APPLICABLE LOCAL CODES.
11. CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING IN PLACE ALL CURBS, PAVING, IRRIGATION EQUIPMENT, UTILITY BOXES, TREES AND TREE ROOTS AND/OR OTHER EXISTING APPURTENANCES ON THE MEDIANS. SPECIAL CARE SHOULD BE GIVEN TO THE EXISTING IRRIGATION MAIN LINE, BACKFLOW PREVENTER, AND IRRIGATION APPURTENANCE CONNECTION POINTS. ALL DAMAGE TO EXISTING ITEMS LISTED ABOVE SHALL BE REPAIRED OR REPLACED AT THE CONTRACTOR'S COST.
12. CONTRACTOR SHALL CLEAR AND GRUB AREAS PER THE PLANTING NOTES, SEE SHEET 43. CONTRACTOR SHALL REMOVE ALL EXISTING SHRUBS, GROUNDCOVER, DEBRIS AND ROCKS OVER 1" DIAMETER WITH THE PLANTING AREAS. ALL MATERIALS REMOVED FROM THE SITE SHALL BE DISPOSED IN A MANNER CONFORMING TO ALL CODES AND ORDINANCES RELATIVE TO THAT WORK.

CONSTRUCTION NOTES

1. THE CONTRACTOR IS RESPONSIBLE TO VERIFY ALL DISTANCES IN THE FIELD AFTER CONSTRUCTION OF THE BUILDINGS AND CURBS TO INSURE THAT THE DESIGN CAN BE MET AS INTENDED PER THESE PLANS. ANY FIELD DISCREPANCIES OR DEFICIENCIES SHALL BE BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT FOR RESOLUTION PRIOR TO THE CONSTRUCTION OR INSTALLATION OF ANY SITE OR LANDSCAPE RELATED ELEMENTS. ALL CONSTRUCTION ITEMS MUST ALWAYS COMPLY WITH ALL APPLICABLE CODES AND ORDINANCES.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR MAKING HIMSELF FAMILIAR WITH ALL EXISTING AND PROPOSED UNDERGROUND UTILITIES, PIPES AND STRUCTURES. CONTRACTOR SHALL TAKE SOLE RESPONSIBILITY FOR COST INCURRED TO DAMAGE AND REPLACEMENT OF SAID UTILTIES.
3. CONTRACTOR SHALL NOT WILLFULLY PROCEED WITH CONSTRUCTION AS DESIGNED WHEN IT IS OBVIOUS THAT UNKNOWN OBSTRUCTIONS, AREA DISCREPANCIES AND/OR GRADE DIFFERENCES EXIST THAT MAY NOT HAVE BEEN KNOWN DURING DESIGN. SUCH CONDITIONS SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT. THE CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR ALL NECESSARY REVISIONS DUE TO FAILURE TO GIVE SUCH NOTIFICATION.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY COORDINATION WITH SUBCONTRACTORS AS REQUIRED TO ACCOMPLISH ALL CONSTRUCTION OPERATIONS. ALL PIPING, CONDUIT, SLEEVES, ETC. SHALL BE SET IN PLACE PRIOR TO INSTALLATION OF CONSTRUCTION ITEMS.
5. REFER TO CITY, COUNTY, STATE OR FEDERAL STANDARD PLANS, CODES AND REQUIREMENTS AS APPLICABLE.
6. CONTRACTOR IS RESPONSIBLE FOR REPLACEMENT OF ANY EXISTING MATERIALS THAT ARE DAMAGED DURING CONSTRUCTION.
7. REFER TO CIVIL ENGINEER'S GRADING PLANS FOR GRADING, DRAINAGE STRUCTURES, PIPING, ETC. PRIOR TO INSTALLATION OF WALKS, WALLS, FOOTINGS AND OTHER STRUCTURES.
8. PRIOR TO INSTALLATION OF HARDSCAPE, ALL FORMS AND LAYOUTS MUST BE OBSERVED AND ACCEPTED BY THE LANDSCAPE ARCHITECT OR THE OWNERS AUTHORIZED REPRESENTATIVE.
9. PRIOR TO INSTALLATION OF ANY CONSTRUCTION ITEMS, FORMS WITH STEEL IN PLACE AND COMPACTED SUBGRADE COMPLETE MUST BE OBSERVED AND APPROVED BY THE LANDSCAPE ARCHITECT.
10. CONTRACTOR SHALL SUBMIT ALL SAMPLES PER SPECIFICATIONS. THE LANDSCAPE ARCHITECT SHALL APPROVE ALL SAMPLES PRIOR TO CONSTRUCTION, FABRICATION AND/OR PURCHASE.
11. ALL PROPERTY LINES AND LOT LINES SHALL BE VERIFIED PRIOR TO COMMENCING WORK.
12. ALL ELECTRICAL JUNCTION BOXES FOR LIGHTS SHALL BE CONCEALED IN PLANTING AREAS AS APPROVED BY LANDSCAPE ARCHITECT.
13. ALL LANDSCAPE INSTALLATION SHALL BE PERFORMED BY A LICENSED CONTRACTOR WITH A C-27 LICENSE OR GREATER.
14. CONSTRUCTION REQUIREMENTS, MATERIALS, AND CONSTRUCTION TECHNIQUES SHALL COMPLY WITH ALL LOCAL CODES AND ORDINANCES
15. THE TOP OF FOOTINGS FOR CONCRETE OR MASONRY WALLS WHICH ABUT PLANTER AREAS AND THAT ARE LESS THAN 36 INCHES IN WIDTH SHALL BE DEEPENED TO 24 INCHES TO PERMIT IRRIGATION PIPE AND PLANTING INSTALLATION. COORDINATION WITH THE CIVIL ENGINEER. MAY ALSO BE REQUIRED AS THERE MAY BE POINTS OF CONFLICT WITH THE CIVIL'S STORM DRAIN LINES LOCATED IN THE VICINITY.
16. CONTRACTOR SHALL ALLOW FOR THE POSSIBILITY OF FIELD ADJUSTMENTS TO FINE TUNING OF WALL HEIGHTS (PARTICULARLY RETAINING TO FREE STANDING WALLS) IN BID.

IRRIGATION NOTES:

1. PIPE SIZES SHALL CONFORM TO THOSE SHOWN ON DRAWINGS. NO SUBSTITUTIONS OF SMALLER PIPE SIZES SHALL BE PERMITTED, BUT SUBSTITUTIONS OF LARGER SIZES MAY BE APPROVED. ALL DAMAGED AND REJECTED PIPE SHALL BE REMOVED FROM THE SITE AT THE SAID TIME OF REJECTION.
2. SPRINKLER HEADS SHALL BE PERPENDICULAR TO FINISH GRADE UNLESS OTHERWISE SPECIFIED.
3. THE IRRIGATION CONTRACTOR SHALL FLUSH AND ADJUST ALL SPRINKLER HEADS AND VALVES FOR OPTIMUM COVERAGE WITH MINIMUM OVERSPRAY ONTO WALKS, STREETS, WALLS, ETC.
4. THIS DESIGN IS DIAGRAMMATIC. ALL PIPING, VALVES, ETC., SHOWN WITHIN PAVED AREAS IS FOR DESIGN CLARIFICATION ONLY AND SHALL BE INSTALLED IN PLANTING AREAS WHEREVER POSSIBLE. THE CONTRACTOR SHALL LOCATE ALL VALVES IN SHRUB AREAS.
5. IT IS THE RESPONSIBILITY OF THE IRRIGATION CONTRACTOR TO BECOME FAMILIAR WITH ALL GRADE DIFFERENCES, LOCATION OF WALLS, RETAINING WALLS, STRUCTURES AND UTILITIES. THE IRRIGATION CONTRACTOR SHALL REPAIR OR REPLACE ITEMS DAMAGED BY WORK. SHALL ALSO COORDINATE WORK WITH OTHER CONTRACTORS FOR THE LOCATION AND INSTALLATION OF PIPE SLEEVES AND LATERALS THROUGH WALLS, UNDER ROADWAYS AND PAVING, ETC.
6. DO NOT WILLFULLY INSTALL THE SPRINKLER SYSTEM AS SHOWN ON THE DRAWINGS WHEN IT IS OBVIOUS IN THE FIELD THAT UNKNOWN OBSTRUCTIONS, GRADE DIFFERENCES OR DIFFERENCES IN THE AREA DIMENSIONS EXIST THAT MIGHT NOT HAVE BEEN CONSIDERED IN THE ENGINEERING. SUCH OBSTRUCTIONS OR DIFFERENCES SHOULD BE BROUGHT TO THE ATTENTION OF THE OWNER'S AUTHORIZED REPRESENTATIVE. IN THE EVENT THIS NOTIFICATION IS NOT PERFORMED, THE IRRIGATION CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR ANY REVISIONS NECESSARY.
7. MATERIALS AND EQUIPMENT SHALL CONFORM TO APPLICABLE STATE OF CALIFORNIA AND LOCAL CODES.
8. ALL IRRIGATION WORK SHALL CONFORM TO THE CITY OF GARDENA DETAIL DRAWINGS (IF/AS APPLICABLE) AND SPECIFICATIONS.
9. THE CONTRACTOR SHALL FLUSH AND ADJUST ALL HEADS FOR OPTIMUM PERFORMANCE AND TO THE PREVENT OVERSPRAY ONO PAVING AND ROADWAYS. THIS SHALL INCLUDE SELECTING THE BEST DEGREE OF ARC TO FIT THE EXISTING SITE CONDITIONS AND TO THROTTLE THE FLOW CONTROL AT EACH VALVE TO OBTAIN THE OPTIMUM OPERATING PRESSURE FOR EACH SYSTEM.
10. ALL POP-UP TYPE SPRINKLER HEADS INSTALLED SHALL BE INSTALLED SO THAT THE TOP OF THE SPRINKLER HEAD IS ONE INCH ABOVE FINISH GRADE.
11. ALL NEW HEADS SHALL BE INSTALLED PERPENDICULAR TO EXISTING FINISH GRADES.
12. FLUSH ALL LATERAL LINES WITH VALVE ASSEMBLIES INSTALLED, PRIOR TO NOZZLE INSTALLATION. CHECK FOR ANY AND ALL EXISTING PIPE CRACKS AND/OR DAMAGE. ALL DAMAGED PIPE SHALL BE REPLACED AT CONTRACTOR'S COST TO THE SATISFACTION OF THE CITY.
13. ALL FITTINGS, NIPPLES AND COUPLINGS SHALL BE PVC SCHEDULE 80 MATERIAL.
14. ALL EXCAVATION WORK PERFORMED WITHIN ROOT PROTECTION ZONES AS DETERMINED BY THE ENGINEER SHALL BE HAND DUG. NO TRENCHING IN ROOT PROTECTION ZONES SHALL BE ALLOWED.
15. ALL SYSTEMS SHALL BE OPERATIONAL AND ADJUSTED, HAVING BEEN APPROVED BY THE ENGINEER PRIOR TO ANY PLANTING OF SHRUBS. CONTRACTOR SHALL ASK FOR A FINAL INSPECTION OF THE ENTIRE IRRIGATION SYSTEM BY THE ENGINEER TO ESTABLISH A PUNCH-LIST. PUNCH-LIST ITEMS SHALL BE COMPLETED AND ACCEPTED BY THE CITY PRIOR TO PLANTING SHRUBS.
16. ALL EXISTING IRRIGATION MAINLINE AND APPURTENANCES PER IRRIGATION LEGEND SHALL BE PROTECTED IN PLACE AS POSSIBLE. CONTRACTOR SHALL REPLACE AND/OR REPAIR ANY DAMAGE TO THE EXISTING SYSTEMS AS DIRECTED BY THE CITY.

DEMOLITION LEGEND

SYMBOL	DESCRIPTION	QTY
D-01	REMOVE AND DISPOSE EXISTING HARDSCAPE	19,547 SF
D-02	GRUB AND CLEAR ALL SHRUBS AND GROUNDCOVER	31,398 SF

REFERENCE LEGEND

SYMBOL	DESCRIPTION
R-01	EXISTING STAMPED PAVING - PROTECT IN PLACE
R-02	EXISTING SIGNAGE AND (6) LIGHT FIXTURES - PROTECT IN PLACE
R-03	EXISTING ELECTRICAL METER - PROTECT IN PLACE
R-04	EXISTING GAS METER - PROTECT IN PLACE
R-05	EXISTING MANHOLE - PROTECT IN PLACE
R-06	TRAFFIC BOX - PROTECT IN PLACE
R-07	CONTROLLER ASSEMBLY - REFER TO IRRIGATION PLAN
R-08	EXISTING CROSSING WARNING DEVICE AND FLASHERS - PROTECT IN PLACE

CONSTRUCTION LEGEND

SYMBOL	DESCRIPTION	QTY	DETAIL
C-01	NEW HARDSCAPE - COBBLE FIELD TYPE: ARIZONA COBBLE SIZE: 4" TO 8" SUPPLER: SOUTHWEST BOULDER & STONE (OR EQUAL) PHONE: 760 - 451 - 3333	14,550 SF	E/46
C-02	NEW HARDSCAPE - COBBLE MAINTENANCE STRIPS TYPE: ARIZONA COBBLE SIZE: 4" TO 8" SUPPLER: SOUTHWEST BOULDER & STONE (OR EQUAL) PHONE: 760 - 451 - 3333	3,830 SF	E/46
C-03	STABILIZED DECOMPOSED GRANITE COLOR: GOLD NOTE: INSTALL AND COMPACTED ON NATIVE, 4 INCH THICK	65 SF	



ARIZONA COBBLE

NOTE:
FOR DEMOLITION PLAN, SEE SHEETS 16 THROUGH 24.
FOR IRRIGATION PLAN, SEE SHEETS 25 THROUGH 33.
FOR IRRIGATION DETAILS, LEGENDS, CALCULATIONS, SEE SHEETS 34 THROUGH 36.
FOR PLANTING PLAN, SEE SHEETS 37 THROUGH 45.
FOR PLANTING DETAILS, LEGENDS, AND NOTES, SEE SHEETS 46 THROUGH 47.

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UNDER THE SUPERVISION OF:
ARTHUR D. GUY CLA2214 02/29/2024
ARTHUR D. GUY 2214 Signature 02/29/2024 Date 6/31/2024 REGISTERED LANDSCAPE ARCHITECT STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION
LEGENDS AND NOTES
PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

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DRAWN BY	NN	-
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SHT 15 OF 47 DWG. NO. 5-2612

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DEMOLITION LEGEND - SHEET 16

SYMBOL	DESCRIPTION	QTY
D-01	REMOVE AND DISPOSE EXISTING HARDSCAPE	123 SF
D-02	GRUB AND CLEAR ALL SHRUBS AND GROUNDCOVER	1,671 SF

TREE DISPOSITION LEGEND - SHEET 16

TREES	BOTANICAL / COMMON NAME	QTY
+	EXISTING LAGERSTROEMIA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	2

NOTE:
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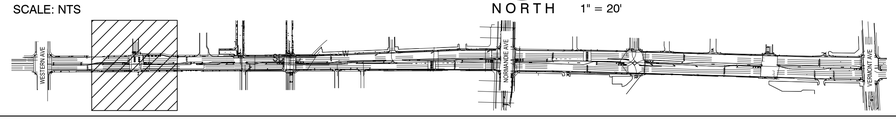
KEYMAP
SCALE: NTS



NORTH

0 20 40 60 80 feet
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CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

LANDSCAPE DEMOLITION PLAN

PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

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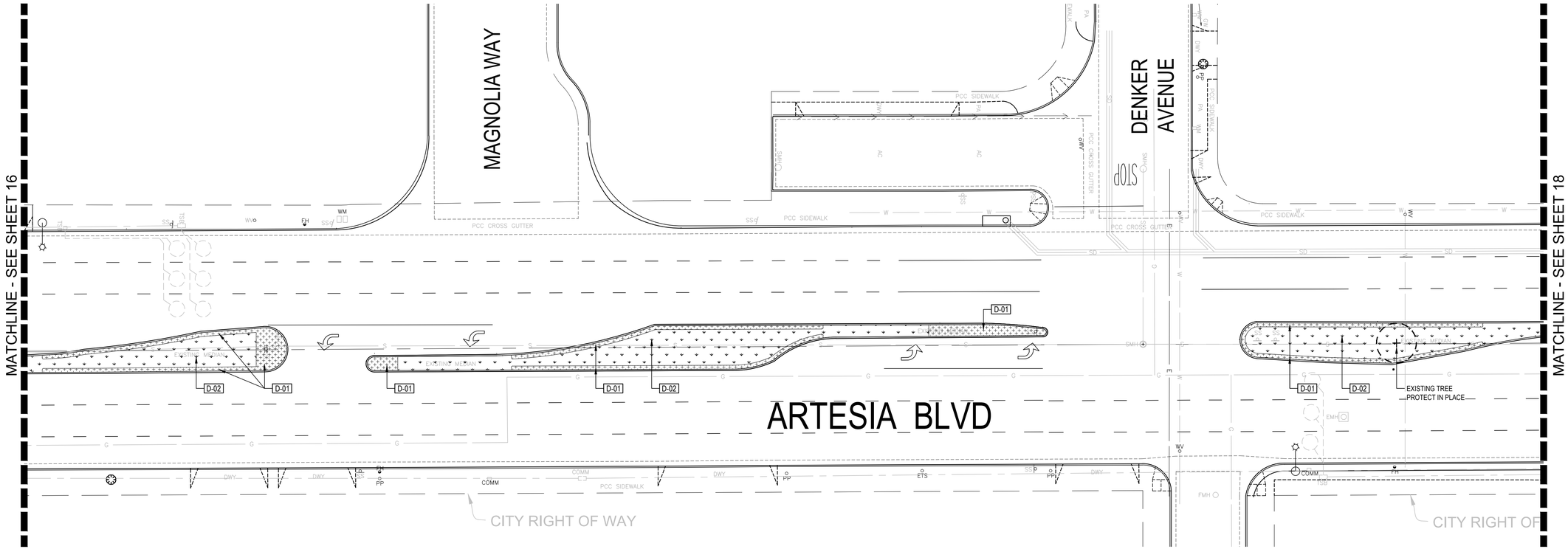

DEMOLITION LEGEND - SHEET 17

SYMBOL	DESCRIPTION	QTY
D-01	REMOVE AND DISPOSE EXISTING HARDSCAPE	1,277 SF
D-02	GRUB AND CLEAR ALL SHRUBS AND GROUNDCOVER	3,216 SF

TREE DISPOSITION LEGEND - SHEET 17

TREES	BOTANICAL / COMMON NAME	QTY
+	EXISTING LAGERSTROEMIA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	1

NOTE:
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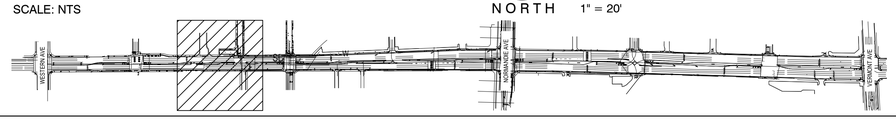
KEYMAP
SCALE: NTS



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DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

LANDSCAPE DEMOLITION PLAN

PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

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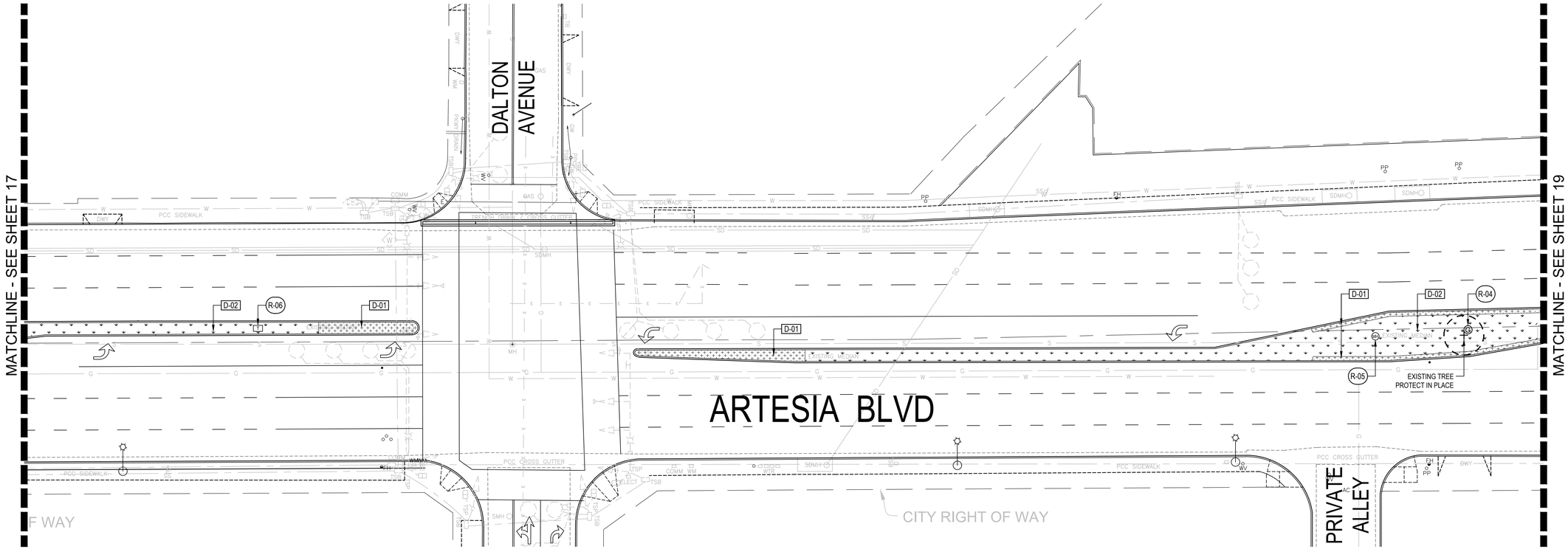

DEMOLITION LEGEND - SHEET 18

SYMBOL	DESCRIPTION	QTY
D-01	REMOVE AND DISPOSE EXISTING HARDSCAPE	632 SF
D-02	GRUB AND CLEAR ALL SHRUBS AND GROUNDCOVER	2,700 SF

TREE DISPOSITION LEGEND - SHEET 18

TREES	BOTANICAL / COMMON NAME	QTY
+	EXISTING LAGERSTROEMIA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	1

REFERENCE LEGEND - SHEET 18

SYMBOL	DESCRIPTION
R-04	EXISTING GAS METER - PROTECT IN PLACE
R-05	EXISTING MANHOLE - PROTECT IN PLACE
R-06	TRAFFIC BOX - PROTECT IN PLACE

NOTE:
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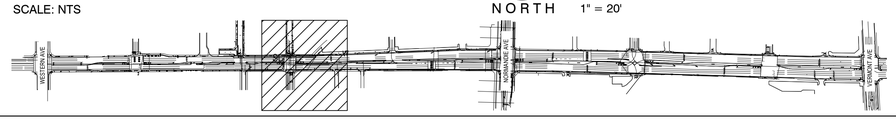
SCALE: NTS



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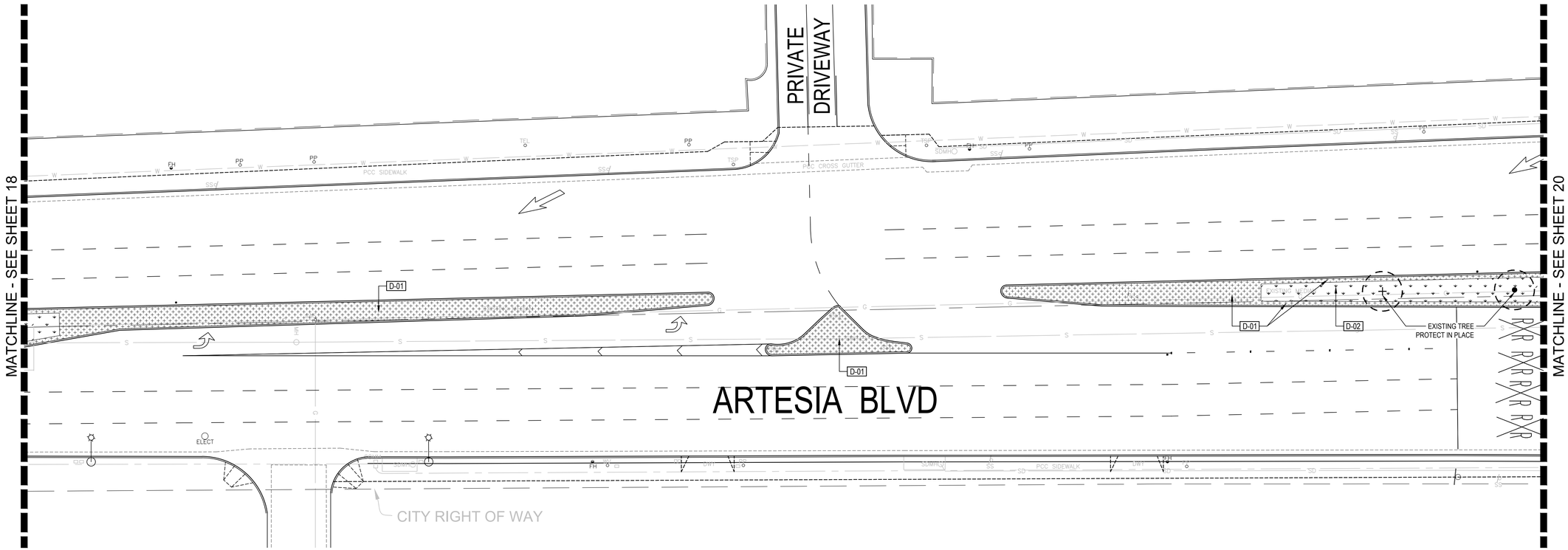

DEMOLITION LEGEND - SHEET 19

SYMBOL	DESCRIPTION	QTY
D-01	REMOVE AND DISPOSE EXISTING HARDSCAPE	3,297 SF
D-02	GRUB AND CLEAR ALL SHRUBS AND GROUNDCOVER	907 SF

TREE DISPOSITION LEGEND - SHEET 19

TREES	BOTANICAL / COMMON NAME	QTY
+	EXISTING LAGERSTROEMIA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	1
•	EXISTING MELALEUCA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	1

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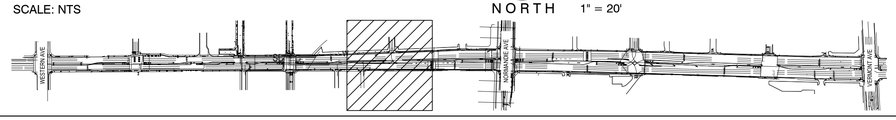

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LANDSCAPE DEMOLITION PLAN

PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
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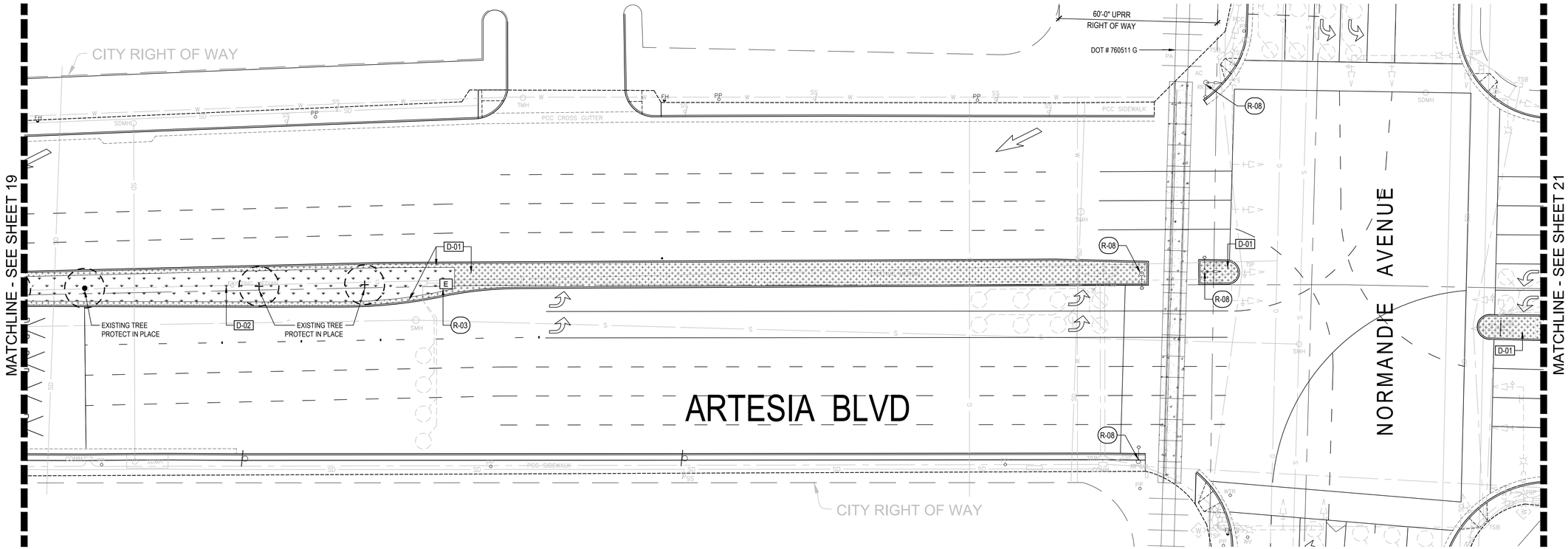

DEMOLITION LEGEND - SHEET 20

SYMBOL	DESCRIPTION	QTY
D-01	REMOVE AND DISPOSE EXISTING HARDSCAPE	3,148 SF
D-02	GRUB AND CLEAR ALL SHRUBS AND GROUNDCOVER	1,740 SF

REFERENCE LEGEND - SHEET 20

SYMBOL	DESCRIPTION
R-03	EXISTING ELECTRICAL METER - PROTECT IN PLACE
R-08	EXISTING CROSSING WARNING DEVICE AND FLASHERS - PROTECT IN PLACE

TREE DISPOSITION LEGEND - SHEET 20

TREES	BOTANICAL / COMMON NAME	QTY
+	EXISTING LAGERSTROEMIA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	2
•	EXISTING MELALEUCA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	1

NOTE:
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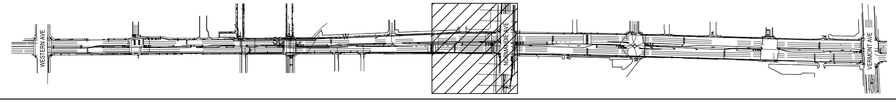

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CITY OF GARDENA
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LANDSCAPE DEMOLITION PLAN

PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

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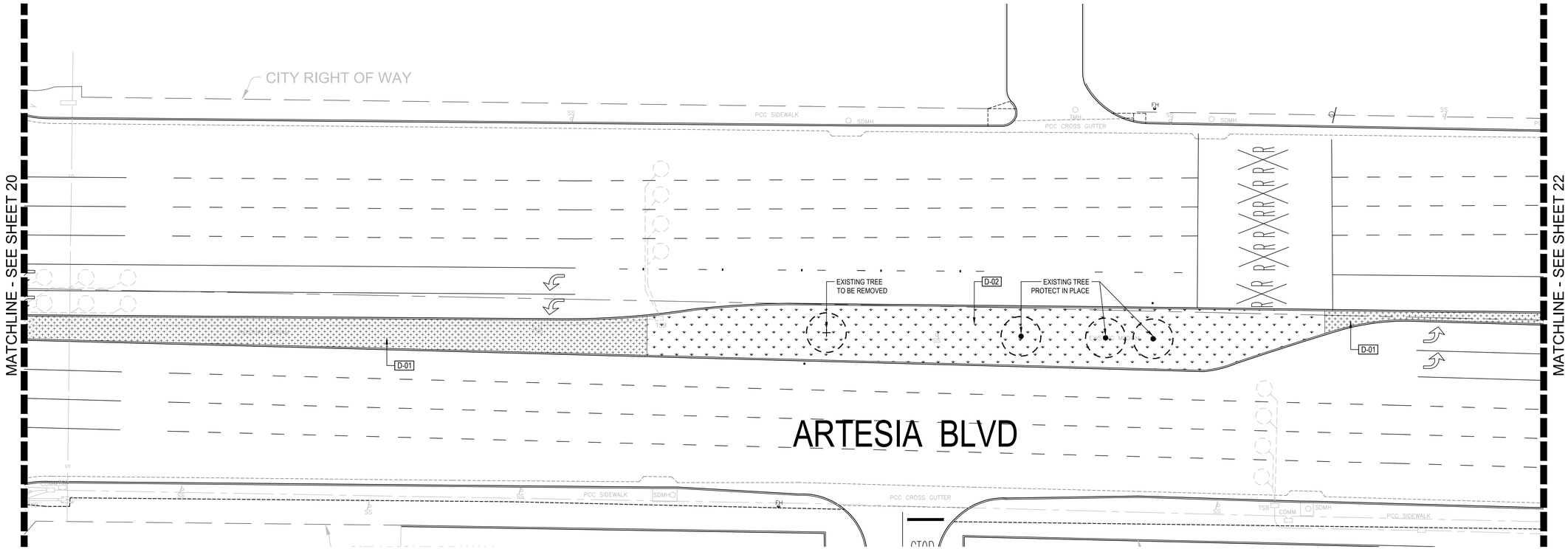
FILE PATH: G:\Penco\artesia median\DRAWINGS\04 construction docs - revised medians\PEN-190101-02 L2 Demo Plan PLOTTED ON:2/29/2024 2:49 PM



DEMOLITION LEGEND - SHEET 21

SYMBOL	DESCRIPTION	QTY
D-01	REMOVE AND DISPOSE EXISTING HARDSCAPE	2,864 SF
D-02	GRUB AND CLEAR ALL SHRUBS AND GROUNDCOVER	5,169 SF

TREE DISPOSITION LEGEND - SHEET 21

TREES	BOTANICAL / COMMON NAME	QTY
+	EXISTING LAGERSTROEMIA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	1
•	EXISTING MELALEUCA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	3

NOTE:
FOR OVERALL DEMOLITION LEGEND, SEE SHEET 15.
FOR DEMOLITION NOTES, SEE SHEET 15.

DIGALERT
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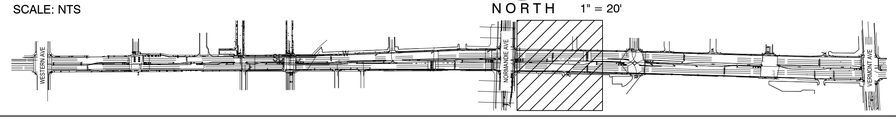
1-800-422-4133
AT LEAST TWO DAYS BEFORE YOU DIG
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

KEYMAP
SCALE: NTS



NORTH

0 20 40 60 80 feet
1" = 20'

PLANS PREPARED BY:
BGB | DESIGN GROUP
Landscape Architecture Planning Urban Design
3185 C1 Airway Avenue Costa Mesa, CA 92626
P: 714-545-2898 F: 714-545-2878 bgb-inc.com
UNDER THE SUPERVISION OF:

ARTHUR D. GUY CLA 2214 — 02/29/2024 DATE

REGISTERED LANDSCAPE ARCHITECT — ARTHUR D 'GUY' III — 2214 — Signature — 02/29/2024 — Date — OFF. 3/31/2025 — STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

LANDSCAPE DEMOLITION PLAN

PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

APPROVED BY : SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
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SHT 21 OF 47 DWG. NO. 5-2612

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DEMOLITION LEGEND - SHEET 22

SYMBOL	DESCRIPTION	QTY
D-01	REMOVE AND DISPOSE EXISTING HARDSCAPE	4,451 SF

NOTE:
FOR OVERALL DEMOLITION LEGEND, SEE SHEET 15.
FOR DEMOLITION NOTES, SEE SHEET 15.

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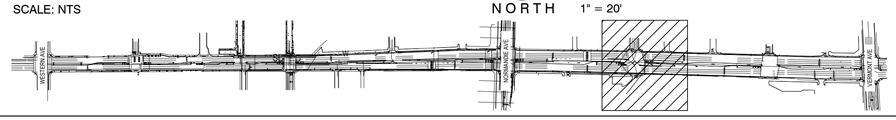
KEYMAP
SCALE: NTS



NORTH

0 20 40 60 80 feet
1" = 20'

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NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

LANDSCAPE DEMOLITION PLAN

PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
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DRAWN BY	NN	-
CHECKED BY	AG	-

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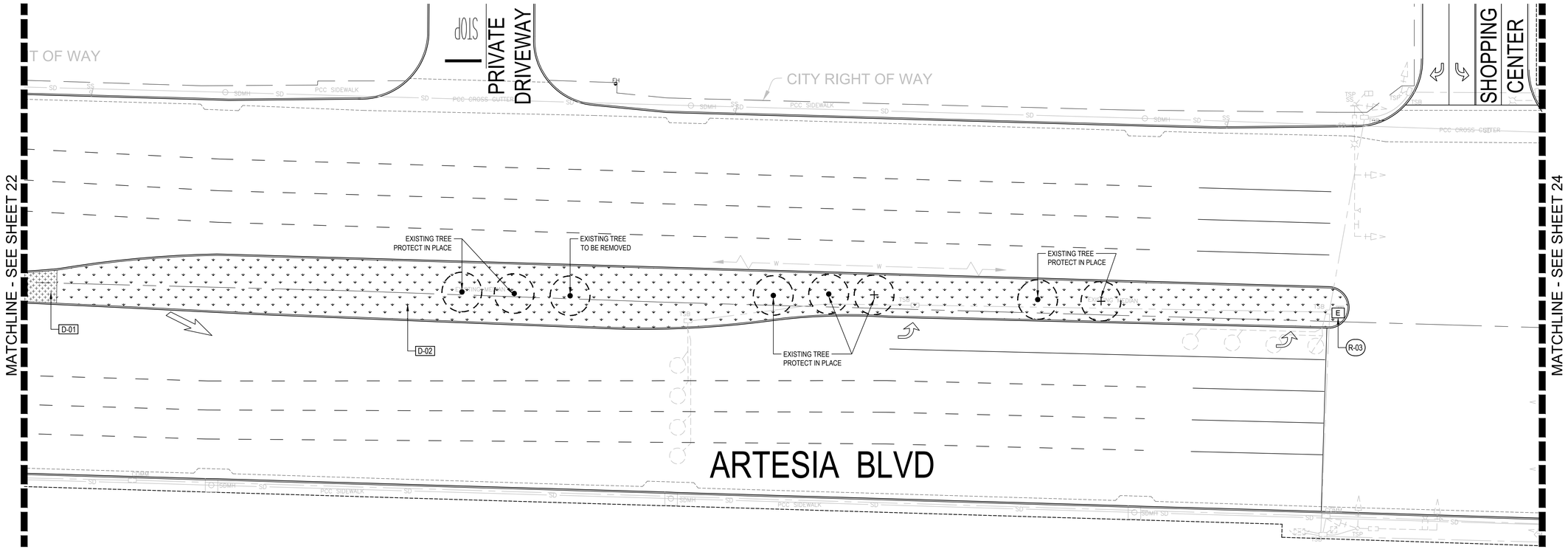

DEMOLITION LEGEND - SHEET 23

SYMBOL	DESCRIPTION	QTY
D-01	REMOVE AND DISPOSE EXISTING HARDSCAPE	112 SF
D-02	GRUB AND CLEAR ALL SHRUBS AND GROUNDCOVER	8,983 SF

REFERENCE LEGEND - SHEET 23

SYMBOL	DESCRIPTION
R-03	EXISTING ELECTRICAL METER - PROTECT IN PLACE

TREE DISPOSITION LEGEND - SHEET 23

TREES	BOTANICAL / COMMON NAME	QTY
+	EXISTING LAGERSTROEMIA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	2
•	EXISTING MELALEUCA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	6

NOTE:
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FOR DEMOLITION NOTES, SEE SHEET 15.

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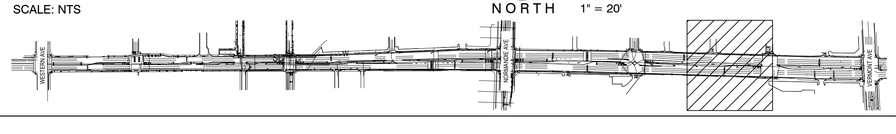
KEYMAP
SCALE: NTS



NORTH

0 20 40 60 80 feet
1" = 20'

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REGISTERED LANDSCAPE ARCHITECT ARTHUR D GUY 2214 Signature 02/29/2024 Date Exp. 1/31/2025 STATE OF CALIFORNIA

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CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION

LANDSCAPE DEMOLITION PLAN

PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
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CHECKED BY	AG	-

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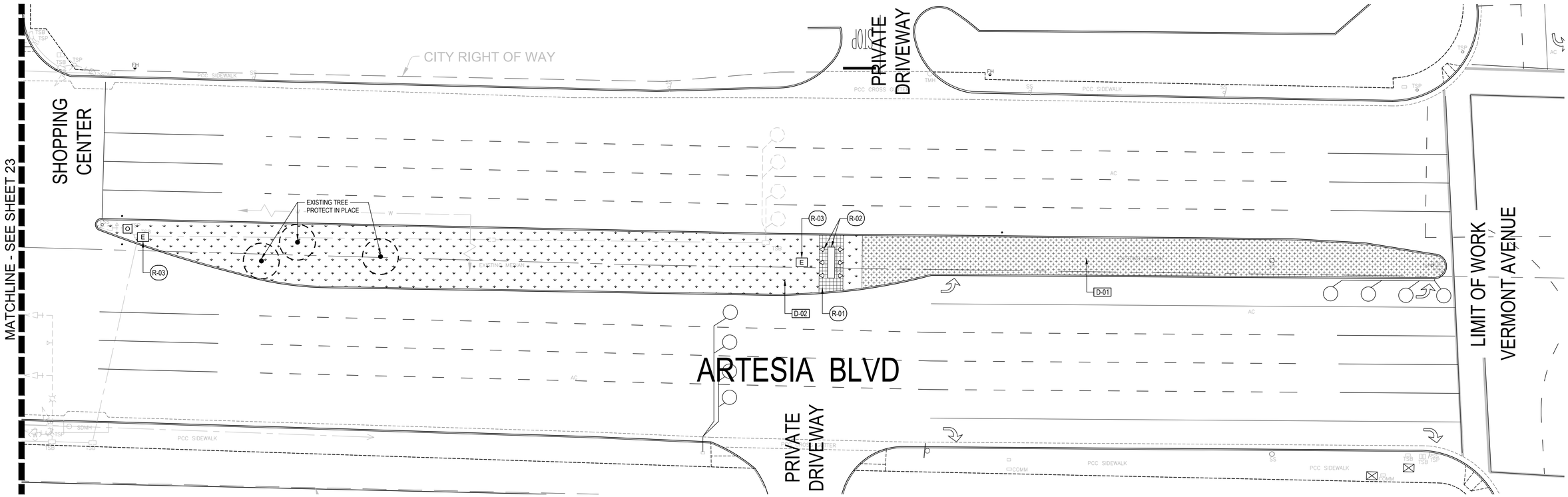

DEMOLITION LEGEND - SHEET 24

SYMBOL	DESCRIPTION	QTY
D-01	REMOVE AND DISPOSE EXISTING HARDSCAPE	3,754 SF
D-02	GRUB AND CLEAR ALL SHRUBS AND GROUNDCOVER	7,108 SF

REFERENCE LEGEND - SHEET 24

SYMBOL	DESCRIPTION
R-01	EXISTING STAMPED PAVING - PROTECT IN PLACE
R-02	EXISTING SIGNAGE AND (6) LIGHT FIXTURES - PROTECT IN PLACE
R-03	EXISTING ELECTRICAL METER - PROTECT IN PLACE

TREE DISPOSITION LEGEND - SHEET 24

TREES	BOTANICAL / COMMON NAME	QTY
	EXISTING MELALEUCA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	3

NOTE:
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FOR DEMOLITION NOTES, SEE SHEET 15.

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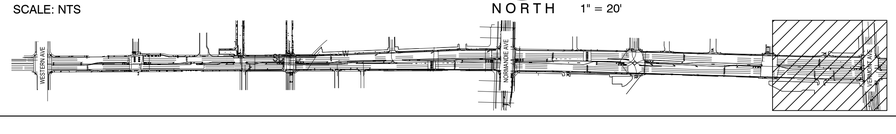
KEYMAP
SCALE: NTS



NORTH

0 20 40 60 80 feet
1" = 20'

PLANS PREPARED BY:
BGB DESIGN GROUP
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CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION

LANDSCAPE DEMOLITION PLAN

PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

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SHT 24 OF 47 DWG. NO. 5-2612

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IRRIGATION LEGEND - SHEET 25

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
	HUNTER PCZ-101-25 DRIP CONTROL VALVE KIT. 1" PGV GLOBE VALVE WITH 1" HY100 FILTER SYSTEM. PRESSURE REGULATION: . FLOW RANGE: 0.5 GPM TO 15 GPM. 150 MESH STAINLESS STEEL SCREEN.	4	G/34 , N/35, O/35, P/35, Q/35, R/35
	PIPE TRANSITION POINT ABOVE GRADE PIPE TRANSITION POINT FROM PVC LATERAL TO DRIP TUBING WITH RISER TO ABOVE GRADE INSTALLATION.	8	
F	RAIN BIRD MDCFCAP DRIPLINE FLUSH VALVE CAP IN COMPRESSION FITTING COUPLER.	1	L/35
A	RAIN BIRD ARV050 1/2" AIR RELIEF VALVE, MADE OF QUALITY RUST-PROOF MATERIALS, WITH A 6.0" DRIP VALVE BOX (SEB 7XB EMITTER BOX). USE WITH INSTALLATION BELOW SOIL. THE VALVE WILL ALLOW AIR TO ESCAPE THE PIPELINE, THUS PREVENTING WATER HAMMER OR BLOCKAGE.	2	M/35
	AREA TO RECEIVE DRIPLINE RAIN BIRD XFS-CV-06-18 XFS-CV SUB-SURFACE LANDSCAPE DRIPLINE WITH A HEAVY-DUTY 4.3 PSI CHECK VALVE. 0.6 GPH EMITTERS AT 18" O.C. DRIPLINE LATERALS SPACED AT 18" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN. SPECIFY XF INSERT FITTINGS. AVAILABLE ONLY IN CALIFORNIA	714.6 S.F.	I/34
	AREA TO RECEIVE DRIPLINE RAIN BIRD XFS-CV-09-18 (TREE DRIPLINE RING) XFS-CV SUB-SURFACE LANDSCAPE DRIPLINE WITH A HEAVY-DUTY 4.3 PSI CHECK VALVE. 0.9 GPH EMITTERS AT 18" O.C. DRIPLINE LATERALS SPACED AT 18" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN. SPECIFY XF INSERT FITTINGS.	77.2 S.F.	K/35

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
	EXISTING QUICK COUPLER VALVE PROTECT IN PLACE / RENOVATE ONLY PER DETAIL	3	S/35
	EXISTING BALL VALVE PROTECT IN PLACE / RENOVATE ONLY PER DETAIL	1	
	IRRIGATION LATERAL LINE: PVC SCHEDULE 40 3/4" MIN. SIZE. INSTALL PER TRENCH DETAIL.	226.3 L.F.	F/34
	IRRIGATION MAINLINE: EXISTING, PROTECT IN PLACE		

VALVE NUMBER
VALVE FLOW
HYDROZONE
DECODER
VALVE SIZE

VALVE CALLOUT

REFERENCE LEGEND - SHEET 25

SYMBOL	DESCRIPTION
ex	EXISTING VALVE LOCATION (VALVE TO BE REPLACED)
new	NEW VALVE

TREE DISPOSITION LEGEND - SHEET 25

TREES	BOTANICAL / COMMON NAME
	EXISTING LAGERSTROEMIA PROTECT IN PLACE
	LAGERSTROEMIA X 'MUSKOGEE' / TO MATCH EXISTING (LIGHT LAVENDER - STANDARD)

NOTE:
FOR COMPLETE IRRIGATION LEGEND, SEE SHEET 36.
FOR IRRIGATION DETAILS, SEE SHEETS 34 THROUGH 35.
FOR IRRIGATION CALCS, SCHEDULE & NOTES, SEE SHEET 36.

NOTES:
- IF EXISTING LOCATION AND DECODER IS ASSIGNED, CONTRACTOR TO UTILIZE EXISTING CONTROL AND COMMON WIRE AND RUN A NEW TWO-WIRE CABLE TO NEW VALVES IDENTIFIED.
- CONTRACTOR SHALL TEST EACH PAIR OF WIRES (COMMON & CONTROL) FOR EACH VALVE FROM CONTROLLER TO VALVE TO CONFIRM WIRE INTEGRITY WITH DECODER INSTALLATION.

NOTE: DRAWING IS DIAGRAMMATIC FOR DESIGN CLARIFICATION ONLY.

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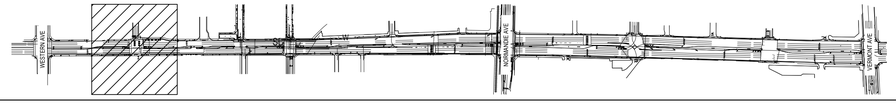
KEYMAP
SCALE: NTS



NORTH
0 20 40 60 80 feet
1" = 20'

PLANS PREPARED BY:
BGB | DESIGN GROUP
Landscape Architecture Planning Urban Design
3185 C1 Airway Avenue Costa Mesa, CA 92626
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UNDER THE SUPERVISION OF:
ARTHUR D. GUY CLA 2214 02/29/2024 DATE

REGISTERED LANDSCAPE ARCHITECT ARTHUR D GUY III 2214 Signature 02/29/2024 Date OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION
LANDSCAPE IRRIGATION PLAN
PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

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SHT 25 OF 47 DWG. NO. 5-2612

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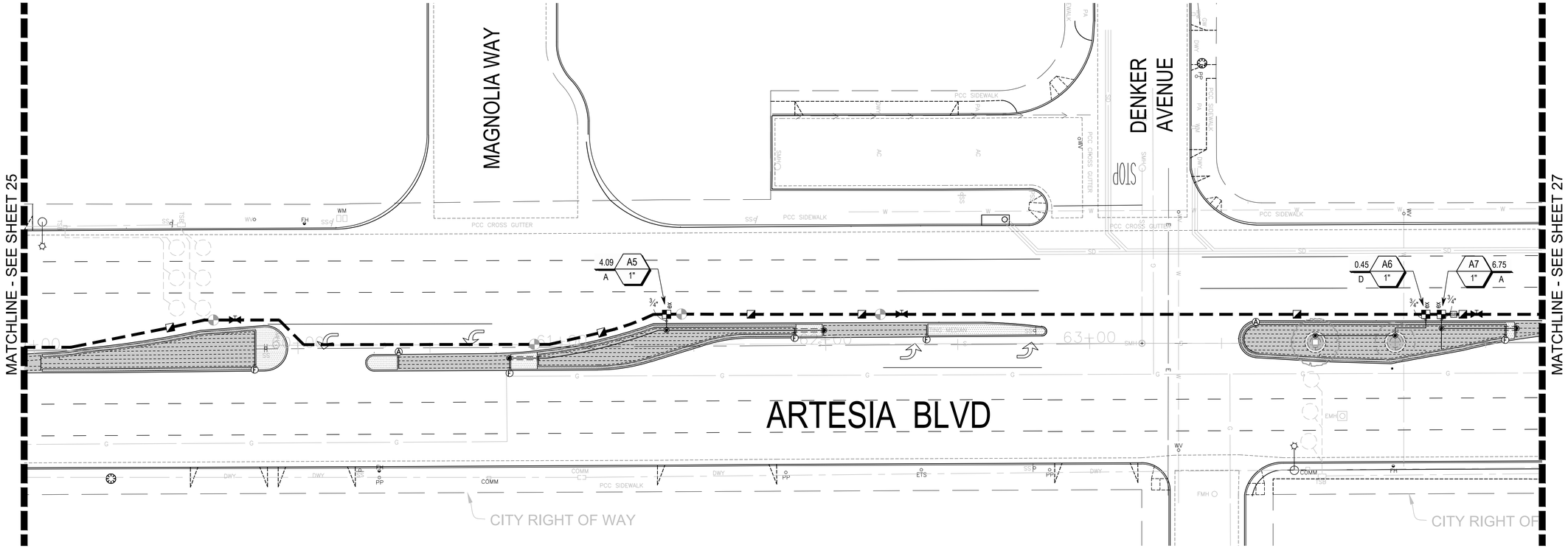
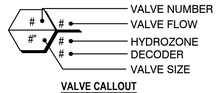


IRRIGATION LEGEND - SHEET 26

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
	HUNTER PCZ-101-25 DRIP CONTROL VALVE KIT. 1" PGV GLOBE VALVE WITH 1" HY100 FILTER SYSTEM. PRESSURE REGULATION: . FLOW RANGE: 0.5 GPM TO 15 GPM. 150 MESH STAINLESS STEEL SCREEN.	3	G/34, N/35, O/35, P/35, Q/35, R/35
	PIPE TRANSITION POINT ABOVE GRADE PIPE TRANSITION POINT FROM PVC LATERAL TO DRIP TUBING WITH RISER TO ABOVE GRADE INSTALLATION.	7	
	RAIN BIRD MDCFCAP DRIPLINE FLUSH VALVE CAP IN COMPRESSION FITTING COUPLER.	5	L/35
	RAIN BIRD ARV050 1/2" AIR RELIEF VALVE, MADE OF QUALITY RUST-PROOF MATERIALS, WITH A 6.0" DRIP VALVE BOX (SEB 7XB EMITTER BOX). USE WITH INSTALLATION BELOW SOIL. THE VALVE WILL ALLOW AIR TO ESCAPE THE PIPELINE, THUS PREVENTING WATER HAMMER OR BLOCKAGE.	2	M/35
	AREA TO RECEIVE DRIPLINE RAIN BIRD XFS-CV-06-18 XFS-CV SUB-SURFACE LANDSCAPE DRIPLINE WITH A HEAVY-DUTY 4.3 PSI CHECK VALVE. 0.6 GPH EMITTERS AT 18" O.C. DRIPLINE LATERALS SPACED AT 18" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN. SPECIFY XF INSERT FITTINGS. AVAILABLE ONLY IN CALIFORNIA	3,657 S.F.	I/34
	AREA TO RECEIVE DRIPLINE RAIN BIRD XFS-CV-09-18 (TREE DRIPLINE RING) XFS-CV SUB-SURFACE LANDSCAPE DRIPLINE WITH A HEAVY-DUTY 4.3 PSI CHECK VALVE. 0.9 GPH EMITTERS AT 18" O.C. DRIPLINE LATERALS SPACED AT 18" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN. SPECIFY XF INSERT FITTINGS.	69.0 S.F.	K/35

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
	EXISTING REMOTE CONTROL VALVE - NOT USED REMOVE AND CAP	4	
	EXISTING QUICK COUPLER VALVE PROTECT IN PLACE / RENOVATE ONLY PER DETAIL	6	S/35
	EXISTING BALL VALVE PROTECT IN PLACE / RENOVATE ONLY PER DETAIL	3	
	EXISTING SPLICE BOX - PROTECT IN PLACE	1	
	IRRIGATION LATERAL LINE: PVC SCHEDULE 40 3/4" MIN. SIZE. INSTALL PER TRENCH DETAIL.	210.8 L.F.	F/34
	IRRIGATION MAINLINE: EXISTING, PROTECT IN PLACE		
	PIPE SLEEVE: PVC SCHEDULE 40 PIPE SLEEVE LOCATION. INSTALL A MIN. 12" BEYOND EDGE OF HARDSCAPE. SEE PLAN FOR SIZES.	28.2 L.F.	F/34



VALVE CALLOUT

REFERENCE LEGEND - SHEET 26

SYMBOL	DESCRIPTION
ex	EXISTING VALVE LOCATION (VALVE TO BE REPLACED)
new	NEW VALVE

TREE DISPOSITION LEGEND - SHEET 26

TREES	BOTANICAL / COMMON NAME
	EXISTING LAGERSTROEMIA PROTECT IN PLACE
	LAGERSTROEMIA X 'MUSKOGEE' / TO MATCH EXISTING (LIGHT LAVENDER - STANDARD)

NOTE:
FOR COMPLETE IRRIGATION LEGEND, SEE SHEET 36.
FOR IRRIGATION DETAILS, SEE SHEETS 34 THROUGH 35.
FOR IRRIGATION CALCS, SCHEDULE & NOTES, SEE SHEET 36.

NOTES:
- IF EXISTING LOCATION AND DECODER IS ASSIGNED, CONTRACTOR TO UTILIZE EXISTING CONTROL AND COMMON WIRE AND RUN A NEW TWO-WIRE CABLE TO NEW VALVES IDENTIFIED.
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KEYMAP
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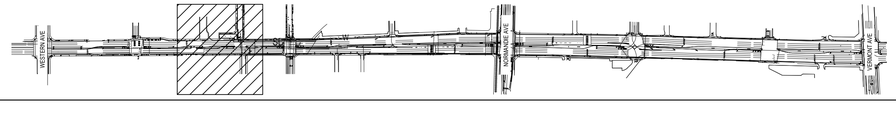

NORTH
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PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
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CHECKED BY	AG	-

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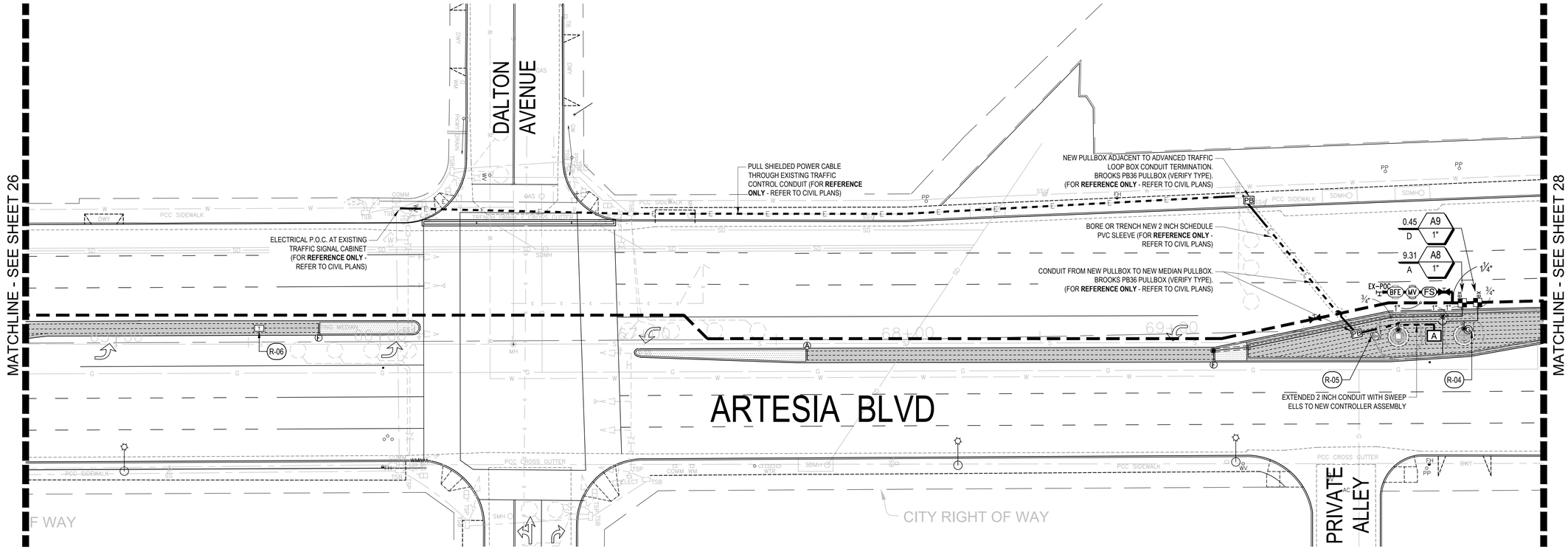


IRRIGATION LEGEND - SHEET 27

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
	HUNTER PCZ-101-25 DRIP CONTROL VALVE KIT. 1" PGV GLOBE VALVE WITH 1" HY100 FILTER SYSTEM. PRESSURE REGULATION: . FLOW RANGE: 0.5 GPM TO 15 GPM. 150 MESH STAINLESS STEEL SCREEN.	2	G/34, N/35, O/35, P/35, Q/35, R/35
	PIPE TRANSITION POINT ABOVE GRADE PIPE TRANSITION POINT FROM PVC LATERAL TO DRIP TUBING WITH RISER TO ABOVE GRADE INSTALLATION.	4	
F	RAIN BIRD MDCFCAP DRIPLINE FLUSH VALVE CAP IN COMPRESSION FITTING COUPLER.	2	L/35
A	RAIN BIRD ARV050 1/2" AIR RELIEF VALVE, MADE OF QUALITY RUST-PROOF MATERIALS, WITH A 6.0" DRIP VALVE BOX (SEB 7XB EMITTER BOX). USE WITH INSTALLATION BELOW SOIL. THE VALVE WILL ALLOW AIR TO ESCAPE THE PIPELINE, THUS PREVENTING WATER HAMMER OR BLOCKAGE.	1	M/35
	AREA TO RECEIVE DRIPLINE RAIN BIRD XFS-CV-06-18 XFS-CV SUB-SURFACE LANDSCAPE DRIPLINE WITH A HEAVY-DUTY 4.3 PSI CHECK VALVE. 0.6 GPH EMITTERS AT 18" O.C. DRIPLINE LATERALS SPACED AT 18" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN. SPECIFY XF INSERT FITTINGS. AVAILABLE ONLY IN CALIFORNIA	2,629 S.F.	I/34
	AREA TO RECEIVE DRIPLINE RAIN BIRD XFS-CV-09-18 (TREE DRIPLINE RING) XFS-CV SUB-SURFACE LANDSCAPE DRIPLINE WITH A HEAVY-DUTY 4.3 PSI CHECK VALVE. 0.9 GPH EMITTERS AT 18" O.C. DRIPLINE LATERALS SPACED AT 18" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN. SPECIFY XF INSERT FITTINGS.	69.0 S.F.	K/35

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
	EXISTING BALL VALVE PROTECT IN PLACE / RENOVATE ONLY PER DETAIL	2	
MV	BUCKNER-SUPERIOR 3200-NXT 1" NORMALLY CLOSED BRASS MASTER VALVE THAT PROVIDES DIRTY WATER PROTECTION, NO MINIMUM FLOW FEATURE AND NO EXTERNAL TUBING. AVAILABLE IN 3/4", 1", 1-1/2", 2", 2-1/2", AND 3".	1	C/34
BFE	EXISTING - PROTECT IN PLACE: FEBCO 1-1/2" REDUCED PRESSURE BACKFLOW PREVENTER	1	B/34
A	CONTROLLER ASSEMBLY `A` HUNTER I-CORE CONTROLLER IN STAINLESS STEEL ENCLOSURE WITH RAIN SENSOR. SEE SHEET 33 FOR ASSEMBLY MODEL NUMBER AND SPECIFICATIONS. AVAILABLE THROUGH GREEN PRODUCT SALES. CONTACT DARYL GREEN (949) 584-7311. (OR APPROVED EQUAL)	1	A/34 O/35
FS	CST FLOW SENSOR IFS-100C CREATIVE SENSOR TECHNOLOGY	1	D/34
PB	PULLBOX BROOKS PB36 PULLBOX	2	T/35
EX-POC	POINT OF CONNECTION 1 1/2" (EXISTING) 50-150 PSI PROVIDED BY GOLDEN STATE WATER (FEB 11, 2022). 75 PSI MINIMUM REQUIRED FOR SYSTEM OPERATION.	1	
	IRRIGATION LATERAL LINE: PVC SCHEDULE 40 3/4" MIN. SIZE. INSTALL PER TRENCH DETAIL.	143.5 L.F.	F/34
	IRRIGATION MAINLINE: EXISTING, PROTECT IN PLACE		
	PIPE SLEEVE: PVC SCHEDULE 40 PIPE SLEEVE LOCATION. INSTALL A MIN. 12" BEYOND EDGE OF HARDSCAPE. SEE PLAN FOR SIZES.	14.7 L.F.	F/34

REFERENCE LEGEND - SHEET 27

SYMBOL	DESCRIPTION
R-04	EXISTING GAS METER - PROTECT IN PLACE
R-05	EXISTING MANHOLE - PROTECT IN PLACE
R-06	TRAFFIC BOX - PROTECT IN PLACE
ex	EXISTING VALVE LOCATION (VALVE TO BE REPLACED)
new	NEW VALVE

TREE DISPOSITION LEGEND - SHEET 27

TREES	BOTANICAL / COMMON NAME
	EXISTING LAGERSTROEMIA PROTECT IN PLACE
	LAGERSTROEMIA X `MUSKOGEE` / TO MATCH EXISTING (LIGHT LAVENDER - STANDARD)

CABLE NOTE: FOR COMMUNICATION BETWEEN LOCAL DECODERS AND NEW MAIN LINE RUNS. P-7072D PAIGE ELECTRIC COMMUNICATION CABLE – 14 AWG/2 CONDUCTOR "MAXI" CABLE WITH TWO TYPE UF WIRES WITH A PE OUTER JACKET. THE COLORS OF THE OUTER JACKET SHALL BE AS CALLED-FOR IN THE IRRIGATION PLANS AND SPECIFICATIONS.	PAIGE PART	#PRODUCT DESCRIPTION
	180127	14 AWG BLACK
	180114	14 AWG ORANGE
	180116	14 AWG BLUE
	180118	14 AWG YELLOW
	1801181	14 AWG PURPLE
	1801182	14 AWG BROWN
	1801151	14 AWG PINK
	1801183	14 AWG GRAY
	180117	14 AWG GREEN

PAIGE PART	#PRODUCT DESCRIPTION
180115	14 AWG RED JACKET
180126	14 AWG WHITE

CONTROLLER ASSEMBLY - A:
CONTROLLER INSTALLED STAINLESS STEEL ENCLOSURE. PROVIDED BY GREEN PRODUCT SALES. CONTACT: DARYL GREEN 949-584-7311.

ASSEMBLY MODEL #
ICA6-HU7-18/SP/SOLSE/IFS-100C/TU3D-6/(2)3DDEC/TSP/GRD-K/LBR-2

CONTROLLER:	HUNTER IC-1800 (ENCLOSURE MOUNT)
NUMBER OF STATIONS:	18 TOTAL (11 USED)
POWER USAGE:	120 / 240 VAC, 50 / 60 HZ.
MAX AC DRAW:	1 AMPS / 120 V - 2 AMPS / 230 V
WIRE TYPE:	CONVENTIONAL #14AWG (PILOT WIRES) #12 AWG (COMMON WIRE)

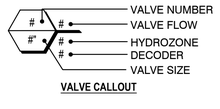
NOTE: IF FIELD SPLICES ARE REQUIRED, PLACE IN PULL BOX PER DETAIL "T" / SHEET 35.

POINT OF CONNECTION - CONTROLLER A:
WATER METER LOCATED AS SHOWN ON THE APPROVED SEWER AND WATER PLANS PROVIDED BY THE CIVIL ENGINEER OF RECORD

METER SIZE:	1 1/2"
SERVICE LINE SIZE:	1 1/2"
ELEVATION OF METER:	-
STATIC PRESSURE:	75 PSI MIN. REQUIRED
PUMP REQUIRED:	NO
AREA SERVED:	10,587 SF

NOTES:
- IF EXISTING LOCATION AND DECODER IS ASSIGNED, CONTRACTOR TO UTILIZE EXISTING CONTROL AND COMMON WIRE AND RUN A NEW TWO-WIRE CABLE TO NEW VALVES IDENTIFIED.
- CONTRACTOR SHALL TEST EACH PAIR OF WIRES (COMMON & CONTROL) FOR EACH VALVE FROM CONTROLLER TO VALVE TO CONFIRM WIRE INTEGRITY WITH DECODER INSTALLATION.

NOTE:
FOR COMPLETE IRRIGATION LEGEND, SEE SHEET 36.
FOR IRRIGATION DETAILS, SEE SHEETS 34 THROUGH 35.
FOR IRRIGATION CALCS, SCHEDULE & NOTES, SEE SHEET 36.



VALVE CALLOUT



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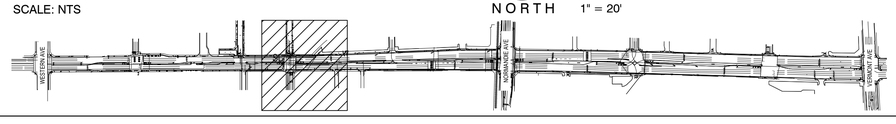
KEYMAP
SCALE: NTS



PLANS PREPARED BY:
BGB | DESIGN GROUP
Landscape Architecture Planning Urban Design
3185 C1 Airway Avenue Costa Mesa, CA 92626
P: 714-545-2898 F: 714-545-2878 bgb-inc.com
UNDER THE SUPERVISION OF:
ARTHUR D. GUY CLA 2214 — 02/29/2024 DATE

REGISTERED LANDSCAPE ARCHITECT — ARTHUR D GUY III — 2214 — Signature — 02/29/2024 Date — REN. 8/31/2024 — STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

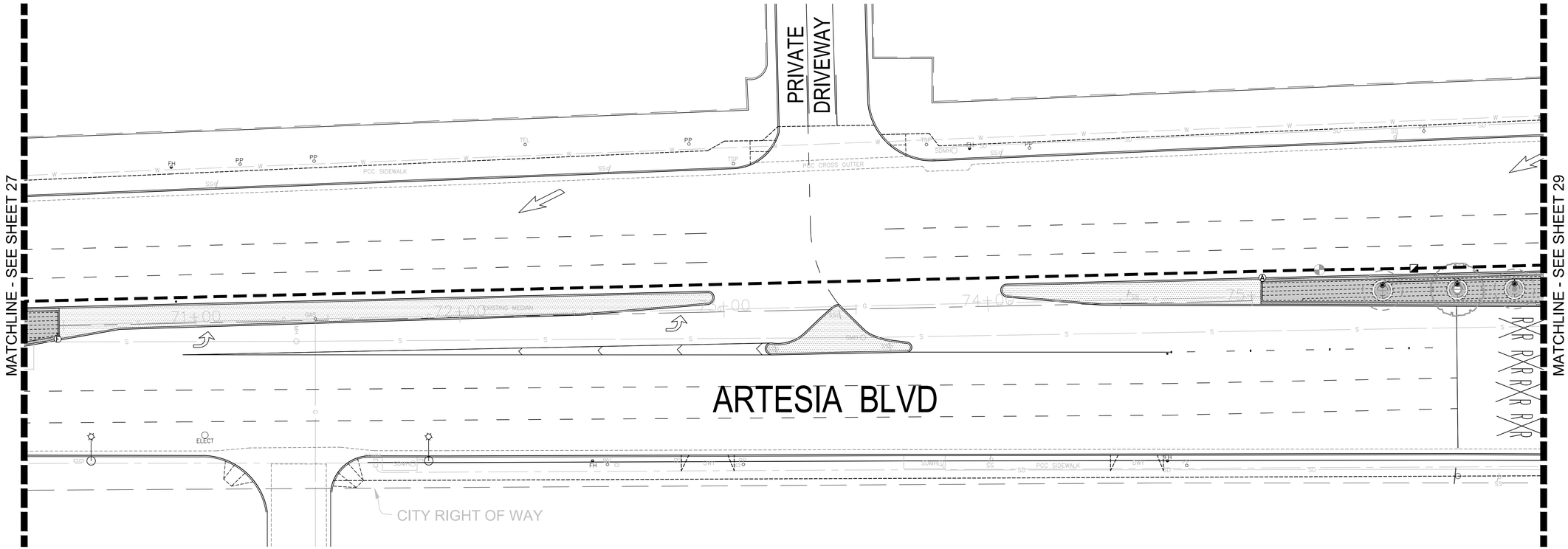
CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION
LANDSCAPE IRRIGATION PLAN
PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

APPROVED BY: SEE SHEET 1 FOR SIGNATURE — DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 27 OF 47 — DWG. NO. 5-2612

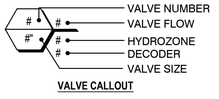
FILE PATH: G:\Penco\artesia median\DRAWINGS\04 construction docs - revised medians\PEN-190101-02 L3 Irrigation Plan PLOTTED ON: 2/29/2024 2:50 PM



IRRIGATION LEGEND - SHEET 28

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
◉	PIPE TRANSITION POINT ABOVE GRADE PIPE TRANSITION POINT FROM PVC LATERAL TO DRIP TUBING WITH RISER TO ABOVE GRADE INSTALLATION.	3	
Ⓕ	RAIN BIRD MDCFCAP DRIPLINE FLUSH VALVE CAP IN COMPRESSION FITTING COUPLER.	1	L/35
Ⓐ	RAIN BIRD ARV050 1/2" AIR RELIEF VALVE, MADE OF QUALITY RUST-PROOF MATERIALS, WITH A 6.0" DRIP VALVE BOX (SEB 7XB EMITTER BOX). USE WITH INSTALLATION BELOW SOIL. THE VALVE WILL ALLOW AIR TO ESCAPE THE PIPELINE, THUS PREVENTING WATER HAMMER OR BLOCKAGE.	1	M/35
	AREA TO RECEIVE DRIPLINE RAIN BIRD XFS-CV-09-18 (TREE DRIPLINE RING) XFS-CV SUB-SURFACE LANDSCAPE DRIPLINE WITH A HEAVY-DUTY 4.3 PSI CHECK VALVE. 0.9 GPH EMITTERS AT 18" O.C. DRIPLINE LATERALS SPACED AT 18" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN. SPECIFY XF INSERT FITTINGS.	103.5 S.F.	K/35

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
	EXISTING REMOTE CONTROL VALVE - NOT USED REMOVE AND CAP	1	
◪	EXISTING QUICK COUPLER VALVE PROTECT IN PLACE / RENOVATE ONLY PER DETAIL	1	S/35
	IRRIGATION LATERAL LINE: PVC SCHEDULE 40 3/4" MIN. SIZE. INSTALL PER TRENCH DETAIL.	54.4 L.F.	F/34
	IRRIGATION MAINLINE: EXISTING, PROTECT IN PLACE		



VALVE CALLOUT

TREE DISPOSITION LEGEND - SHEET 28

TREES	BOTANICAL / COMMON NAME
	EXISTING LAGERSTROEMIA PROTECT IN PLACE
	EXISTING MELALEUCA PROTECT IN PLACE
	MELALEUCA QUINQUENERVIA / CAJEPUT TREE (SINGLE TRUNK)

NOTE:
FOR COMPLETE IRRIGATION LEGEND, SEE SHEET 36.
FOR IRRIGATION DETAILS, SEES SHEETS 34 THROUGH 35.
FOR IRRIGATION CALCS, SCHEDULE & NOTES, SEE SHEET 36.

NOTES:
- IF EXISTING LOCATION AND DECODER IS ASSIGNED, CONTRACTOR TO UTILIZE EXISTING CONTROL AND COMMON WIRE AND RUN A NEW TWO-WIRE CABLE TO NEW VALVES IDENTIFIED.
- CONTRACTOR SHALL TEST EACH PAIR OF WIRES (COMMON & CONTROL) FOR EACH VALVE FROM CONTROLLER TO VALVE TO CONFIRM WIRE INTEGRITY WITH DECODER INSTALLATION.

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KEYMAP
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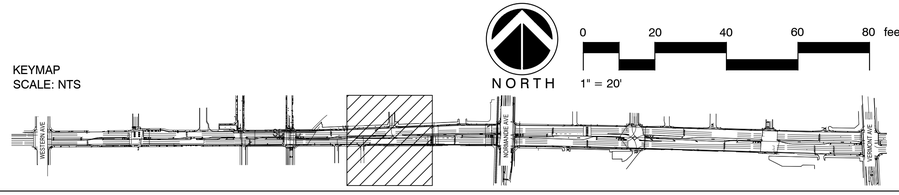

NORTH
0 20 40 60 80 feet
1" = 20'

PLANS PREPARED BY:
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ARTHUR D. GUY CLA 2214 02/29/2024 DATE

REGISTERED LANDSCAPE ARCHITECT ARTHUR D GUY III 2214 Signature 02/29/2024 Date OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION
LANDSCAPE IRRIGATION PLAN
PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

APPROVED BY : SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER
SHT 28 OF 47 DWG. NO. 5-2612

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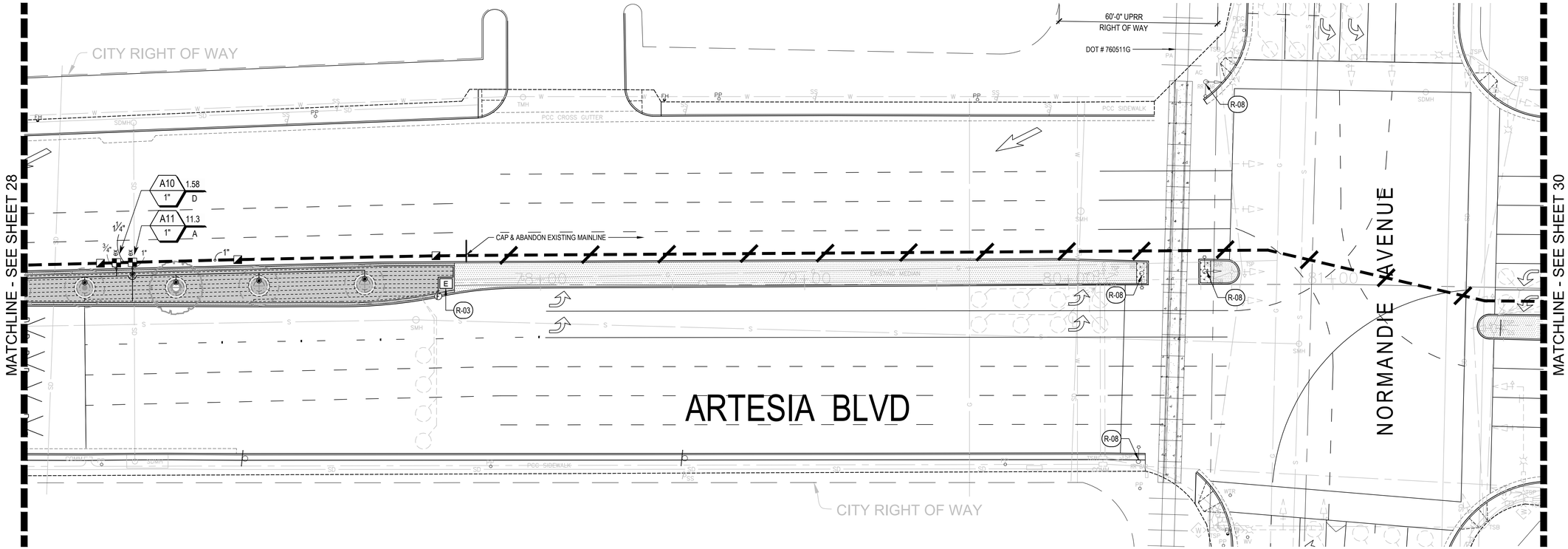
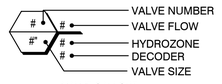


IRRIGATION LEGEND - SHEET 29

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
	HUNTER PCZ-101-25 DRIP CONTROL VALVE KIT. 1" PGV GLOBE VALVE WITH 1" HY100 FILTER SYSTEM. PRESSURE REGULATION: . FLOW RANGE: 0.5 GPM TO 15 GPM. 150 MESH STAINLESS STEEL SCREEN.	2	G/34, N/35, O/35, P/35, Q/35, R/35
	PIPE TRANSITION POINT ABOVE GRADE PIPE TRANSITION POINT FROM PVC LATERAL TO DRIP TUBING WITH RISER TO ABOVE GRADE INSTALLATION.	5	
	RAIN BIRD MDCFCAP DRIPLINE FLUSH VALVE CAP IN COMPRESSION FITTING COUPLER.	1	L/35
	AREA TO RECEIVE DRIPLINE RAIN BIRD XFS-CV-06-18 XFS-CV SUB-SURFACE LANDSCAPE DRIPLINE WITH A HEAVY-DUTY 4.3 PSI CHECK VALVE. 0.6 GPH EMITTERS AT 18" O.C. DRIPLINE LATERALS SPACED AT 18" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN. SPECIFY XF INSERT FITTINGS. AVAILABLE ONLY IN CALIFORNIA	2,550 S.F.	I/34
	AREA TO RECEIVE DRIPLINE RAIN BIRD XFS-CV-09-18 (TREE DRIPLINE RING) XFS-CV SUB-SURFACE LANDSCAPE DRIPLINE WITH A HEAVY-DUTY 4.3 PSI CHECK VALVE. 0.9 GPH EMITTERS AT 18" O.C. DRIPLINE LATERALS SPACED AT 18" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN. SPECIFY XF INSERT FITTINGS.	138.0 S.F.	K/35

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
	EXISTING QUICK COUPLER VALVE PROTECT IN PLACE / RENOVATE ONLY PER DETAIL	3	S/35
	IRRIGATION LATERAL LINE: PVC SCHEDULE 40 3/4" MIN. SIZE. INSTALL PER TRENCH DETAIL.	155.0 L.F.	F/34
	IRRIGATION MAINLINE: EXISTING, PROTECT IN PLACE		



VALVE CALLOUT

REFERENCE LEGEND - SHEET 29

SYMBOL	DESCRIPTION
R-03	EXISTING ELECTRICAL METER - PROTECT IN PLACE
R-08	EXISTING CROSSING WARNING DEVICE AND FLASHERS - PROTECT IN PLACE
	CAP & ABANDON EXISTING MAINLINE
ex	EXISTING VALVE LOCATION (VALVE TO BE REPLACED)
new	NEW VALVE

TREE DISPOSITION LEGEND - SHEET 29

TREES	BOTANICAL / COMMON NAME
	EXISTING LAGERSTROEMIA PROTECT IN PLACE
	EXISTING MELALEUCA PROTECT IN PLACE
	MELALEUCA QUINQUENERVIA / CAJEPUT TREE (SINGLE TRUNK)

NOTE:
FOR COMPLETE IRRIGATION LEGEND, SEE SHEET 36.
FOR IRRIGATION DETAILS, SEES SHEETS 34 THROUGH 35.
FOR IRRIGATION CALCS, SCHEDULE & NOTES, SEE SHEET 36.

NOTES:

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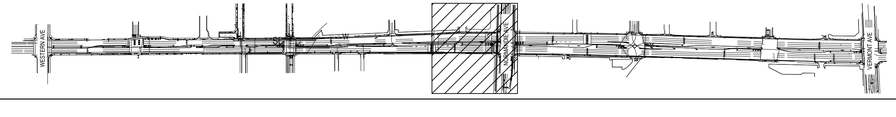

NORTH

0 20 40 60 80 feet
1" = 20'

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CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION

LANDSCAPE IRRIGATION PLAN

PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
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CHECKED BY	AG	-

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SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 29 OF 47 DWG. NO. 5-2612

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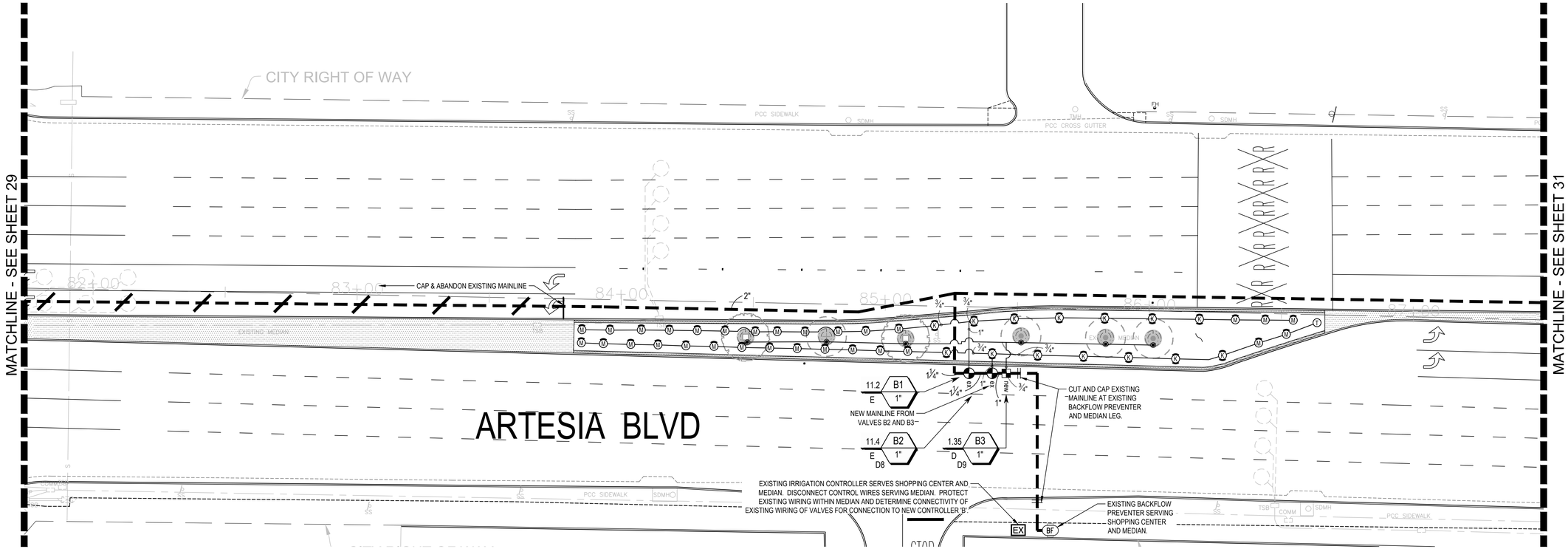
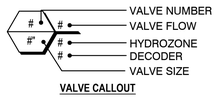


IRRIGATION LEGEND - SHEET 30

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	PSI	DETAIL
T	HUNTER MP CORNER PROS-12-PRS40-CV SHRUB ROTATOR, 12" POP-UP WITH FACTORY INSTALLED CHECK VALVE, PRESSURE REGULATED TO 40 PSI, MP ROTATOR NOZZLE. T=TURQUOISE ADJ ARC 45-105 ON PRS40 BODY.	1	40	J/35
M L O	HUNTER MP1000 PROS-12-PRS40-CV SHRUB ROTATOR, 12" POP-UP WITH CHECK VALVE, PRESSURE REGULATED TO 40 PSI, MP ROTATOR NOZZLE. M=MAROON ADJ ARC 90 TO 210, L=LIGHT BLUE 210 TO 270 ARC, O=OLIVE 360 ARC ON PRS40 BODY.	30	40	J/35
M G R	HUNTER MP2000 PROS-12-PRS40-CV SHRUB ROTATOR, 12" POP-UP WITH CHECK VALVE, PRESSURE REGULATED TO 40 PSI, MP ROTATOR NOZZLE. K=BLACK ADJ ARC 90-210, G=GREEN ADJ ARC 210-270, R=RED 360 ARC ON PRS40 BODY.	14	40	J/35

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
	HUNTER PCZ-101-25 DRIP CONTROL VALVE KIT. 1" PGV GLOBE VALVE WITH 1" HY100 FILTER SYSTEM. PRESSURE REGULATION: . FLOW RANGE: 0.5 GPM TO 15 GPM. 150 MESH STAINLESS STEEL SCREEN.	1	G/34 , N/35, O/35, P/35, Q/35, R/35
	PIPE TRANSITION POINT ABOVE GRADE PIPE TRANSITION POINT FROM PVC LATERAL TO DRIP TUBING WITH RISER TO ABOVE GRADE INSTALLATION.	6	
	AREA TO RECEIVE DRIPLINE RAIN BIRD XFS-CV-09-18 (TREE DRIPLINE RING) XFS-CV SUB-SURFACE LANDSCAPE DRIPLINE WITH A HEAVY-DUTY 4.3 PSI CHECK VALVE. 0.9 GPH EMITTERS AT 18" O.C. DRIPLINE LATERALS SPACED AT 18" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN. SPECIFY XF INSERT FITTINGS.	207.1 S.F.	K/35

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
	HUNTER ICV-G 1", 1-1/2", 2", AND 3" PLASTIC ELECTRIC REMOTE CONTROL VALVES, GLOBE CONFIGURATION, WITH NPT THREADED INLET/OUTLET, FOR COMMERCIAL/MUNICIPAL USE.	2	H/34 , N/35, O/35, P/35, Q/35, R/35
BF	EXISTING BACKFLOW PREVENTER PROTECT-IN-PLACE	1	
EX	EXISTING IRRIGATION CONTROLLER PROTECT-IN-PLACE	1	
	IRRIGATION LATERAL LINE: PVC SCHEDULE 40 3/4" MIN. SIZE. INSTALL PER TRENCH DETAIL.	747.6 L.F.	F/34
	IRRIGATION MAINLINE: EXISTING, PROTECT IN PLACE		
W	IRRIGATION MAINLINE: PVC SCHEDULE 40 (NEW MAINLINE) 1-1 1/2" SIZE. SIZE NOTED ON PLAN. INSTALL PER TRENCH DETAIL.	5.3 L.F.	F/34



VALVE CALLOUT

REFERENCE LEGEND - SHEET 30

SYMBOL	DESCRIPTION
	CAP & ABANDON EXISTING MAINLINE
ex	EXISTING VALVE LOCATION (VALVE TO BE REPLACED)
new	NEW VALVE

TREE DISPOSITION LEGEND - SHEET 30

TREES	BOTANICAL / COMMON NAME
	EXISTING LAGERSTROEMIA PROTECT IN PLACE
	EXISTING MELALEUCA PROTECT IN PLACE
	LAGERSTROEMIA X `MUSKOGEE' / TO MATCH EXISTING (LIGHT LAVENDER - STANDARD)

NOTE:
FOR COMPLETE IRRIGATION LEGEND, SEE SHEET 36.
FOR IRRIGATION DETAILS, SEE SHEETS 34 THROUGH 35.
FOR IRRIGATION CALCS, SCHEDULE & NOTES, SEE SHEET 36.

NOTES:
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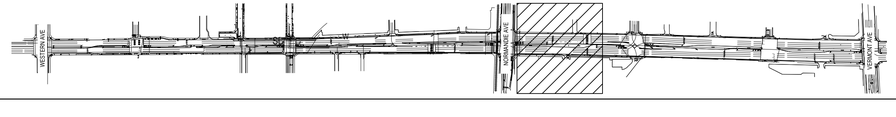

NORTH
0 20 40 60 80 feet
1" = 20'

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ARTHUR D. GUY CLA 2214 02/29/2024 DATE

REGISTERED LANDSCAPE ARCHITECT ARTHUR D GUY III 2214 Signature 02/29/2024 Date OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION
LANDSCAPE IRRIGATION PLAN
PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

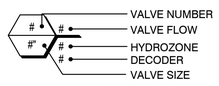
APPROVED BY : SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER
SHT 30 OF 47 DWG. NO. 5-2612

FILE PATH: G:\Penco\artesia median\DRAWINGS\04 construction docs - revised medians\PEN-190101-02 L3 Irrigation Plan PLOTTED ON:2/29/2024 2:50 PM



IRRIGATION LEGEND - SHEET 31

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
— — — —	IRRIGATION MAINLINE: EXISTING, PROTECT IN PLACE		



VALVE CALLOUT

NOTE:
FOR COMPLETE IRRIGATION LEGEND, SEE SHEET 36.
FOR IRRIGATION DETAILS, SEE SHEETS 34 THROUGH 35.
FOR IRRIGATION CALCS, SCHEDULE & NOTES, SEE SHEET 36.

NOTES:

- IF EXISTING LOCATION AND DECODER IS ASSIGNED, CONTRACTOR TO UTILIZE EXISTING CONTROL AND COMMON WIRE AND RUN A NEW TWO-WIRE CABLE TO NEW VALVES IDENTIFIED.
- CONTRACTOR SHALL TEST EACH PAIR OF WIRES (COMMON & CONTROL) FOR EACH VALVE FROM CONTROLLER TO VALVE TO CONFIRM WIRE INTEGRITY WITH DECODER INSTALLATION.

NOTE: DRAWING IS DIAGRAMMATIC FOR DESIGN CLARIFICATION ONLY.

DIGALERT
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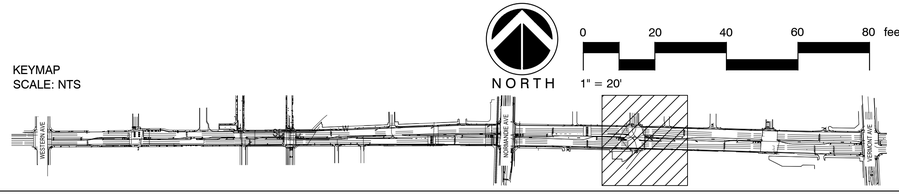
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

KEYMAP
SCALE: NTS



NORTH

0 20 40 60 80 feet
1" = 20'

PLANS PREPARED BY:
BGB | DESIGN GROUP
Landscape Architecture Planning Urban Design
3185 C1 Airway Avenue Costa Mesa, CA 92626
P: 714-545-2898 F: 714-545-2878 bgb-inc.com
UNDER THE SUPERVISION OF:
ARTHUR D. GUY CLA 2214 — 02/29/2024 DATE

REGISTERED LANDSCAPE ARCHITECT — ARTHUR D GUY III — 2214 — Signature — 02/29/2024 — Date — OR 4/30/25 — STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

LANDSCAPE IRRIGATION PLAN

PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
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SHT 31 OF 47 DWG. NO. 5-2612

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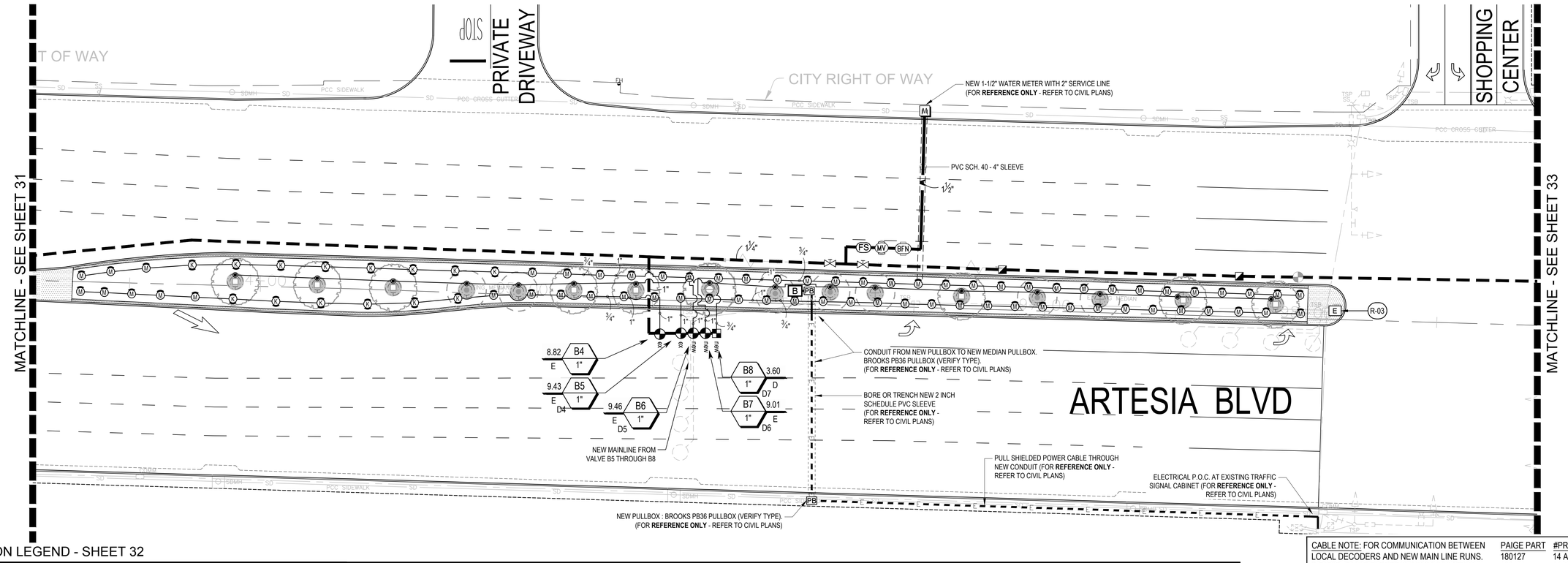


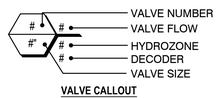
IRRIGATION LEGEND - SHEET 32

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	PSI	DETAIL
M K O	HUNTER MP1000 PROS-12-PRS40-CV SHRUB ROTATOR, 12" POP-UP WITH CHECK VALVE, PRESSURE REGULATED TO 40 PSI, MP ROTATOR NOZZLE. M=MAROON ADJ ARC 90 TO 210, L=LIGHT BLUE 210 TO 270 ARC, O=OLIVE 360 ARC ON PRS40 BODY.	65	40	J/35
W Y G	HUNTER MP2000 PROS-12-PRS40-CV SHRUB ROTATOR, 12" POP-UP WITH CHECK VALVE, PRESSURE REGULATED TO 40 PSI, MP ROTATOR NOZZLE. K=BLACK ADJ ARC 90-210, G=GREEN ADJ ARC 210-270, R=RED 360 ARC ON PRS40 BODY.	14	40	J/35

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
	HUNTER PCZ-101-25 DRIP CONTROL VALVE KIT. 1" PGV GLOBE VALVE WITH 1" HY100 FILTER SYSTEM. PRESSURE REGULATION: . FLOW RANGE: 0.5 GPM TO 15 GPM. 150 MESH STAINLESS STEEL SCREEN.	1	G/34 , N/35, O/35, P/35, Q/35, R/35
	PIPE TRANSITION POINT ABOVE GRADE PIPE TRANSITION POINT FROM PVC LATERAL TO DRIP TUBING WITH RISER TO ABOVE GRADE INSTALLATION.	16	
	AREA TO RECEIVE DRIPLINE RAIN BIRD XFS-CV-09-18 (TREE DRIPLINE RING) XFS-CV SUB-SURFACE LANDSCAPE DRIPLINE WITH A HEAVY-DUTY 4.3 PSI CHECK VALVE. 0.9 GPH EMITTERS AT 18" O.C. DRIPLINE LATERALS SPACED AT 18" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN. SPECIFY XF INSERT FITTINGS.	552.1 S.F.	K/35

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
	EXISTING REMOTE CONTROL VALVE - NOT USED REMOVE AND CAP	1	
	HUNTER ICV-G 1", 1-1/2", 2", AND 3" PLASTIC ELECTRIC REMOTE CONTROL VALVES, GLOBE CONFIGURATION, WITH NPT THREADED INLET/OUTLET, FOR COMMERCIAL/MUNICIPAL USE.	4	H/34 , N/35, O/35, P/35, Q/35, R/35
	EXISTING QUICK COUPLER VALVE PROTECT IN PLACE / RENOVATE ONLY PER DETAIL	2	S/35
	NIBCO T-113 CLASS 125 BRONZE GATE SHUT OFF VALVE WITH WHEEL HANDLE, SAME SIZE AS MAINLINE PIPE DIAMETER AT VALVE LOCATION. SIZE RANGE - 1/4" - 3"	2	E/34
MV	BUCKNER-SUPERIOR 3200-NXT 1" NORMALLY CLOSED BRASS MASTER VALVE THAT PROVIDES DIRTY WATER PROTECTION, NO MINIMUM FLOW FEATURE AND NO EXTERNAL TUBING. AVAILABLE IN 3/4", 1", 1-1/2", 2", 2-1/2", AND 3".	1	C/34
BFN	FEBCO 825YA-LF 1-1/2" REDUCED PRESSURE BACKFLOW PREVENTER. BACKFLOW ENCLOSURE: VIT STRONGBOX #SBBC-30CR ENCLOSURE SHALL BE EMBEDDED IN AN 8" THICK CONCRETE PAD THAT EXTENDS 6" BEYOND THE SIDES AND 3` BEHIND THE HINDGED SIDE OF ENCLOSURE. CONCRETE INSTALLATION GRADE SHALL MATCH THE CURB HEIGHT.	1	B/34
B	CONTROLLER ASSEMBLY `B` HUNTER I-CORE CONTROLLER IN STAINLESS STEEL ENCLOSURE WITH RAIN SENSOR. SEE SHEET 38 FOR ASSEMBLY MODEL NUMBER AND SPECIFICATIONS. AVAILABLE THROUGH GREEN PRODUCT SALES. CONTACT DARYL GREEN (949) 584-7311. (OR APPROVED EQUAL)	1	A/34 P/35, Q/35, R/35
FS	CST FLOW SENSOR IFS-100C CREATIVE SENSOR TECHNOLOGY	1	D/34
PB	PULLBOX BROOKS PB36 PULLBOX	2	T/35
M	WATER METER 1-1/2" (NEW) 50-150 PSI PROVIDED BY GOLDEN STATE WATER (FEB 11, 2022). 75 PSI MINIMUM REQUIRED FOR SYSTEM OPERATION.	1	

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
	IRRIGATION LATERAL LINE: PVC SCHEDULE 40 3/4" MIN. SIZE. INSTALL PER TRENCH DETAIL.	1,420 L.F.	F/34
	IRRIGATION MAINLINE: EXISTING, PROTECT IN PLACE		
W	IRRIGATION MAINLINE: PVC SCHEDULE 40 (NEW MAINLINE) 1-1 1/2" SIZE. SIZE NOTED ON PLAN. INSTALL PER TRENCH DETAIL.	101.8 L.F.	F/34
	PIPE SLEEVE: PVC SCHEDULE 40 PIPE SLEEVE LOCATION. INSTALL A MIN. 12" BEYOND EDGE OF HARDSCAPE. SEE PLAN FOR SIZES.	64.8 L.F.	F/34



VALVE CALLOUT

TREE DISPOSITION LEGEND - SHEET 32

TREES	BOTANICAL / COMMON NAME
	EXISTING LAGERSTROEMIA PROTECT IN PLACE
	EXISTING MELALEUCA PROTECT IN PLACE
	LAGERSTROEMIA X `MUSKOGEE` / TO MATCH EXISTING (LIGHT LAVENDER - STANDARD)
	MELALEUCA QUINQUENERVIA / CAJEPUT TREE (SINGLE TRUNK)

REFERENCE LEGEND - SHEET 32

SYMBOL	DESCRIPTION
R-03	EXISTING ELECTRICAL METER - PROTECT IN PLACE
ex	EXISTING VALVE LOCATION (VALVE TO BE REPLACED)
new	NEW VALVE

NOTE:
FOR COMPLETE IRRIGATION LEGEND, SEE SHEET 36.
FOR IRRIGATION DETAILS, SEE SHEETS 34 THROUGH 35.
FOR IRRIGATION CALCS, SCHEDULE & NOTES, SEE SHEET 36.

NOTES:
- IF EXISTING LOCATION AND DECODER IS ASSIGNED, CONTRACTOR TO UTILIZE EXISTING CONTROL AND COMMON WIRE AND RUN A NEW TWO-WIRE CABLE TO NEW VALVES IDENTIFIED.
- CONTRACTOR SHALL TEST EACH PAIR OF WIRES (COMMON & CONTROL) FOR EACH VALVE FROM CONTROLLER TO VALVE TO CONFIRM WIRE INTEGRITY WITH DECODER INSTALLATION.

POINT OF CONNECTION - CONTROLLER B:
WATER METER LOCATED AS SHOWN ON THE APPROVED SEWER AND WATER PLANS PROVIDED BY THE CIVIL ENGINEER OF RECORD

METER SIZE:	1 1/2"
SERVICE LINE SIZE:	1 1/2"
ELEVATION OF METER:	-
STATIC PRESSURE:	75 PSI MIN. REQUIRED
PUMP REQUIRED:	NO
AREA SERVED:	21,933 SF

CONTROLLER NOTE:
PRIOR TO START OF MAINTENANCE PERIOD, IRRIGATION CONTROLLER SHALL BE PROGRAMMED TO RUN OFF REAL TIME ET.

NOTE: DRAWING IS DIAGRAMMATIC FOR DESIGN CLARIFICATION ONLY.

CABLE NOTE: FOR COMMUNICATION BETWEEN LOCAL DECODERS AND NEW MAIN LINE RUNS.
P-7072D PAIGE ELECTRIC COMMUNICATION CABLE – 14 AWG/2 CONDUCTOR "MAXI" CABLE WITH TWO TYPE UF WIRES WITH A PE OUTER JACKET. THE COLORS OF THE OUTER JACKET SHALL BE AS CALLED-FOR IN THE IRRIGATION PLANS AND SPECIFICATIONS.

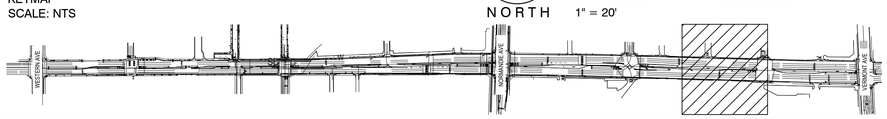
PAIGE PART	#PRODUCT DESCRIPTION
180115	14 AWG RED JACKET
180126	14 AWG WHITE
180127	14 AWG BLACK
180114	14 AWG ORANGE
180116	14 AWG BLUE
180118	14 AWG YELLOW
1801181	14 AWG PURPLE
1801182	14 AWG BROWN
1801151	14 AWG PINK
1801183	14 AWG GRAY
180117	14 AWG GREEN

CONTROLLER ASSEMBLY - B:
CONTROLLER INSTALLED STAINLESS STEEL ENCLOSURE. PROVIDED BY GREEN PRODUCT SALES. CONTACT: DARYL GREEN 949-584-7311.

ASSEMBLY MODEL #
ICA6-HU7-18/SP/SOLSE/IFS-100C/TU3D-24/(9)3DDEC/(3)TSP/(3)GRD-K/LBR-4

CONTROLLER:	HUNTER IC-1800 (ENCLOSURE MOUNT)
NUMBER OF STATIONS:	18 TOTAL (12 USED)
POWER USAGE:	120 / 240 VAC, 50 / 60 HZ.
MAX AC DRAW:	1 AMPS / 120 V - 2 AMPS / 230 V
WIRE TYPE:	CONVENTIONAL #14AWG (PILOT WIRES) #12 AWG (COMMON WIRE)

NOTE: IF FIELD SPLICES ARE REQUIRED, PLACE IN PULL BOX PER DETAIL 'T' / SHEET 35.



KEYMAP
SCALE: NTS

NORTH
0 20 40 60 80 feet
1" = 20'

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Landscape Architecture Planning Urban Design
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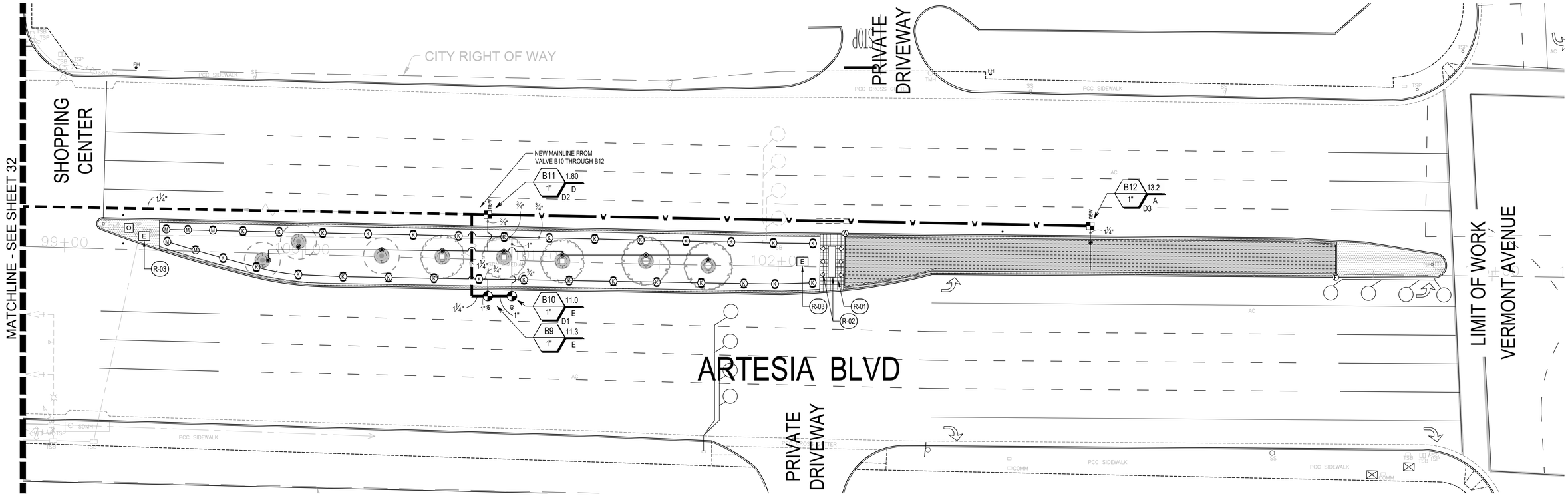

IRRIGATION LEGEND - SHEET 33

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	PSI	DETAIL
M L O	HUNTER MP1000 PROS-12-PRS40-CV SHRUB ROTATOR, 12" POP-UP WITH CHECK VALVE, PRESSURE REGULATED TO 40 PSI, MP ROTATOR NOZZLE. M=MAROON ADJ ARC 90 TO 210, L=LIGHT BLUE 210 TO 270 ARC, O=OLIVE 360 ARC ON PRS40 BODY.	5	40	J/35
K G R	HUNTER MP2000 PROS-12-PRS40-CV SHRUB ROTATOR, 12" POP-UP WITH CHECK VALVE, PRESSURE REGULATED TO 40 PSI, MP ROTATOR NOZZLE. K=BLACK ADJ ARC 90-210, G=GREEN ADJ ARC 210-270, R=RED 360 ARC ON PRS40 BODY.	29	40	J/35

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
	HUNTER PCZ-101-25 DRIP CONTROL VALVE KIT. 1" PGV GLOBE VALVE WITH 1" HY100 FILTER SYSTEM. PRESSURE REGULATION: . FLOW RANGE: 0.5 GPM TO 15 GPM. 150 MESH STAINLESS STEEL SCREEN.	2	G/34 , N/35, O/35, P/35, Q/35, R/35
	PIPE TRANSITION POINT ABOVE GRADE PIPE TRANSITION POINT FROM PVC LATERAL TO DRIP TUBING WITH RISER TO ABOVE GRADE INSTALLATION.	9	
F	RAIN BIRD MDCFCAP DRIPLINE FLUSH VALVE CAP IN COMPRESSION FITTING COUPLER.	1	L/35
A	RAIN BIRD ARV050 1/2" AIR RELIEF VALVE, MADE OF QUALITY RUST-PROOF MATERIALS, WITH A 6.0" DRIP VALVE BOX (SEB 7XB EMITTER BOX). USE WITH INSTALLATION BELOW SOIL. THE VALVE WILL ALLOW AIR TO ESCAPE THE PIPELINE, THUS PREVENTING WATER HAMMER OR BLOCKAGE.	1	M/35
	AREA TO RECEIVE DRIPLINE RAIN BIRD XFS-CV-06-18 XFS-CV SUB-SURFACE LANDSCAPE DRIPLINE WITH A HEAVY-DUTY 4.3 PSI CHECK VALVE. 0.6 GPH EMITTERS AT 18" O.C. DRIPLINE LATERALS SPACED AT 18" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN. SPECIFY XF INSERT FITTINGS. AVAILABLE ONLY IN CALIFORNIA	2,979 S.F.	I/34
	AREA TO RECEIVE DRIPLINE RAIN BIRD XFS-CV-09-18 (TREE DRIPLINE RING) XFS-CV SUB-SURFACE LANDSCAPE DRIPLINE WITH A HEAVY-DUTY 4.3 PSI CHECK VALVE. 0.9 GPH EMITTERS AT 18" O.C. DRIPLINE LATERALS SPACED AT 18" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN. SPECIFY XF INSERT FITTINGS.	276.1 S.F.	K/35

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
	HUNTER ICV-G 1", 1-1/2", 2", AND 3" PLASTIC ELECTRIC REMOTE CONTROL VALVES, GLOBE CONFIGURATION, WITH NPT THREADED INLET/OUTLET, FOR COMMERCIAL/MUNICIPAL USE.	2	H/34 , N/35, O/35, P/35, Q/35, R/35
	IRRIGATION LATERAL LINE: PVC SCHEDULE 40 3/4" MIN. SIZE. INSTALL PER TRENCH DETAIL.	801.3 L.F.	F/34
	IRRIGATION MAINLINE: EXISTING, PROTECT IN PLACE		
W	IRRIGATION MAINLINE: PVC SCHEDULE 40 (NEW MAINLINE) 1-1 1/2" SIZE. SIZE NOTED ON PLAN. INSTALL PER TRENCH DETAIL.	259.9 L.F.	F/34
	PIPE SLEEVE: PVC SCHEDULE 40 PIPE SLEEVE LOCATION. INSTALL A MIN. 12" BEYOND EDGE OF HARDSCAPE. SEE PLAN FOR SIZES.	13.9 L.F.	F/34

VALVE NUMBER
VALVE FLOW
HYDROZONE
DECODER
VALVE SIZE

VALVE CALLOUT

REFERENCE LEGEND - SHEET 33

SYMBOL	DESCRIPTION
R-01	EXISTING STAMPED PAVING - PROTECT IN PLACE
R-02	EXISTING SIGNAGE AND (6) LIGHT FIXTURES - PROTECT IN PLACE
R-03	EXISTING ELECTRICAL METER - PROTECT IN PLACE
ex	EXISTING VALVE LOCATION (VALVE TO BE REPLACED)
new	NEW VALVE

TREE DISPOSITION LEGEND - SHEET 33

TREES	BOTANICAL / COMMON NAME
	EXISTING MELALEUCA PROTECT IN PLACE
	LAGERSTROEMIA X `MUSKOGEE` / TO MATCH EXISTING (LIGHT LAVENDER - STANDARD)
	MELALEUCA QUINQUENERVIA / CAJEPUT TREE (SINGLE TRUNK)

NOTE:
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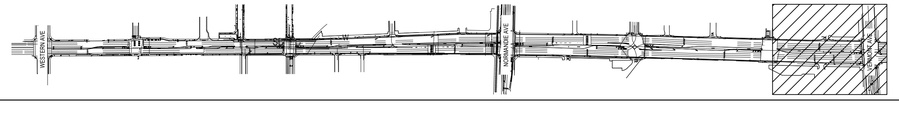

NORTH
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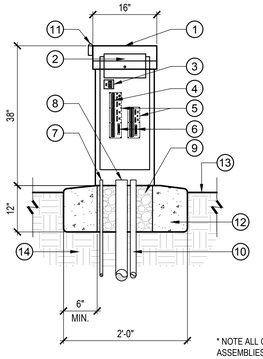
IMPERIAL ASSEMBLY WITH CONCRETE BASE



1. IMPERIAL ASSEMBLIES 16" TOP ENTRY SATELLITE ASSEMBLY NEMA 3R RAINPROOF ENCLOSURE (UL LISTED)
2. CONTROLLER
3. POWER SWITCH/GFI RECEPTACLE
4. MASTER VALVE RELAY ASSEMBLY OR PUMP START RELAY ASSEMBLY (OPTIONAL)
5. TERMINAL BOARD
6. REMOTE RECEIVER CONNECTOR
7. 1" PVC CONDUIT FOR 120 VAC FROM METERED POWER SUPPLY
8. PVC CONDUIT FOR CONTROL WIRES, SIZE AS REQUIRED
9. FILL VOIDS WITH 3/8" PEA GRAVEL
10. 1-1/4" PVC CONDUIT FOR FLOW SENSOR CABLE PAIGE CABLE P - 7162 - D
11. SOLAR SYNC (ET AND RAIN SENSOR)
12. POURED CONCRETE BASE
13. FINISH SURFACE - REFER TO PRECISE GRADING PLAN
14. COMPACTED SUB-GRADE

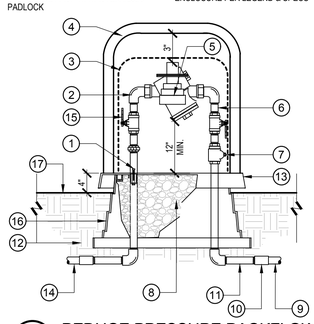
* NOTE ALL GROUNDING REQUIREMENTS FOR CONTROLLER ASSEMBLIES SHALL CONFORM TO LOCAL ELECTRICAL CODES.

A CONTROLLER ASSEMBLY TOP ENTRY (ICA6 SERIES)

SCALE: NTS — SECTION / ELEVATION

NOTES:
1. INSTALLATION MUST CONFORM TO LOCAL CODES
2. CONTRACTOR MUST PROVIDE BACKFLOW CERTIFICATION
3. LOCATE BACKFLOW IN PLANTER WHERE POSSIBLE
4. PROVIDE HASP W/ MASTER #2526 PADLOCK

1. QUICKPAD FASTENING BRACKET (2)
2. BRASS ELL 90
3. POLAR BEAR COVER (IF SPECIFIED)
4. V.I.T. STRONGBOX SBBC SERIES ENCLOSURE PER LEGEND & SPECS
5. BACKFLOW PREVENTER PER LEGEND & SPECS
6. BRASS NIPPLE LINE SIZE TYP. X 6" LONG MIN.
7. PRESSURE REGULATOR PER IRRIGATION LEGEND (IF SPECIFIED)
8. FILL INSIDE BASE WITH PEA GRAVEL
9. SCH 80 PVC TO MASTER VALVE
10. SCH 80 FEMALE ADAPTER
11. BRASS NIPPLE
12. NATIVE SOIL COMPACTED TO ORIGINAL DENSITY
13. V.I.T. STRONGBOX QUICKPAD - 3/16" MIN. THICKNESS ALUMINUM POWDER COATED PREFORMED PAD - MODEL #QP-30BF
14. SCH 80 PVC TO METER
15. BALL VALVE
16. V.I.T. STRONGBOX QUICKPAD SUPPORT BASE - MODEL #QP-30BF
17. FINISH GRADE

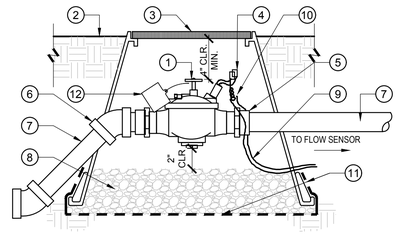


B REDUCE PRESSURE BACKFLOW PREVENTER

SCALE: N.T.S. — VIEW

1. MASTER CONTROL VALVE
2. FINISH GRADE
3. JUMBO PLASTIC VALVE BOX - W/ LOCKING COVER BRANDED 'MV' ON COVER
4. "3m DBY-6" ELECTRICAL CONNECTORS
5. PVC MALE ADAPTER - (2) REQ.
6. PVC SCH. 80 - 45° ELL - (2) REQ.
7. SCH 80 SUPPLY LINE SECTION
8. 1-1/2 CUBIC FT. CRUSHED ROCK
9. COMMON & CONTROL WIRES BACK TO CONTROLLER IN CONDUIT (LMD ONLY)
10. 24" MIN. EXPANSION LOOP
11. FILTER FABRIC
12. CHRISTY ID TAG (ID-MAX-P-2-RC-006)

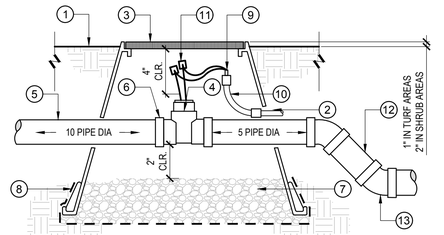
NOTE: DO NOT CUT ADDITIONAL HOLES IN BOX.



C MASTER VALVE TO FLOW SENSOR

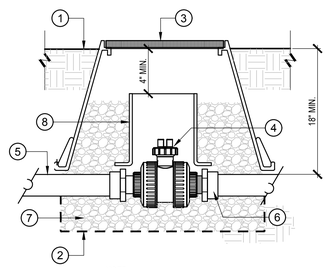
SCALE: N.T.S. — SECTION

1. FINISH GRADE
2. 1" ELECTRICAL CONDUIT & SWEEP ELLS
3. PLASTIC VALVE BOX, W/ LOCKING COVER. HEAT BRAND "FS" ONTO COVER
4. FLOW SENSOR - SEE LEGEND FOR SPECIFICATIONS
5. PVC MAIN LINE TO MASTER VALVE. LENGTH PER SPECS AND PLAN.
6. PVC MALE ADAPTER (2 REQ.)
7. TWO CUBIC FOOT ¾" CRUSHED ROCK
8. FILTER FABRIC
9. BELDEN #9883 CABLE (SENSOR LEADS TO DATA RECORDER)
10. CONDUIT BUSHING
11. 3M DBY-6 DIRECT BURY SPLICE KIT W/ SKOTCHLOK SPRING CONNECTORS
12. PVC MAINLINE PIPE PER SPECIFICATION
13. PVC SCH. 80 - 45° ELL- (2) REQUIRED



D FLOW SENSOR TO MASTER VALVE

SCALE: N.T.S. — SECTION

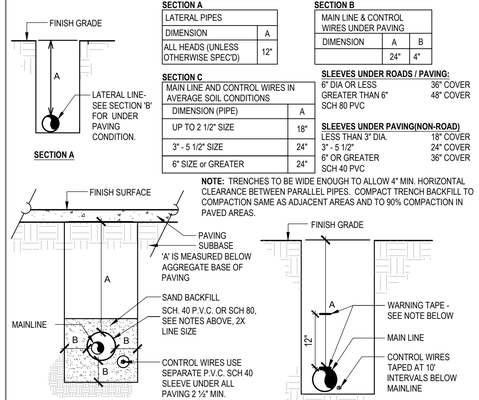


1. FINISH GRADE
2. FILTER FABRIC
3. RECTANGULAR PLASTIC VALVE BOX, W/ LOCKING COVER BRANDED "GV"
4. UNION BALL VALVE - REFER TO LEGEND (socket & FIPT thread end connectors)
5. PVC MAIN LINE
6. PVC MALE ADAPTER (2 REQUIRED)
7. ONE CUBIC FOOT ¾" CRUSHED ROCK
8. 8" DIA. CL. 160 PVC SLEEVE W/ FLARED BOTTOM CONTACTING SUPPLY LINE

NOTE:
INSTALL VALVE BOX SO THAT TOP OF COVER IS 2" ABOVE FINISH GRADE IN GROUND COVER AREAS AND ½" IN TURF AREAS

E BALL OR GATE VALVE 2 1/2" OR LESS

SCALE: N.T.S. — SECTION



SECTION A

LATERAL PIPES	
DIMENSION	A
ALL HEADS (UNLESS OTHERWISE SPEC'D)	12"

SECTION B

MAIN LINE & CONTROL WIRES UNDER PAVING		
DIMENSION	A	B
	24"	4"

SECTION C

MAIN LINE AND CONTROL WIRES IN AVERAGE SOIL CONDITIONS	
DIMENSION (PIPE)	A
UP TO 2 1/2" SIZE	18"
3" - 5 1/2" SIZE	24"
6" SIZE or GREATER	24"

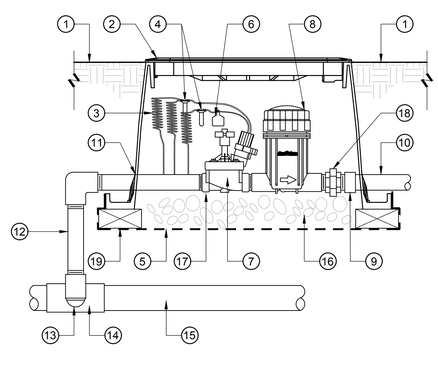
SLEEVES UNDER ROADS / PAVING:
6" DIA OR LESS — 36" COVER
GREATER THAN 6" — 48" COVER
SCH 80 PVC

SLEEVES UNDER PAVING(NON-ROAD)
LESS THAN 3" DIA. — 18" COVER
3" - 5 1/2" — 24" COVER
6" OR GREATER — 36" COVER
SCH 40 PVC

NOTE: TRENCHES TO BE WIDE ENOUGH TO ALLOW 4" MIN. HORIZONTAL CLEARANCE BETWEEN PARALLEL PIPES. COMPACT TRENCH BACKFILL TO COMPACTION SAME AS ADJACENT AREAS AND TO 90% COMPACTION IN PAVED AREAS.

F PIPE SLEEVING AND TRENCHING

SCALE: N.T.S. — SECTION

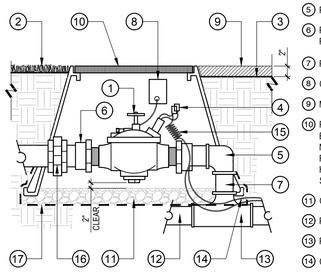


1. FINISH GRADE / TOP OF MULCH
2. VALVE BOX WITH COVER: JUMBO SIZE HEAT BRAND 'RCV' AND CONTROLLER STATION # ONTO LID.
3. 30-INCH LINEAR LENGTH OF WIRE, COILED
4. WATER PROOF CONNECTOR: USE 3M DBY-6 DIRECT BURY SPLICE KIT (SKOTCH LOK CONNECTOR W/ GEL FILLED POLYPROPYLENE TUBE)
5. FILTER FABRIC
6. CHRISTY ID TAG
7. REMOTE CONTROL VALVE (INCLUDED ON CONTROL ZONE KIT) SEE PLAN FOR SIZE.
8. PRESSURE REGULATING QUICK CHECK BASKET FILTER (INCLUDED IN CONTROL ZONE KIT)
9. PVC SCH 40 FEMALE ADAPTOR
10. LATERAL PIPE (TO SYSTEM)
11. PVC SCH 80 NIPPLE (2-INCH LENGTH, HIDDEN) AND PVC SCH 40 ELL
12. PVC SCH 80 ELL
13. PVC SCH 80 NIPPLE (2-INCH LENGTH, HIDDEN) AND PVC SCH 40 ELL
14. PVC SCH 80 TEE OR ELL
15. MAINLINE PIPE
16. 3-INCH MIN. DEPTH OF 3/4-INCH WASHED GRAVEL
17. PVC SCH 80 NIPPLE, CLOSE (INCLUDED IN CONTROL ZONE KIT)
18. PVC UNION
19. BRICK (1 OF 4)

NOTE:
VALVE BOX LIDS SHALL BE BRANDED WITH ABBREVIATED INITIALS FOR EACH DEVICE

G XERIGATION CONTROL ZONE KIT - LT. COMMERCIAL

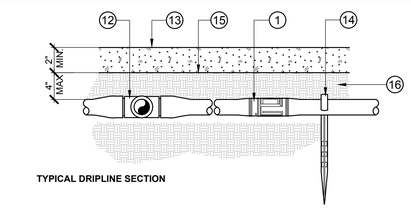
SCALE: N.T.S. — SECTION



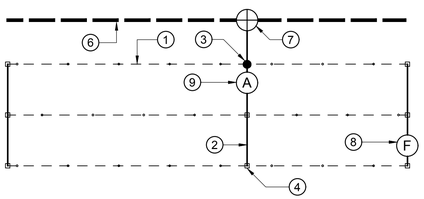
1. CONTROL VALVE
2. FINISH GRADE OF TURF
3. FINISH GRADE OF SHRUB AREA
4. 3M DBY-6 DIRECT BURY SPLICE KIT W/ SCOTCHLOK SPRING CONNECTORS
5. PVC SCH 80 ELL
6. PVC SCH 80 MAIL ADAPTER (TWO REQUIRED)
7. PVC SCH 80 NIPPLE
8. CHRISTY VALVE SEQUENCE TAG
9. MULCH BED
10. PLASTIC RECTANGULAR VALVE BOX WITH BOLT DOWN COVER, USE STAINLESS BOLT, NUT AND WASHER. BOX TO BE PLACED AT RIGHT ANGLE TO HARDSCAPE EDGE. HEAT BRAND "RCV" AND CONTROL STATION # ONTO LID
11. ONE CUBIC FT. CRUSHED ROCK
12. P.V.C. MAINLINE
13. P.V.C. SCH 80 TEE
14. COMMON AND CONTROL WIRES
15. 24" MIN. EXPANSION LOOP
16. SCH 80 UNION (SxS)
17. FILTER FABRIC

H REMOTE CONTROL VALVE

SCALE: N.T.S — SECTION



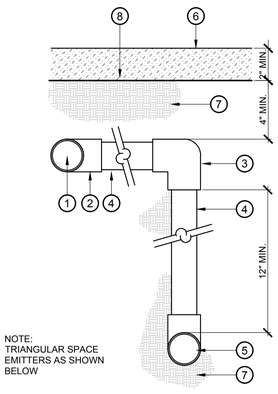
TYPICAL DRIPLINE SECTION



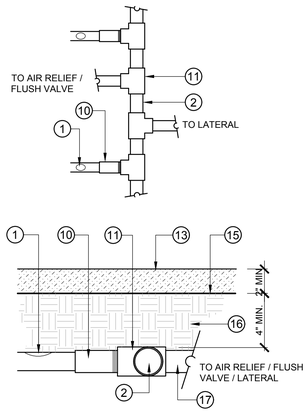
NOTE:
TRIANGULAR SPACE EMITTERS AS SHOWN BELOW

I TYPICAL DRIP LINE SYSTEM LAYOUT

SCALE: 1" = 1" — PLAN



PVC LATERAL TO SUPPLY HEADER



PIPE TRANSITION FROM SUPPLY HEADER TO DRIP TUBING

1. PRESSURE-COMPENSATING IN-LINE EMITTER TUBING: SEE LEGEND
2. PVC SUPPLY HEADER
3. PVC RISER FROM 12" LATERAL TO 4" SUPPLY HEADER - SEE DETAIL, THIS SHEET
4. PIPE TRANSITION POINT FROM PVC HEADER TO EMITTER TUBING
6. PVC MAINLINE - SEE PLAN
7. XERIGATION CONTROL VALVE - SEE LEGEND
8. FLUSH VALVE AT LOW POINT OF SYSTEM - SEE LEGEND
9. AIR RELIEVE VALVE AT HIGH POINT OF SYSTEM - SEE LEGEND
10. ½" COMP X ¾" MPT ADAPTER
11. SCH 40 PVC TEE (SxSxT)
12. BARB x BARB TEE
13. TOP OF MULCH (SEE SPECS)
14. TIE DOWN STAKE @ 6'-0" O.C. AND AT BENDS AND ENDS.
15. FINISHED GRADE
16. TOP SOIL COVER
17. PVC SCH 40

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PLANS PREPARED BY:
BGB | DESIGN GROUP
Landscape Architecture Planning Urban Design
3185 C1 Airway Avenue Costa Mesa, CA 92626
P: 714-545-2898 F: 714-545-2878 bgb-inc.com
UNDER THE SUPERVISION OF:
ARTHUR D. GUY CLA 2214 — 08/09/2023 DATE

REGISTERED LANDSCAPE ARCHITECT — ARTHUR D GUY III — 2214 — Signature 08/09/2023 — Date 6/30/2024 — STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

IRRIGATION DETAILS

PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

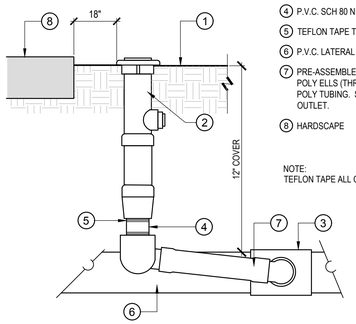
APPROVED BY : SEE SHEET 1 FOR SIGNATURE
DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 34 OF 47 — DWG. NO. 5-2612

FILE PATH: G:\Penco\artesia median\DRAWINGS\04 construction docs - revised medians\PEN-190101-02 L4 Irrigation Details PLOTTED ON: 2/29/2024 2:50 PM

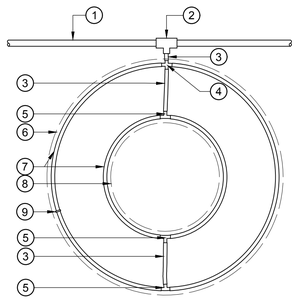
NOTE:
CONTRACTOR MAY USE PRE-FABRICATED TRIPLE SWING JOINT ASSEMBLY AS APPROVED BY THE LANDSCAPE ARCHITECT

1. FINISH GRADE
2. POP-UP SPRAY HEAD
3. SCH 40 P.V.C. S x S x T FITTING LATERAL x SPRINKLER INLET SIZE
4. P.V.C. SCH 80 NIPPLE
5. TEFLON TAPE THREADS
6. P.V.C. LATERAL
7. PRE-ASSEMBLED SWING JOINT WITH TWO POLY ELLS (THREADED x INSERT) AND 6" POLY TUBING. SIZE PER SPRINKLER OUTLET.
8. HARDSCAPE



NOTE:
TEFLON TAPE ALL CONNECTIONS

J LAWN / SHRUB POP-UP (TRIPLE SWING JOINT)
SCALE: N.T.S. SECTION

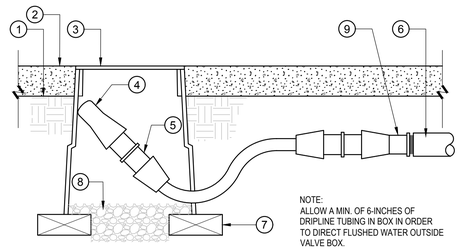


1. 1/2" POLY ETHYLENE BLANK TUBING
2. COMPRESSION FITTING TEE
3. 1/2" POLYETHYLENE BLANK TUBING
4. BARB CROSS INSERT FITTING: RAIN BIRD XFD-CROSS
5. BARB TEE INSERT FITTING: RAIN BIRD XFF-TEE
6. SEE NOTE #1 BELOW
7. SUB-SURFACE DRIPLINE: PLACE AS SHOWN (LENGTH AS REQUIRED)
8. ROOT BALL
9. TIE DOWN STAKE: QUANTITY AS REQUIRED SEE NOTES 2-3 BELOW)

NOTES:
1. INNER RING IS 3' DIA. OUTSIDE RING IS 4'-6" DIA.
2. PLACE TIE DOWN STAKES EVERY THREE FEET IN SAND, F0UR FEET IN LOAM, AND FIVE FEET IN CLAY.
3. AT FITTINGS WHERE THERE IS A CHANGE OF DIRECTION SUCH AS TEES OR ELBOWS, USE TIE-DOWN STAKES ON EACH LEG.

K DRIPLINE TREE RING INSTALLATION (RECLAIMED)
SCALE: 1" = 1" VIEW

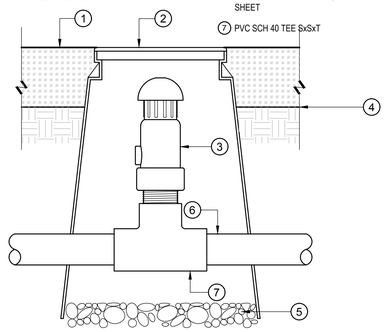
1. TOP SOIL COVER
2. TOP OF MULCH (SEE SPECS)
3. 7-INCH VALVE BOX RAIN BIRD SEB-7XB
4. RAINBIRD 'MDCFP' FLUSH CAP
5. RAINBIRD 'MDCFCOUP' COUPLING
6. 'BLANK' LANDSCAPE DRIPLINE TUBING
7. BRICK (1 OF 2)
8. 3-INCH MINIMUM DEPTH OF 3/4-INCH WASHED GRAVEL
9. RAINBIRD 'MDMPT' ADAPTER FROM PVC TO COUPLER



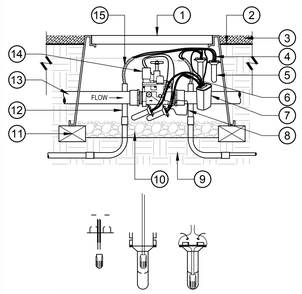
NOTE:
ALLOW A MIN. OF 6-INCHES OF DRIPLINE TUBING IN BOX IN ORDER TO DIRECT FLUSHED WATER OUTSIDE VALVE BOX.

L MANUAL FLUSH CAP CONNECT TO PVC HEADER
SCALE: N.T.S. VIEW

1. TOP OF MULCH
2. SUBTERRANEAN EMITTER BOX
3. AIR RELIEF VALVE KIT: SEE LEGEND/SPECS
4. FINISH GRADE
5. 3" MINIMUM DEPTH OF ¾" WASHED GRAVEL
6. PVC HEADER - SEE TYPICAL DRIPLINE SYSTEM DETAIL, THIS SHEET
7. PVC SCH 40 TEE SxSxT



M AIR RELIEF CONNECT TO PVC HEADER
SCALE: N.T.S. VIEW



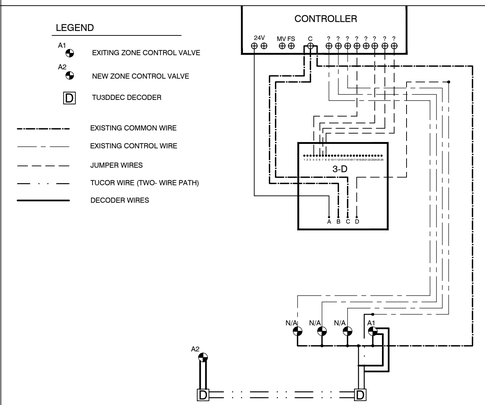
WIRE SPLICE STEPS

1. STRIP WIRES 1/2" TO 5/8". USING LINEMANS PLIERS OR OTHER STYLE TOOL, TWIST ENDS TOGETHER MIN 3 TIMES. INSERT INTO SCOTCHLOK ELECTRICAL CONNECTOR AND ROTATE CLOCKWISE UNTIL ADDITIONAL FORCE IS REQUIRED.
2. INSERT THE SPLICE INTO THE GEL-FILLED INSULATOR TUBE. PUSH PAST THE LOCKING FINGERS TO HOLD THE SCOTHLOK CONNECTOR IN PLACE.
3. POSITION WIRE CHANNELS AND SNAP INSULATOR TUBE COVER CLOSED.

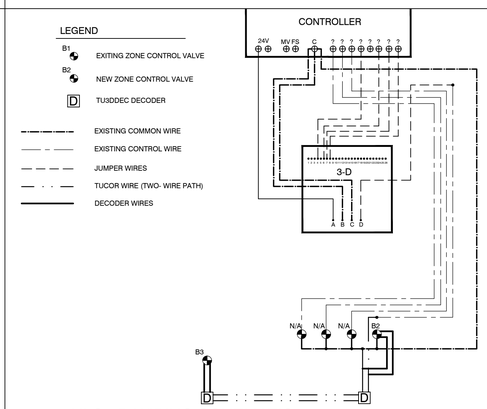
* WIRE CONNECTORS INCLDED WITH DECODERS*

1. VALVE BOX. REFER TO SPECS. SIZE AS REQUIRED.
2. FINISH GRADE
3. MULCH. REFER TO SPECS.
4. TWO-WIRE CABLE FROM CONTROLLER, TO NEXT VALVE AND FEEDING DECODER.
5. 3M DBR/Y SPLICE KIT WIRE CONNECTOR: (1 OF 2)
6. WIRES FROM DECODER TO THE VALVE SOLENOID.
7. TWO-WIRE DECODER
8. I.D. TAG WITH STATION NUMBER PRINTED ON IT (CHRISTY'S #ID-STD-Y1)
9. 90% COMPACTED NATIVE
10. 12-INCH MINIMUM DEPTH OF 3/4-INCH WASHED GRAVEL OVER FILTER FABRIC
11. BRICK SUPPORT (1 OF 4)
12. 1.25" MIN SCH. 40 ELECTRICAL CONDUIT. (IF REQ.) ADJUST SIZE AS REQUIRED.
13. MAINLINE INTO VALVE. REFER TO PLAN.
14. REMOTE CONTROL VALVE. PER PLAN.
15. TWO-WIRE CABLE (PER MANUFACTURER). LOOP 24" MIN. EXTRA WIRE AROUND PERIMETER OF BOX.

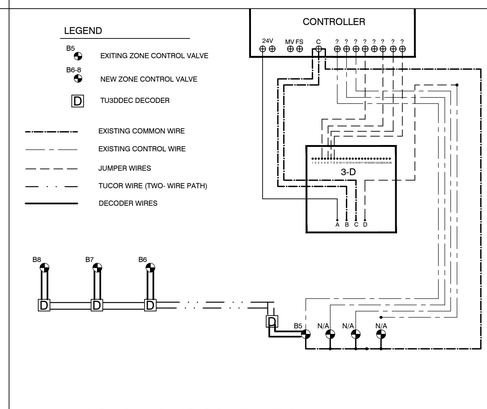
N 2 WIRE DECODER IN VALVE BOX
SCALE: N.T.S. SECTION



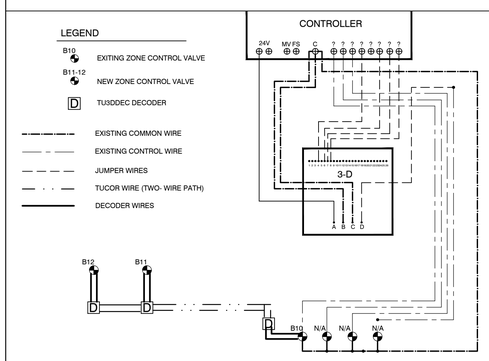
O NLC-3D WIRING SCHEMATIC ADDING VALVES TO EXISTING WIRES (A1 & A2)
SCALE: N.T.S. HYBRID 3D - ADDING VALVES TO EXISTING SYSTEM



P NLC-3D WIRING SCHEMATIC ADDING VALVES TO EXISTING WIRES (B2 & B3)
SCALE: N.T.S. HYBRID 3D - ADDING VALVES TO EXISTING SYSTEM

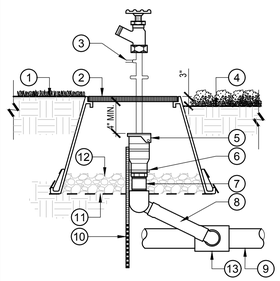


Q NLC-3D WIRING SCHEMATIC ADDING VALVES TO EXISTING WIRES (B5 TO B8)
SCALE: N.T.S. HYBRID 3D - ADDING VALVES TO EXISTING SYSTEM



R NLC-3D WIRING SCHEMATIC ADDING VALVES TO EXISTING WIRES (B10 TO B12)
SCALE: N.T.S. HYBRID 3D - ADDING VALVES TO EXISTING SYSTEM

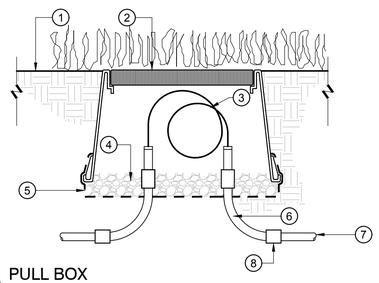
NOTE:
TEFLON TAPE ALL CONNECTIONS



1. FINISH GRADE IN TURF AREAS
2. PLASTIC ROUND VALVE BOX WITH BOLT DOWN COVER, USE STAINLESS BOLT NUT AND WASHER. HEAT BRAND "QC" ONTO LID. SEE LEGEND / SPECS FOR BOX COLOR
3. QUICK COUPLER KEY WITH MALE HOSE BIB CONNECTION AS SHOWN, KEY MUST CLEAR VALVE BOX
4. FINISH GRADE IN SHRUB AREAS
5. QUICK COUPLER VALVE SEE LEGEND FOR SPEC.
6. STAINLESS PUNCH LOK CLAMPS (2 REQ.)
7. BRASS NIPPLE (LENGTH AS REQ.)
8. BRASS TRIPLE SWING JOINT (SIZE PER QCV USE TWO BRASS STREET ELLS, ONE THREADED ELL FORASSEMBLY
9. MAINLINE (SEE LEGEND/SPECS.)
10. #4 x 36" REBAR STAKE
11. LANDSCAPE FILTER FABRIC
12. 3/4" ROCK, 1 CUBIC FT
13. SCH 80 TEE (SXSXT)

S QUICK COUPLER
SCALE: N.T.S. SECTION

1. FINISH GRADE
2. RECTANGULAR VALVE BOX REFER TO SPECIFICATIONS. BRAND LID "PB"
3. 24" MIN. SLACK CONTROL AND/OR COMMON WIRE, REFER TO SPECS.
4. CRUSHED ROCK BACKFILL (ONE CUBIC FOOT MINIMUM)
5. FILTER FABRIC
6. 1 1/4" SCH 80 SWEEP ELL CONDUIT
7. UL LISTED PVC SCH 80 CONDUIT
8. UL LISTED PVC SCH 80 SXS COUPLING



T PULL BOX
SCALE: N.T.S. SECTION

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CABLE NOTE: FOR COMMUNICATION BETWEEN LOCAL DECODERS AND NEW MAIN LINE RUNS. P-7072D PAIGE ELECTRIC COMMUNICATION CABLE – 14 AWG/2 CONDUCTOR "MAXI" CABLE WITH TWO TYPE UF WIRES WITH A PE OUTER JACKET. THE COLORS OF THE OUTER JACKET SHALL BE AS CALLED-FOR IN THE IRRIGATION PLANS AND SPECIFICATIONS.		
PAIGE PART	#PRODUCT DESCRIPTION	
180115	14 AWG RED JACKET	
180126	14 AWG WHITE	
180127	14 AWG BLACK	
180114	14 AWG ORANGE	
180116	14 AWG BLUE	
180118	14 AWG YELLOW	
1801181	14 AWG PURPLE	
1801182	14 AWG BROWN	
1801151	14 AWG PINK	
1801183	14 AWG GRAY	
180117	14 AWG GREEN	

CITY OF GARDENA INCORPORATED 1930

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P: 714-545-2898 F: 714-545-2878 bgb-inc.com
UNDER THE SUPERVISION OF:
ARTHUR D. GUY CLA2214 08/09/2023
ARTHUR D. GUY
2214
Signature
08/09/2023
Date
REGISTERED LANDSCAPE ARCHITECT
STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION

IRRIGATION DETAILS

PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

APPROVED BY : SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 35 OF 47 DWG. NO. 5-2612

FILE PATH: G:\Penco\artesia median\DRAWINGS\04 construction docs - revised medians\PEN-190101-02 L4 Irrigation Details PLOTTED ON: 2/29/2024 2:50 PM

IRRIGATION LEGEND

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
T	HUNTER MP CORNER PROS-12-PRS40-CV T SHRUB ROTATOR, 12" POP-UP WITH FACTORY INSTALLED CHECK VALVE, PRESSURE REGULATED TO 40 PSI, MP ROTATOR NOZZLE. T=TURQUOISE ADJ ARC 45-105 ON PRS40 BODY.	1	J/35
M	HUNTER MP1000 PROS-12-PRS40-CV M SHRUB ROTATOR, 12" POP-UP WITH CHECK VALVE, PRESSURE REGULATED TO 40 PSI, MP ROTATOR NOZZLE. M=MAROON ADJ ARC 90 TO 210, L=LIGHT BLUE 210 TO 270 ARC, O=OLIVE 360 ARC ON PRS40 BODY.	100	J/35
K	HUNTER MP2000 PROS-12-PRS40-CV K SHRUB ROTATOR, 12" POP-UP WITH CHECK VALVE, PRESSURE REGULATED TO 40 PSI, MP ROTATOR NOZZLE. K=BLACK ADJ ARC 90-210, G=GREEN ADJ ARC 210-270, R=RED 360 ARC ON PRS40 BODY.	57	J/35

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
	HUNTER PCZ-101-25 DRIP CONTROL VALVE KIT. 1" PGV GLOBE VALVE WITH 1" HY100 FILTER SYSTEM. PRESSURE REGULATION: . FLOW RANGE: 0.5 GPM TO 15 GPM. 150 MESH STAINLESS STEEL SCREEN.	15	G/34, N/35, O/35, P/35, Q/35, R/35
	PIPE TRANSITION POINT ABOVE GRADE PIPE TRANSITION POINT FROM PVC LATERAL TO DRIP TUBING WITH RISER TO ABOVE GRADE INSTALLATION.	58	
F	RAIN BIRD MDCFCAP DRIPLINE FLUSH VALVE CAP IN COMPRESSION FITTING COUPLER.	11	L/35
A	RAIN BIRD ARV050 1/2" AIR RELIEF VALVE, MADE OF QUALITY RUST-PROOF MATERIALS, WITH A 6.0" DRIP VALVE BOX (SEB 7XB EMITTER BOX). USE WITH INSTALLATION BELOW SOIL. THE VALVE WILL ALLOW AIR TO ESCAPE THE PIPELINE, THUS PREVENTING WATER HAMMER OR BLOCKAGE.	7	M/35
	AREA TO RECEIVE DRIPLINE RAIN BIRD XFS-CV-06-18 XFS-CV SUB-SURFACE LANDSCAPE DRIPLINE WITH A HEAVY-DUTY 4.3 PSI CHECK VALVE. 0.6 GPH EMITTERS AT 18" O.C. DRIPLINE LATERALS SPACED AT 18" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN. SPECIFY XF INSERT FITTINGS. AVAILABLE ONLY IN CALIFORNIA	12,530 S.F.	I/34
	AREA TO RECEIVE DRIPLINE RAIN BIRD XFS-CV-09-18 (TREE DRIPLINE RING) XFS-CV SUB-SURFACE LANDSCAPE DRIPLINE WITH A HEAVY-DUTY 4.3 PSI CHECK VALVE. 0.9 GPH EMITTERS AT 18" O.C. DRIPLINE LATERALS SPACED AT 18" APART, WITH EMITTERS OFFSET FOR TRIANGULAR PATTERN. SPECIFY XF INSERT FITTINGS.	1,492 S.F.	K/35

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
	EXISTING REMOTE CONTROL VALVE - NOT USED REMOVE AND CAP	6	
	HUNTER ICV-G 1", 1-1/2", 2", AND 3" PLASTIC ELECTRIC REMOTE CONTROL VALVES, GLOBE CONFIGURATION, WITH NPT THREADED INLET/OUTLET, FOR COMMERCIAL/MUNICIPAL USE.	8	H/34 , N/35, O/35, P/35, Q/35, R/35
	EXISTING QUICK COUPLER VALVE PROTECT IN PLACE / RENOVATE ONLY PER DETAIL	15	S/35
	EXISTING BALL VALVE PROTECT IN PLACE / RENOVATE ONLY PER DETAIL	6	
	NIBCO T-113 CLASS 125 BRONZE GATE SHUT OFF VALVE WITH WHEEL HANDLE, SAME SIZE AS MAINLINE PIPE DIAMETER AT VALVE LOCATION. SIZE RANGE - 1/4" - 3"	2	E/34
MV	BUCKNER-SUPERIOR 3200-NXT 1" NORMALLY CLOSED BRASS MASTER VALVE THAT PROVIDES DIRTY WATER PROTECTION, NO MINIMUM FLOW FEATURE AND NO EXTERNAL TUBING. AVAILABLE IN 3/4", 1", 1-1/2", 2", 2-1/2", AND 3".	2	C/34
BFE	EXISTING - PROTECT IN PLACE: FEBCO 1-1/2" REDUCED PRESSURE BACKFLOW PREVENTER	1	B/34
BF	EXISTING BACKFLOW PREVENTER PROTECT-IN-PLACE	1	
BFN	FEBCO 825YA-LF 1-1/2" REDUCED PRESSURE BACKFLOW PREVENTER. BACKFLOW ENCLOSURE: VIT STRONGBOX #SBBC-30CR ENCLOSURE SHALL BE EMBEDDED IN AN 8" THICK CONCRETE PAD THAT EXTENDS 6" BEYOND THE SIDES AND 3` BEHIND THE HINDGED SIDE OF ENCLOSURE. CONCRETE INSTALLATION GRADE SHALL MATCH THE CURB HEIGHT.	1	B/34
A	CONTROLLER ASSEMBLY `A` HUNTER I-CORE CONTROLLER IN STAINLESS STEEL ENCLOSURE WITH RAIN SENSOR. SEE SHEET 33 FOR ASSEMBLY MODEL NUMBER AND SPECIFICATIONS. AVAILABLE THROUGH GREEN PRODUCT SALES. CONTACT DARYL GREEN (949) 584-7311. (OR APPROVED EQUAL)	1	A/34 O/35
B	CONTROLLER ASSEMBLY `B` HUNTER I-CORE CONTROLLER IN STAINLESS STEEL ENCLOSURE WITH RAIN SENSOR. SEE SHEET 38 FOR ASSEMBLY MODEL NUMBER AND SPECIFICATIONS. AVAILABLE THROUGH GREEN PRODUCT SALES. CONTACT DARYL GREEN (949) 584-7311. (OR APPROVED EQUAL)	1	A/34 P/35, Q/35, R/35
EX	EXISTING IRRIGATION CONTROLLER PROTECT-IN-PLACE	1	
FS	CST FLOW SENSOR IFS-100C CREATIVE SENSOR TECHNOLOGY	2	D/34

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VALVE NUMBER
VALVE FLOW
HYDROZONE
DECODER
VALVE SIZE
VALVE CALLOUT

CRITICAL ANALYSIS

Generated: 2022-05-16 14:03

P.O.C. NUMBER: EXISTING WATER METER (EX-POC)
Water Source Information:
50-150 PSI PROVIDED BY GOLDEN STATE WATER (FEB 11, 2022).
75 PSI MINIMUM REQUIRED FOR SYSTEM OPERATION.

FLOW AVAILABLE
Point of Connection Size: 1 1/2"
Flow Available 46.59 GPM

PRESSURE AVAILABLE
Static Pressure at POC: 75.00 PSI
Pressure Available: 75.00 psi

DESIGN ANALYSIS
Maximum Station Flow: 11.33 GPM
Flow Available at POC: 46.59 GPM
Residual Flow Available: 35.26 GPM

Critical Station: A3
Design Pressure: 30 PSI
Friction Loss: 0.22 PSI
Fittings Loss: 0.02 PSI
Elevation Loss: 0 PSI
Loss through Valve: 10.93 PSI
Pressure Req. at Critical Station: 41.17 PSI
Loss for Fittings: 1.69 PSI
Loss for Main Line: 16.88 PSI
Loss for POC to Valve Elevation: 0 PSI
Loss for Backflow: 11 PSI
Loss for Master Valve: 0.43 PSI
Critical Station Pressure at POC: 71.17 PSI
Pressure Available: 75 PSI
Residual Pressure Available: 3.83 PSI

Generated: 2022-05-16 14:04

P.O.C. NUMBER: NEW WATER METER (M)
Water Source Information:
50-150 PSI PROVIDED BY GOLDEN STATE WATER (FEB 11, 2022).
75 PSI MINIMUM REQUIRED FOR SYSTEM OPERATION.

FLOW AVAILABLE
Water Meter Size: 1-1/2"
Flow Available 75 GPM

PRESSURE AVAILABLE
Static Pressure at POC: 75.00 PSI
Elevation Change: 5.00 ft
Service Line Size: 2"
Length of Service Line: 20 ft
Pressure Available: 72.00 psi

DESIGN ANALYSIS
Maximum Station Flow: 13.24 GPM
Flow Available at POC: 75 GPM
Residual Flow Available: 61.76 GPM

Critical Station: B2
Design Pressure: 40 PSI
Friction Loss: 2.17 PSI
Fittings Loss: 0.22 PSI
Elevation Loss: 0 PSI
Loss through Valve: 3 PSI
Pressure Req. at Critical Station: 45.4 PSI
Loss for Fittings: 1.04 PSI
Loss for Main Line: 10.41 PSI
Loss for POC to Valve Elevation: 0 PSI
Loss for Backflow: 11.07 PSI
Loss for Master Valve: 0.95 PSI
Loss for Water Meter: 0.19 PSI
Critical Station Pressure at POC: 69.06 PSI
Pressure Available: 72 PSI
Residual Pressure Available: 2.94 PSI

IRRIGATION LEGEND

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	DETAIL
SB	EXISTING SPLICE BOX - PROTECT IN PLACE	1	
PB	PULLBOX BROOKS PB36 PULLBOX	4	T/35
M	WATER METER 1-1/2" (NEW) 50-150 PSI PROVIDED BY GOLDEN STATE WATER (FEB 11, 2022). 75 PSI MINIMUM REQUIRED FOR SYSTEM OPERATION.	1	
EX-POC	POINT OF CONNECTION 1 1/2" (EXISTING) 50-150 PSI PROVIDED BY GOLDEN STATE WATER (FEB 11, 2022). 75 PSI MINIMUM REQUIRED FOR SYSTEM OPERATION.	1	
	IRRIGATION LATERAL LINE: PVC SCHEDULE 40 3/4" MIN. SIZE. INSTALL PER TRENCH DETAIL.	3,759 L.F.	F/34
	IRRIGATION MAINLINE: EXISTING, PROTECT IN PLACE		
W	IRRIGATION MAINLINE: PVC SCHEDULE 40 (NEW MAINLINE) 1-1 1/2" SIZE. SIZE NOTED ON PLAN. INSTALL PER TRENCH DETAIL.	367.0 L.F.	F/34
	PIPE SLEEVE: PVC SCHEDULE 40 PIPE SLEEVE LOCATION. INSTALL A MIN. 12" BEYOND EDGE OF HARDSCAPE. SEE PLAN FOR SIZES.	121.5 L.F.	F/34

CABLE NOTE: FOR COMMUNICATION BETWEEN LOCAL DECODERS AND NEW MAIN LINE RUNS. P-7072D PAIGE ELECTRIC COMMUNICATION CABLE – 14 AWG/2 CONDUCTOR "MAXI" CABLE WITH TWO TYPE UF WIRES WITH A PE OUTER JACKET. THE COLORS OF THE OUTER JACKET SHALL BE AS CALLED-FOR IN THE IRRIGATION PLANS AND SPECIFICATIONS.	PAIGE PART	#PRODUCT DESCRIPTION
	180127	14 AWG BLACK
	180114	14 AWG ORANGE
	180116	14 AWG BLUE
	180118	14 AWG YELLOW
	1801181	14 AWG PURPLE
	1801182	14 AWG BROWN
	1801151	14 AWG PINK
	1801183	14 AWG GRAY
PAIGE PART #PRODUCT DESCRIPTION	180117	14 AWG GREEN
180115 14 AWG RED JACKET		
180126 14 AWG WHITE		

WATER EFFICIENT LANDSCAPE WORKSHEET

Project: ***ARTESIA MEDIANS - GARDENA***

REFERENCE EVAPORATION (Eto): **42.6** ETAF: **0.45** POINT OF CONNECTION # **EX-POC (A)**

Hydrozone # / Planting Description *	Plant Factor (PF)	Irrigation Method **	Irrigation Efficiency (IE) ***	ETAF (PF / IE)	Landscape Area (Sq. Ft.)	ETAF x Landscape Area	Estimated Total Water Use (ETWU)
Regular Landscape Areas							
A / LOW SHRUB	**0.2**	**DRIP**	**0.81**	0.25	**9,677**	2,389	63,108
B / MED SHRUB	**0.5**	**DRIP**	**0.81**	0.62	**0**	0	0
C/ LOW TREE	**0.2**	**DRIP**	**0.81**	0.25	**0**	0	0
D/ MED TREE	**0.5**	**DRIP**	**0.81**	0.62	**340**	210	5,543
E/ LOW SHRUB	**0.2**	**ROTATOR**	**0.75**	0.27	**0**	0	0
				Totals	10,017	2,599	68,652
					(A)	(B)	
Special Landscape Areas							
turf				1	**0**	0	0
N/A				1	**0**	0	0
N/A				1	**0**	0	0
				TOTALS	0	0	0
					(C)	(D)	
						ETWU Total	68,652
						Maximum Allowed Water Allowance	119,056

* Hydrozone # / Planting Description E.g
1) Front Lawn
2) Low Water use Plantings
3) Medium Water use Planting

** Irrigation Method
Overhead Spray or Drip

*** Irrigation
0.75 for Spray
0.81 for Drip

Formulas Used:
MAWA (Annual Gallons Allowed) = (Eto) (0.62) [(ETAF x LA)+((1-ETAF) x SLA)]
Where 0.62 is a conversion factor that converts acre inches per acre per year to gallons per square foot per year, LA is the total landscape area in square feet, SLA is the total special landscape area in square feet, and ETAF is .55 for residential areas and 0.45 for nonresidential

**** ETWU (Annual Gallons Required) Eto x 0.62 x ETAF x Area
Where 0.62 is a conversion factor that converts acreinches per acre per year to gallons per square foot peryear.

ETAF Calculations

Regular Landscape Areas		
Total ETAF x Area	(B)	2,599
Total Area	(A)	10,017
Average ETAF	B ÷ A	0.26
All Landscape Areas		
Total ETAF x Area	(B+D)	2,599
Total Area	(A+C)	10,017
Sitewide ETAF	(B+D) ÷ (A+C)	0.26

Average ETAF for Regular Landscape Areas must be 0.55 or below for residential areas, and 0.45 or below for non-residential areas.

WATER EFFICIENT LANDSCAPE WORKSHEET

Project: ***ARTESIA MEDIANS - GARDENA***

REFERENCE EVAPORATION (Eto): **42.6** ETAF: **0.45** POINT OF CONNECTION # **M (B)**

Hydrozone # / Planting Description *	Plant Factor (PF)	Irrigation Method **	Irrigation Efficiency (IE) ***	ETAF (PF / IE)	Landscape Area (Sq. Ft.)	ETAF x Landscape Area	Estimated Total Water Use (ETWU)
Regular Landscape Areas							
A / LOW SHRUB	**0.2**	**DRIP**	**0.81**	0.25	**2,979**	736	19,427
B / MED SHRUB	**0.5**	**DRIP**	**0.81**	0.62	**0**	0	0
C/ LOW TREE	**0.2**	**DRIP**	**0.81**	0.25	**0**	0	0
D/ MED TREE	**0.5**	**DRIP**	**0.81**	0.62	**600**	370	9,782
E/ LOW SHRUB	**0.2**	**ROTATOR**	**0.75**	0.27	**17,034**	4,542	119,974
				Totals	20,613	5,648	149,184
					(A)	(B)	
Special Landscape Areas							
turf				1	**0**	0	0
N/A				1	**0**	0	0
N/A				1	**0**	0	0
				TOTALS	0	0	0
					(C)	(D)	
						ETWU Total	149,184
						Maximum Allowed Water Allowance	244,994

* Hydrozone # / Planting Description E.g
1) Front Lawn
2) Low Water use Plantings
3) Medium Water use Planting

** Irrigation Method
Overhead Spray or Drip

*** Irrigation
0.75 for Spray
0.81 for Drip

Formulas Used:
MAWA (Annual Gallons Allowed) = (Eto) (0.62) [(ETAF x LA)+((1-ETAF) x SLA)]
Where 0.62 is a conversion factor that converts acre inches per acre per year to gallons per square foot per year, LA is the total landscape area in square feet, SLA is the total special landscape area in square feet, and ETAF is .55 for residential areas and 0.45 for nonresidential

**** ETWU (Annual Gallons Required) Eto x 0.62 x ETAF x Area
Where 0.62 is a conversion factor that converts acreinches per acre per year to gallons per square foot peryear.

ETAF Calculations

Regular Landscape Areas		
Total ETAF x Area	(B)	5,648
Total Area	(A)	20,613
Average ETAF	B ÷ A	0.27
All Landscape Areas		
Total ETAF x Area	(B+D)	5,648
Total Area	(A+C)	20,613
Sitewide ETAF	(B+D) ÷ (A+C)	0.27

Average ETAF for Regular Landscape Areas must be 0.55 or below for residential areas, and 0.45 or below for non-residential areas.

Zone Information / Irrigation Runtime

HYDROZONE	VALVE #	GPM	PLANT FACTOR	IRRIG. AMOUNT REQUIRED	PREC. RATE	MIN. MINUTES PER DAY	MAX. MINUTES PER DAY	CYCLES PER DAY	MIN. SOAK TIME	MIN ACTUAL RUNTIME	MAX. ACTUAL RUNTIME
AREA FOR DRIPLINE	A1	3.18	0.2	0.36	0.43	51	60	3	120	17	20
TREE DRIPLINE	A2	0.27	0.5	0.54	0.70	47	53	4	120	12	14
AREA FOR DRIPLINE	A3	7.32	0.2	0.36	0.43	51	60	3	120	17	20
TREE DRIPLINE	A4	0.27	0.5	0.54	0.43	76	90	4	120	19	23
AREA FOR DRIPLINE	A5	4.09	0.2	0.36	0.63	35	37	3	120	12	13
TREE DRIPLINE	A6	0.45	0.5	0.54	0.43	76	90	4	120	19	23
AREA FOR DRIPLINE	A7	6.75	0.2	0.54	0.43	76	90	4	120	19	23
AREA FOR DRIPLINE	A8	9.31	0.2	0.36	0.63	35	37	3	120	12	13
TREE DRIPLINE	A9	0.45	0.5	0.36	0.63	35	37	3	120	12	13
TREE DRIPLINE	A10	1.58	0.5	0.54	0.43	76	86	4	120	19	22
AREA FOR DRIPLINE	A11	11.33	0.2	0.54	0.63	52	61	4	120	13	16
SPRAY	B1	11.24	0.2	0.36	0.30	72	86	2	120	36	43
SPRAY	B2	11.36	0.2	0.36	0.30	72	82	2	120	36	41
TREE DRIPLINE	B3	1.35	0.5	0.54	0.63	52	59	4	120	13	15
SPRAY	B4	8.82	0.2	0.36	0.27	80	91	2	120	40	46
SPRAY	B5	9.43	0.2	0.36	0.36	60	64	2	120	30	32
SPRAY	B6	9.46	0.2	0.36	0.27	80	91	2	120	40	46
SPRAY	B7	9.01	0.2	0.36	0.36	60	64	2	120	30	32
TREE DRIPLINE	B8	3.60	0.5	0.54	0.63	52	59	4	120	13	15
SPRAY	B9	11.32	0.2	0.36	0.23	94	107	2	120	47	54
SPRAY	B10	11.04	0.2	0.36	0.23	94	101	2	120	47	51
TREE DRIPLINE	B11	1.80	0.5	0.54	0.63	52	59	4	120	13	15
AREA FOR DRIPLINE	B12	13.24	0.2	0.36	0.43	51	54	2	120	26	27

Reference ET - Los Angeles, CA

JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEP	OCT	NOV	DEC	Yearly
2.20	2.70	3.70	4.70	5.50	5.80	6.20	5.90	5.00	3.90	2.60	1.90	50.10

of Watering Days per Month - After Establishment

JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEP	OCT	NOV	DEC	YEAR
2	2	3	3	4	4	4	4	3	3	2	2	36
3	3	4	5	6	6	6	6	5	4	3	2	53
2	2	3	3	4	4	4	4	3	3	2	2	36
3	3	4	5	6	6	6	6	5	4	3	2	53
2	2	3	3	4	4	4	4	3	3	2	2	36
3	3	4	5	6	6	6	6	5	4	3	2	53
1	1	2	2	3	3	3	3	2	2	1	1	24
2	2	3	3	4	4	4	4	3	3	2	2	36
4	4	6	7	8	9	9	9	7	6	4	3	76
3	3	4	5	6	6	6	6	5	4	3	2	53
1	1	2	2	3	3	3	3	2	2	1	1	24
2	2	3	3	4	4	4	4	3	3	2	2	36
2	2	3	3	4	4	4	4	3	3	2	2	36
3	3	4	5	6	6	6	6	5	4	3	2	53
2	2	3	3	4	4	4	4	3	3	2	2	36
2	2	3	3	4	4	4	4	3	3	2	2	36
2	2	3	3	4	4	4	4	3	3	2	2	36
2	2	3	3	4	4	4	4	3	3	2	2	36
3	3	4	5	6	6	6	6	5	4	3	2	53
2	2	3	3	4	4	4	4	3	3	2	2	36
3	3	4	5	6	6	6	6	5	4	3	2	53
2	2	3	3	4	4	4	4	3	3	2	2	36

of Watering Days per Month - Initial Establishment Period

JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEP	OCT	NOV	DEC	YEAR
7	8	11	14	16	17	18	17	14	11	8	6	147
5	5	7	9	11	11	12	11	10	8	5	4	98
7	8	11	14	16	17	18	17	14	11	8	6	147
5	5	7	9	11	11	12	11	10	8	5	4	98
7	8	11	14	16	17	18	17	14	11	8	6	147
5	5	7	9	11	11	12	11	10	8	5	4	98
5	5	7	9	11	11	12	11	10	8	5	4	98
7	8	11	14	16	17	18	17	14	11	8	6	147
7	8	11	14	16	17	18	17	14	11	8	6	147
5	5	7	9	11	11	12	11	10	8	5	4	98
7	8	11	14	16	17	18	17	14	11	8	6	147
7	8	11	14	16	17	18	17	14	11	8	6	147
7	8	11	14	16	17	18	17	14	11	8	6	147
7	8	11	14	16	17	18	17	14	11	8	6	147
5	5	7	9	11	11	12	11	10	8	5	4	98
7	8	11	14	16	17	18	17	14	11	8	6	147
5	5	7	9	11	11	12	11	10	8	5	4	98
7	8	11	14	16	17	18	17	14	11	8	6	147

CONTROLLER SCHEDULE

PROJECT: Artesia Medians - Gardena
CONTROLLER # A & B **DATE:** 5/16/2022

VALVE SCHEDULE

NUMBER	MODEL	SIZE	TYPE	GPM	PSI	PSI @ POC	PRECIP
A1	HUNTER PCZ-101-25	1"	AREA FOR DRIPLINE	3.18	40.06	56.69	0.43 in/h
A2	HUNTER PCZ-101-25	1"	TREE DRIPLINE	0.27	40.01	51.1	0.7 in/h
A3	HUNTER PCZ-101-25	1"	AREA FOR DRIPLINE	7.32	41.17	71.17	0.43 in/h
A4	HUNTER PCZ-101-25	1"	TREE DRIPLINE	0.27	40.01	51.09	0.65 in/h
A5	HUNTER PCZ-101-25	1"	AREA FOR DRIPLINE	4.09	40.19	56.09	0.43 in/h
A6	HUNTER PCZ-101-25	1"	TREE DRIPLINE	0.45	40.01	51.1	0.63 in/h
A7	HUNTER PCZ-101-25	1"	AREA FOR DRIPLINE	6.75	41.13	60.54	0.43 in/h
A8	HUNTER PCZ-101-25	1"	AREA FOR DRIPLINE	9.31	42.98	54.88	0.43 in/h
A9	HUNTER PCZ-101-25	1"	TREE DRIPLINE	0.45	40.01	51.05	0.63 in/h
A10	HUNTER PCZ-101-25	1"	TREE DRIPLINE	1.58	40.05	51.25	0.63 in/h
A11	HUNTER PCZ-101-25	1"	AREA FOR DRIPLINE	11.33	43.23	61.46	0.43 in/h
B1	HUNTER ICV-G	1"	SHRUB ROTARY	11.24	45.38	68.73	0.3 in/h
B2	HUNTER ICV-G	1"	SHRUB ROTARY	11.36	45.38	69.06	0.3 in/h
B3	HUNTER PCZ-101-25	1"	TREE DRIPLINE	1.35	40.06	51.43	0.63 in/h
B4	HUNTER ICV-G	1"	SHRUB ROTARY	8.82	48.37	61.79	0.27 in/h
B5	HUNTER ICV-G	1"	SHRUB ROTARY	9.43	48.24	62.16	0.36 in/h
B6	HUNTER ICV-G	1"	SHRUB ROTARY	9.46	48.59	62.65	0.27 in/h
B7	HUNTER ICV-G	1"	SHRUB ROTARY	9.01	48.45	62.37	0.36 in/h
B8	HUNTER PCZ-101-25	1"	TREE DRIPLINE	3.60	40.58	52.19	0.63 in/h
B9	HUNTER ICV-G	1"	SHRUB ROTARY	11.32	44.96	62.5	0.23 in/h
B10	HUNTER ICV-G	1"	SHRUB ROTARY	11.04	45.78	63.35	0.22 in/h
B11	HUNTER PCZ-101-25	1"	TREE DRIPLINE	1.80	40.11	51.81	0.63 in/h
B12	HUNTER PCZ-101-25	1"	AREA FOR DRIPLINE	13.24	44.68	67.24	0.43 in/h

WATER EFFICIENCY STATEMENT

I AM FAMILIAR WITH THE REQUIREMENTS FOR LANDSCAPE AND IRRIGATION PLANS CONTAINED IN THE STATE MODEL WATER EFFICIENT LANDSCAPE ORDINANCE. I HAVE PREPARED THIS PLAN IN COMPLIANCE WITH THOSE REGULATIONS AND CERTIFY THAT THE PLANS IMPLEMENTS THOSE REGULATIONS TO PROVIDE EFFICIENT USE OF WATER.

NAME

8/9/2023
DATE

CITY OF GARDENA INCORPORATED 1930

PLANS PREPARED BY:
BGB | DESIGN GROUP
Landscape Architecture Planning Urban Design
3185 C1 Airway Avenue Costa Mesa, CA 92626
P: 714-545-2898 F: 714-545-2878 bgb-inc.com
UNDER THE SUPERVISION OF:

ARTHUR D. GUY CLA 2214 08/09/2023
DATE

REGISTERED LANDSCAPE ARCHITECT ARTHUR D. GUY 2214 Signature 08/09/2023 Date Exp. 8/31/2024 STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION

IRRIGATION CALCULATIONS, NOTES, AND LEGENDS

PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

APPROVED BY : SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 36 OF 47 DWG. NO. 5-2612

FILE PATH: G:\Penco\artesia median\DRAWINGS\04 construction docs - revised medians\PEN-190101-02 L4 Irrigation Details PLOTTED ON: 2/29/2024 2:50 PM



PLANT LEGEND - SHEET 37

TREES	BOTANICAL / COMMON NAME	SIZE	QTY	DETAIL
+	EXISTING LAGERSTROEMIA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	EXISTING	2	
▫	LAGERSTROEMIA X `MUSKOGEE' / TO MATCH EXISTING (LIGHT LAVENDER - STANDARD)	24" BOX STD	4	A/46 CITY STD DETAIL: ST-11/46

SHRUBS	BOTANICAL / COMMON NAME	SIZE	QTY	DETAIL
⊘	ALOE RUDIKOPPE / LITTLE RED RIDING HOOD ALOE	1 GAL	101	B/46 C/46

GROUND COVERS	BOTANICAL / COMMON NAME	SIZE	SPACING	QTY	DETAIL
⁘	SENECIO SERPENS / BLUE CHALKSTICKS	4" POT	12" o.c.	610	D/46

CONSTRUCTION LEGEND - SHEET 37

SYMBOL	DESCRIPTION	QTY	DETAIL
C-01	NEW HARDSCAPE - COBBLE FIELD TYPE: ARIZONA COBBLE SIZE: 4" TO 8" SUPPLER: SOUTHWEST BOULDER & STONE (OR EQUAL) PHONE: 760 - 451 - 3333	123 SF	E/46

ABBREVIATIONS:

FOC FACE OF CURB

NOTE:
FOR PLANTING LEGEND, NOTES AND DETAILS, SEE SHEETS 46 & 47.

NOTE:
MAINTAIN AND PROTECT IN PLACE ALL EXISTING TREES. GRUB AND CLEAR SHRUBS & GROUNDCOVER PER DEMOLITION PLANS.

DIGALERT
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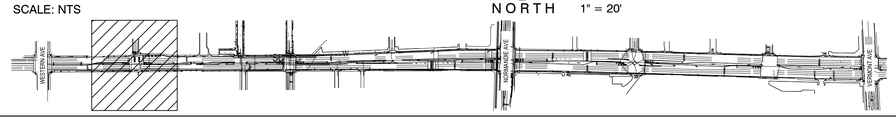
1-800-422-4133
AT LEAST TWO DAYS BEFORE YOU DIG
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

KEYMAP
SCALE: NTS



NORTH

0 20 40 60 80 feet
1" = 20'

PLANS PREPARED BY:
BGB | DESIGN GROUP
Landscape Architecture Planning Urban Design
3185 C1 Airway Avenue Costa Mesa, CA 92626
P: 714-545-2898 F: 714-545-2878 bgb-inc.com
UNDER THE SUPERVISION OF:
ARTHUR D. GUY CLA 2214 02/29/2024 DATE

REGISTERED LANDSCAPE ARCHITECT ARTHUR D. GUY 2214 Signature 02/29/2024 Date Exp. 8/31/2024 STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION

PLANTING PLAN

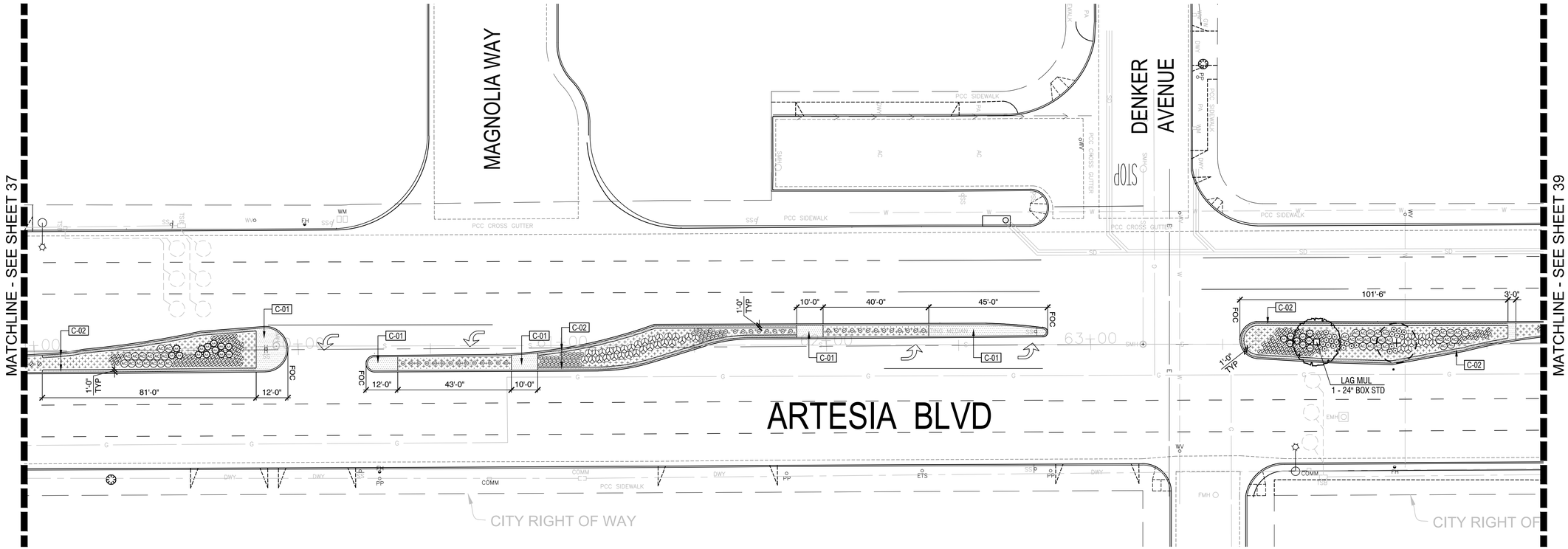
PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

APPROVED BY: SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 37 OF 47 DWG. NO. 5-2612

FILE PATH: G:\Penco\artesia median\DRAWINGS\04 construction docs - revised medians\PEN-190101-02 L5 Planting Plan PLOTTED ON:2/29/2024 2:51 PM



PLANT LEGEND - SHEET 38

TREES	BOTANICAL / COMMON NAME	SIZE	QTY	DETAIL
+	EXISTING LAGERSTROEMIA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	EXISTING	1	
	LAGERSTROEMIA X `MUSKOGEE` / TO MATCH EXISTING (LIGHT LAVENDER - STANDARD)	24" BOX STD	1	A/46 CITY STD DETAIL: ST-11/46

SHRUBS	BOTANICAL / COMMON NAME	SIZE	QTY	DETAIL
AA	AGAVE ATTENUATA / AGAVE	5 GAL	22	B/46 C/46
AC	ALOE CAMPERI / ALOE	5 GAL	41	B/46 C/46
	ALOE RUDIKOPPE / LITTLE RED RIDING HOOD ALOE	1 GAL	146	B/46 C/46
	ALOE VERA / MEDICINAL ALOE	5 GAL	25	B/46 C/46
BE	ALOE X 'BLUE ELF' / BLUE ELF ALOE	1 GAL	94	B/46 C/46
	LOMANDRA LONGIFOLIA `BREEZE` / DWARF MAT RUSH	5 GAL	40	B/46 C/46

GROUND COVERS	BOTANICAL / COMMON NAME	SIZE	SPACING	QTY	DETAIL
	SENECIO SERPENS / BLUE CHALKSTICKS	4" POT	12" o.c.	2,123	D/46

CONSTRUCTION LEGEND - SHEET 38

SYMBOL	DESCRIPTION	QTY	DETAIL
C-01	NEW HARDSCAPE - COBBLE FIELD TYPE: ARIZONA COBBLE SIZE: 4" TO 8" SUPPLER: SOUTHWEST BOULDER & STONE (OR EQUAL) PHONE: 760 - 451 - 3333	515 SF	E/46
C-02	NEW HARDSCAPE - COBBLE MAINTENANCE STRIPS TYPE: ARIZONA COBBLE SIZE: 4" TO 8" SUPPLER: SOUTHWEST BOULDER & STONE (OR EQUAL) PHONE: 760 - 451 - 3333	570 SF	E/46

ABBREVIATIONS:

FOC FACE OF CURB

NOTE:
FOR PLANTING LEGEND, NOTES AND DETAILS, SEE SHEETS 46 & 47.

NOTE:
MAINTAIN AND PROTECT IN PLACE ALL EXISTING TREES. GRUB AND CLEAR SHRUBS & GROUNDCOVER PER DEMOLITION PLANS.

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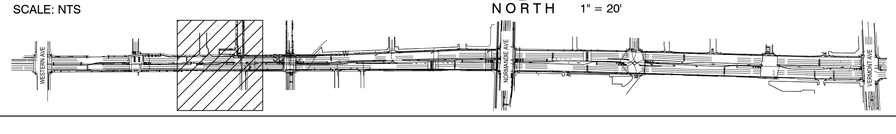
KEYMAP
SCALE: NTS



NORTH

0 20 40 60 80 feet
1" = 20'

PLANS PREPARED BY:
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P: 714-545-2898 F: 714-545-2878 bgb-inc.com
UNDER THE SUPERVISION OF:
ARTHUR D. GUY CLA 2214 02/29/2024 DATE

REGISTERED LANDSCAPE ARCHITECT ARTHUR D. GUY III 2214 Signature 02/29/2024 Date Exp. 8/31/2024 STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION

PLANTING PLAN

PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

APPROVED BY : SEE SHEET 1
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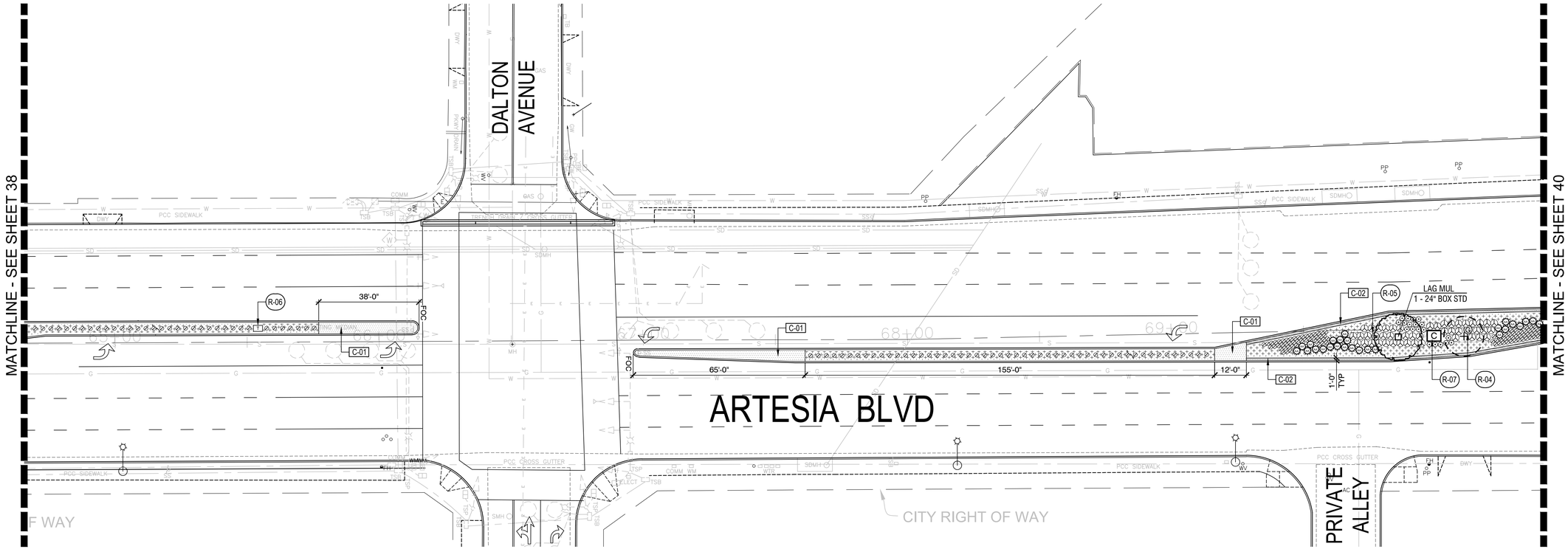
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 38 OF 47 DWG. NO. 5-2612

FILE PATH: G:\Penco\artesia median\DRAWINGS\04 construction docs - revised medians\PEN-190101-02 L5 Planting Plan PLOTTED ON:2/29/2024 2:51 PM



PLANT LEGEND - SHEET 39

TREES	BOTANICAL / COMMON NAME	SIZE	QTY	DETAIL
+	EXISTING LAGERSTROEMIA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	EXISTING	1	
▫	LAGERSTROEMIA X `MUSKOGEE` / TO MATCH EXISTING (LIGHT LAVENDER - STANDARD)	24" BOX STD	1	A/46 CITY STD DETAIL: ST-11/46

SHRUBS	BOTANICAL / COMMON NAME	SIZE	QTY	DETAIL
AA	AGAVE ATTENUATA / AGAVE	5 GAL	25	B/46 C/46
⊘	ALOE RUDIKOPPE / LITTLE RED RIDING HOOD ALOE	1 GAL	170	B/46 C/46
⊙	ALOE VERA / MEDICINAL ALOE	5 GAL	19	B/46 C/46
⋔	LOMANDRA LONGIFOLIA `BREEZE` / DWARF MAT RUSH	5 GAL	44	B/46 C/46

GROUND COVERS	BOTANICAL / COMMON NAME	SIZE	SPACING	QTY	DETAIL
▨	SENECIO SERPENS / BLUE CHALKSTICKS	4" POT	12" o.c.	1,490	D/46

CONSTRUCTION LEGEND - SHEET 39

SYMBOL	DESCRIPTION	QTY	DETAIL
C-01	NEW HARDSCAPE - COBBLE FIELD TYPE: ARIZONA COBBLE SIZE: 4" TO 8" SUPPLER: SOUTHWEST BOULDER & STONE (OR EQUAL) PHONE: 760 - 451 - 3333	447 SF	E/46
C-02	NEW HARDSCAPE - COBBLE MAINTENANCE STRIPS TYPE: ARIZONA COBBLE SIZE: 4" TO 8" SUPPLER: SOUTHWEST BOULDER & STONE (OR EQUAL) PHONE: 760 - 451 - 3333	242 SF	E/46

REFERENCE LEGEND - SHEET 39

SYMBOL	DESCRIPTION
R-04	EXISTING GAS METER - PROTECT IN PLACE
R-05	EXISTING MANHOLE - PROTECT IN PLACE
R-06	TRAFFIC BOX - PROTECT IN PLACE
R-07	CONTROLLER ASSEMBLY - REFER TO IRRIGATION PLAN

ABBREVIATIONS:

FOC FACE OF CURB

NOTE:
FOR PLANTING LEGEND, NOTES AND DETAILS, SEE SHEETS 46 & 47.

NOTE:
MAINTAIN AND PROTECT IN PLACE ALL EXISTING TREES. GRUB AND CLEAR SHRUBS & GROUNDCOVER PER DEMOLITION PLANS.

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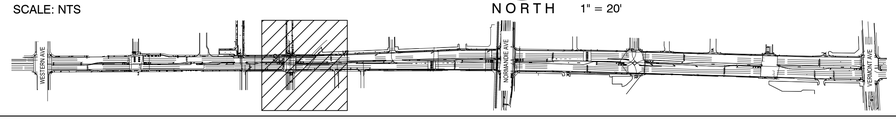
KEYMAP
SCALE: NTS



NORTH

0 20 40 60 80 feet
1" = 20'

PLANS PREPARED BY:
BGB | DESIGN GROUP
Landscape Architecture Planning Urban Design
3185 C1 Airway Avenue Costa Mesa, CA 92626
P: 714-545-2898 F: 714-545-2878 bgb-inc.com
UNDER THE SUPERVISION OF:
ARTHUR D. GUY CLA 2214 02/29/2024 DATE

REGISTERED LANDSCAPE ARCHITECT ARTHUR D. GUY 2214 Signature 02/29/2024 Date Exp. 8/31/2024 STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION

PLANTING PLAN

PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

APPROVED BY : SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 39 OF 47 DWG. NO. 5-2612

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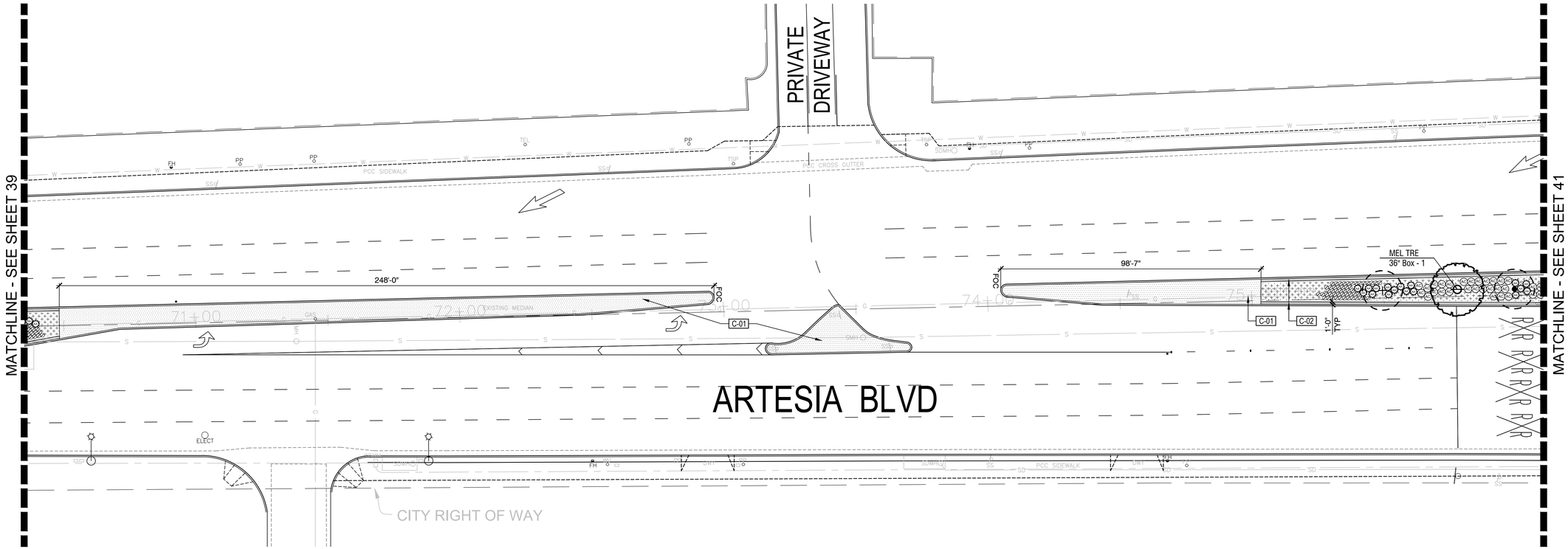

PLANT LEGEND - SHEET 40

TREES	BOTANICAL / COMMON NAME	SIZE	QTY	DETAIL
+	EXISTING LAGERSTROEMIA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	EXISTING	1	
•	EXISTING MELALEUCA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	EXISTING	1	
	MELALEUCA QUINQUENERVIA / CAJEPUT TREE (SINGLE TRUNK)	36" BOX	1	A/46 CITY STD DETAIL: ST-11/46

SHRUBS	BOTANICAL / COMMON NAME	SIZE	QTY	DETAIL
AA	AGAVE ATTENUATA / AGAVE	5 GAL	18	B/46 C/46
AC	ALOE CAMPERI / ALOE	5 GAL	28	B/46 C/46
	ALOE RUDIKOPPE / LITTLE RED RIDING HOOD ALOE	1 GAL	57	B/46 C/46

GROUND COVERS	BOTANICAL / COMMON NAME	SIZE	SPACING	QTY	DETAIL
	SENECIO SERPENS / BLUE CHALKSTICKS	4" POT	12" o.c.	474	D/46

CONSTRUCTION LEGEND - SHEET 40

SYMBOL	DESCRIPTION	QTY	DETAIL
C-01	NEW HARDSCAPE - COBBLE FIELD TYPE: ARIZONA COBBLE SIZE: 4" TO 8" SUPPLER: SOUTHWEST BOULDER & STONE (OR EQUAL) PHONE: 760 - 451 - 3333	2,954 SF	E/46
C-02	NEW HARDSCAPE - COBBLE MAINTENANCE STRIPS TYPE: ARIZONA COBBLE SIZE: 4" TO 8" SUPPLER: SOUTHWEST BOULDER & STONE (OR EQUAL) PHONE: 760 - 451 - 3333	229 SF	E/46

ABBREVIATIONS:

FOC FACE OF CURB

NOTE:
FOR PLANTING LEGEND, NOTES AND DETAILS, SEE SHEETS 46 & 47.

NOTE:
MAINTAIN AND PROTECT IN PLACE ALL EXISTING TREES. GRUB AND CLEAR SHRUBS & GROUNDCOVER PER DEMOLITION PLANS.

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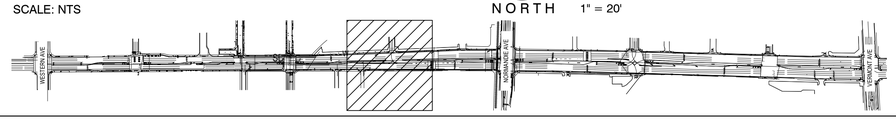
KEYMAP
SCALE: NTS



NORTH

0 20 40 60 80 feet
1" = 20'

PLANS PREPARED BY:
BGB | DESIGN GROUP
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P: 714-545-2898 F: 714-545-2878 bgb-inc.com
UNDER THE SUPERVISION OF:
ARTHUR D. GUY CLA 2214 02/29/2024 DATE

REGISTERED LANDSCAPE ARCHITECT ARTHUR D. GUY 2214 Signature 02/29/2024 Date Exp. 8/31/2024 STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION

PLANTING PLAN

PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

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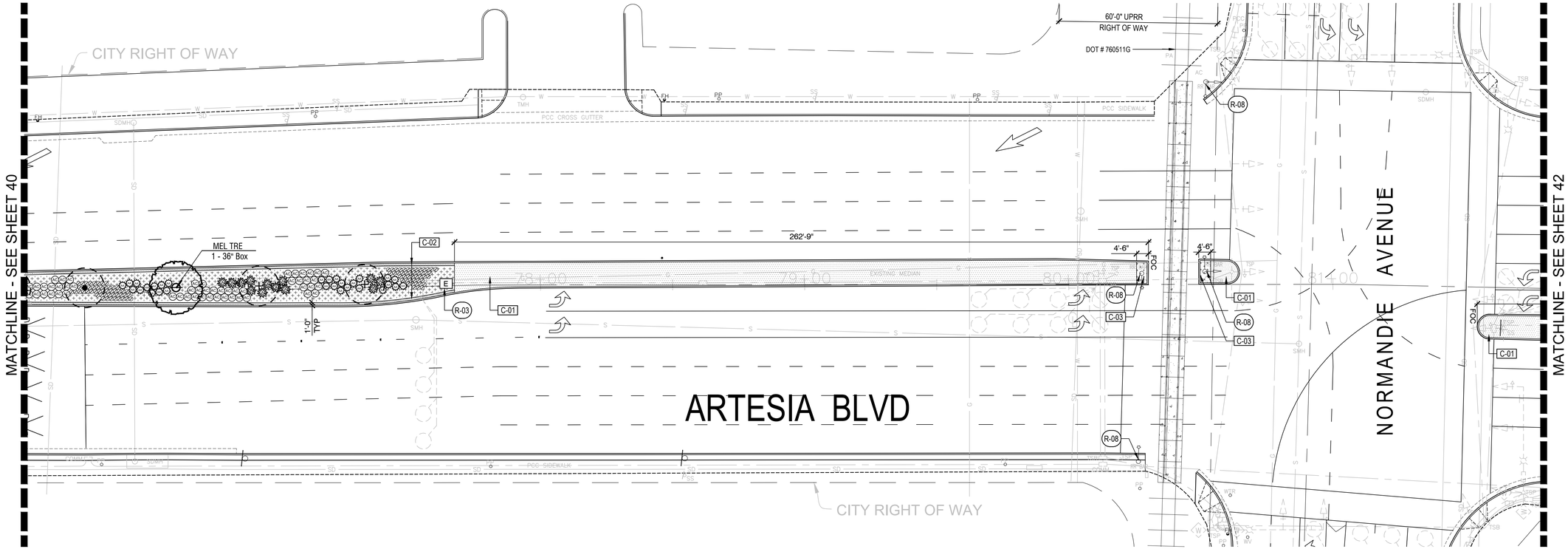
SHT 40 OF 47 DWG. NO. 5-2612

FILE PATH: G:\Penco\artesia median\DRAWINGS\04 construction docs - revised medians\PEN-190101-02 L5 Planting Plan PLOTTED ON:2/29/2024 2:51 PM



PLANT LEGEND - SHEET 41

TREES	BOTANICAL / COMMON NAME	SIZE	QTY	DETAIL
+	EXISTING LAGERSTROEMIA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	EXISTING	2	
•	EXISTING MELALEUCA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	EXISTING	1	
⊖	MELALEUCA QUINQUENERVIA / CAJEPUT TREE (SINGLE TRUNK)	36" BOX	1	A/46 CITY STD DETAIL: ST-11/46

SHRUBS	BOTANICAL / COMMON NAME	SIZE	QTY	DETAIL
AA	AGAVE ATTENUATA / AGAVE	5 GAL	29	B/46 C/46
✲	ALOE ARBORESCENS / TREE ALOE	15 GAL	13	B/46 C/46
AC	ALOE CAMPERI / ALOE	5 GAL	50	B/46 C/46
⊘	ALOE RUDIKOPPE / LITTLE RED RIDING HOOD ALOE	1 GAL	95	B/46 C/46

GROUND COVERS	BOTANICAL / COMMON NAME	SIZE	SPACING	QTY	DETAIL
	SENECIO SERPENS / BLUE CHALKSTICKS	4" POT	12" o.c.	779	D/46

CONSTRUCTION LEGEND - SHEET 41

SYMBOL	DESCRIPTION	QTY	DETAIL
C-01	NEW HARDSCAPE - COBBLE FIELD TYPE: ARIZONA COBBLE SIZE: 4" TO 8" SUPPLER: SOUTHWEST BOULDER & STONE (OR EQUAL) PHONE: 760 - 451 - 3333	2,603 SF	E/46
C-02	NEW HARDSCAPE - COBBLE MAINTENANCE STRIPS TYPE: ARIZONA COBBLE SIZE: 4" TO 8" SUPPLER: SOUTHWEST BOULDER & STONE (OR EQUAL) PHONE: 760 - 451 - 3333	320 SF	E/46
C-03	STABILIZED DECOMPOSED GRANITE COLOR: GOLD NOTE: INSTALL AND COMPACTED ON NATIVE, 4 INCH THICK	65 SF	

REFERENCE LEGEND - SHEET 41

SYMBOL	DESCRIPTION
R-03	EXISTING ELECTRICAL METER - PROTECT IN PLACE
R-08	EXISTING CROSSING WARNING DEVICE AND FLASHERS - PROTECT IN PLACE

ABBREVIATIONS:

FOC FACE OF CURB

NOTE:
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NOTE:
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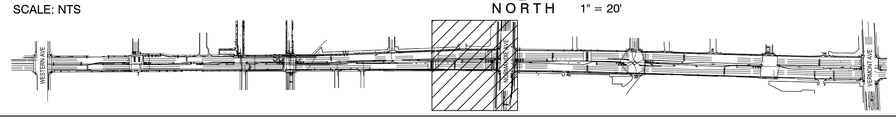
KEYMAP
SCALE: NTS



NORTH

0 20 40 60 80 feet
1" = 20'

PLANS PREPARED BY:
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ARTHUR D. GUY CLA 2214 02/29/2024
ARTHUR D. GUY DATE

REGISTERED LANDSCAPE ARCHITECT ARTHUR D. GUY 2214 Signature 02/29/2024 Date Exp. 8/31/2024 STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION

PLANTING PLAN

PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

APPROVED BY : SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 41 OF 47 DWG. NO. 5-2612

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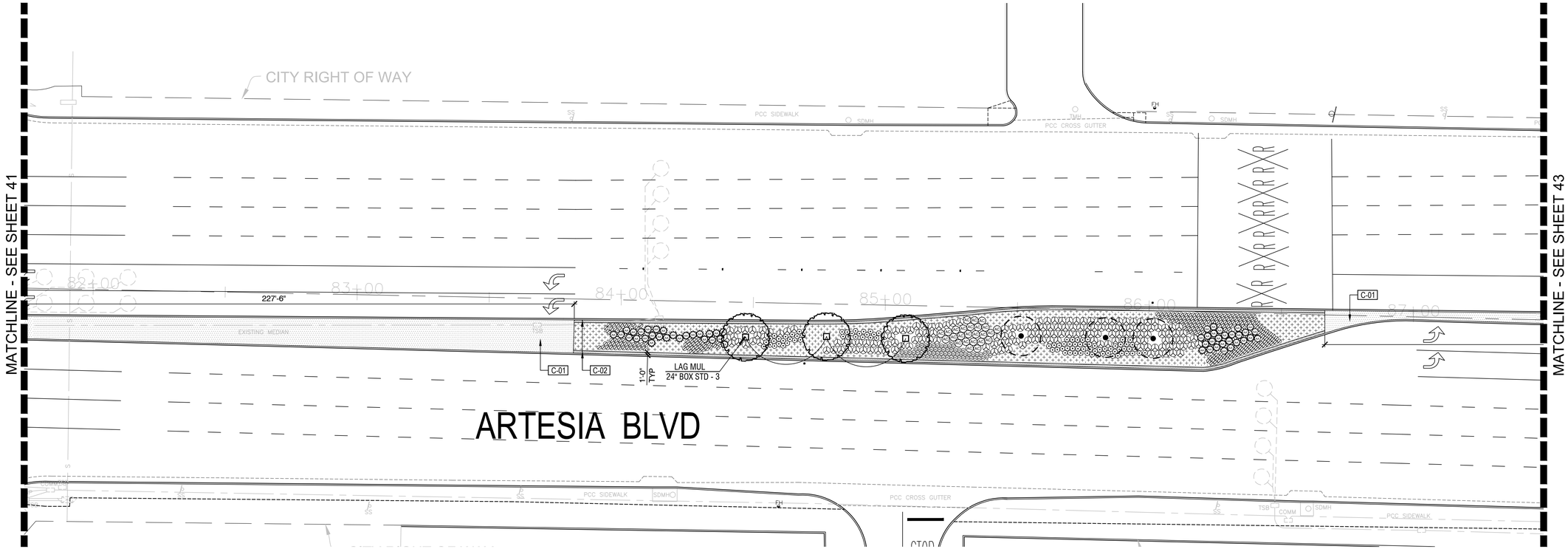


PLANT LEGEND - SHEET 42

TREES	BOTANICAL / COMMON NAME	SIZE	QTY	DETAIL
	EXISTING MELALEUCA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	EXISTING	3	
	LAGERSTROEMIA X `MUSKOGEE` / TO MATCH EXISTING (LIGHT LAVENDER - STANDARD)	24" BOX STD	3	A/46 CITY STD DETAIL: ST-11/46

SHRUBS	BOTANICAL / COMMON NAME	SIZE	QTY	DETAIL
AA	AGAVE ATTENUATA / AGAVE	5 GAL	54	B/46 C/46
AC	ALOE CAMPERI / ALOE	5 GAL	25	B/46 C/46
	ALOE RUDIKOPPE / LITTLE RED RIDING HOOD ALOE	1 GAL	227	B/46 C/46
	ALOE VERA / MEDICINAL ALOE	5 GAL	90	B/46 C/46
BE	ALOE X 'BLUE ELF' / BLUE ELF ALOE	1 GAL	72	B/46 C/46
	LOMANDRA LONGIFOLIA `BREEZE` / DWARF MAT RUSH	5 GAL	163	B/46 C/46

GROUND COVERS	BOTANICAL / COMMON NAME	SIZE	SPACING	QTY	DETAIL
	SENECIO SERPENS / BLUE CHALKSTICKS	4" POT	12" o.c.	1,595	D/46

CONSTRUCTION LEGEND - SHEET 42

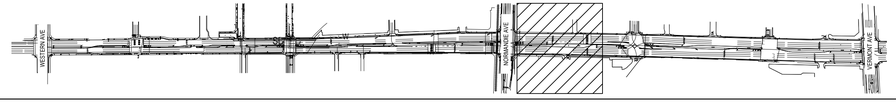
SYMBOL	DESCRIPTION	QTY	DETAIL
C-01	NEW HARDSCAPE - COBBLE FIELD TYPE: ARIZONA COBBLE SIZE: 4" TO 8" SUPPLER: SOUTHWEST BOULDER & STONE (OR EQUAL) PHONE: 760 - 451 - 3333	2,491 SF	E/46
C-02	NEW HARDSCAPE - COBBLE MAINTENANCE STRIPS TYPE: ARIZONA COBBLE SIZE: 4" TO 8" SUPPLER: SOUTHWEST BOULDER & STONE (OR EQUAL) PHONE: 760 - 451 - 3333	571 SF	E/46

NOTE:
FOR PLANTING LEGEND, NOTES AND DETAILS, SEE SHEETS 46 & 47.

NOTE:
MAINTAIN AND PROTECT IN PLACE ALL EXISTING TREES. GRUB AND CLEAR SHRUBS & GROUNDCOVER PER DEMOLITION PLANS.

DIGALERT
DIAL TOLL FREE
1-800-422-4133
AT LEAST TWO DAYS BEFORE YOU DIG
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

KEYMAP
SCALE: NTS



NORTH

0 20 40 60 80 feet
1" = 20'

PLANS PREPARED BY:
BGB | DESIGN GROUP
Landscape Architecture Planning Urban Design
3185 C1 Airway Avenue Costa Mesa, CA 92626
P: 714-545-2898 F: 714-545-2878 bgb-inc.com
UNDER THE SUPERVISION OF:
ARTHUR D. GUY CLA 2214 — 02/29/2024 DATE

REGISTERED LANDSCAPE ARCHITECT — ARTHUR D. GUY — 2214 — Signature — 02/29/2024 — Date — Exp. 8/31/2024 — STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

PLANTING PLAN

PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

APPROVED BY: SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE — DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 42 OF 47 — DWG. NO. 5-2612

FILE PATH: G:\Penco\artesia median\DRAWINGS\04 construction docs - revised medians\PEN-190101-02 L5 Planting Plan PLOTTED ON:2/29/2024 2:51 PM



CONSTRUCTION LEGEND - SHEET 43

SYMBOL	DESCRIPTION	QTY	DETAIL
C-01	NEW HARDSCAPE - COBBLE FIELD TYPE: ARIZONA COBBLE SIZE: 4" TO 8" SUPPLER: SOUTHWEST BOULDER & STONE (OR EQUAL) PHONE: 760 - 451 - 3333	4,340 SF	E/46

ABBREVIATIONS:

FOC FACE OF CURB

NOTE:
FOR PLANTING LEGEND, NOTES AND DETAILS, SEE SHEETS 46 & 47.

NOTE:
MAINTAIN AND PROTECT IN PLACE ALL EXISTING TREES. GRUB AND CLEAR SHRUBS & GROUNDCOVER PER DEMOLITION PLANS.

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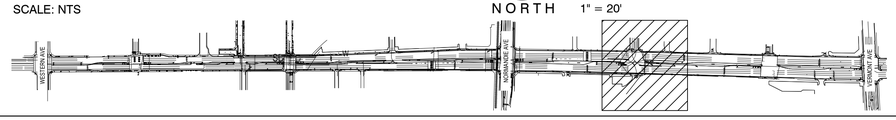
KEYMAP
SCALE: NTS



NORTH

0 20 40 60 80 feet
1" = 20'

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ARTHUR D. GUY CLA 2214 02/29/2024 DATE

REGISTERED LANDSCAPE ARCHITECT ARTHUR D. GUY III 2214 Signature 02/29/2024 Date Exp. 8/31/2024 STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION

PLANTING PLAN

PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

APPROVED BY : SEE SHEET 1
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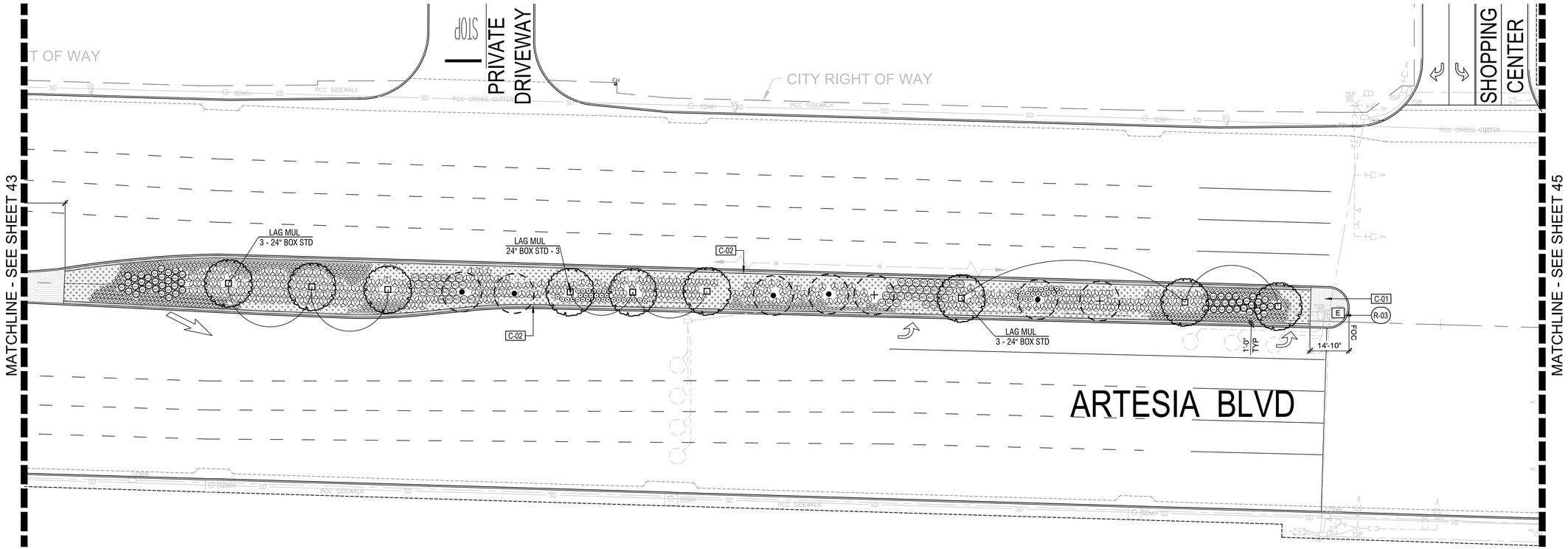
SHT 43 OF 47 DWG. NO. 5-2612

FILE PATH: G:\Penco\artesia median\DRAWINGS\04 construction docs - revised medians\PEN-190101-02 L5 Planting Plan PLOTTED ON:2/29/2024 2:51 PM



PLANT LEGEND - SHEET 44

TREES	BOTANICAL / COMMON NAME	SIZE	QTY	DETAIL
+	EXISTING LAGERSTROEMIA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	EXISTING	2	
•	EXISTING MELALEUCA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	EXISTING	5	
□	LAGERSTROEMIA X `MUSKOGEE` / TO MATCH EXISTING (LIGHT LAVENDER - STANDARD)	24" BOX STD	9	A/46 CITY STD DETAIL: ST-11/46

SHRUBS	BOTANICAL / COMMON NAME	SIZE	QTY	DETAIL
AA	AGAVE ATTENUATA / AGAVE	5 GAL	55	B/46 C/46
AC	ALOE CAMPERI / ALOE	5 GAL	58	B/46 C/46
⊘	ALOE RUDIKOPPE / LITTLE RED RIDING HOOD ALOE	1 GAL	251	B/46 C/46
⊙	ALOE VERA / MEDICINAL ALOE	5 GAL	52	B/46 C/46
BE	ALOE X 'BLUE ELF' / BLUE ELF ALOE	1 GAL	259	B/46 C/46
⅄	LOMANDRA LONGIFOLIA `BREEZE` / DWARF MAT RUSH	5 GAL	299	B/46 C/46

GROUND COVERS	BOTANICAL / COMMON NAME	SIZE	SPACING	QTY	DETAIL
▨	SENECIO SERPENS / BLUE CHALKSTICKS	4" POT	12" o.c.	2,081	D/46

CONSTRUCTION LEGEND - SHEET 44

SYMBOL	DESCRIPTION	QTY	DETAIL
C-01	NEW HARDSCAPE - COBBLE FIELD TYPE: ARIZONA COBBLE SIZE: 4" TO 8" SUPPLER: SOUTHWEST BOULDER & STONE (OR EQUAL) PHONE: 760 - 451 - 3333	333 SF	E/46
C-02	NEW HARDSCAPE - COBBLE MAINTENANCE STRIPS TYPE: ARIZONA COBBLE SIZE: 4" TO 8" SUPPLER: SOUTHWEST BOULDER & STONE (OR EQUAL) PHONE: 760 - 451 - 3333	946 SF	E/46

REFERENCE LEGEND - SHEET 44

SYMBOL	DESCRIPTION
R-03	EXISTING ELECTRICAL METER - PROTECT IN PLACE

ABBREVIATIONS:

FOC FACE OF CURB

NOTE:
FOR PLANTING LEGEND, NOTES AND DETAILS, SEE SHEETS 46 & 47.

NOTE:
MAINTAIN AND PROTECT IN PLACE ALL EXISTING TREES. GRUB AND CLEAR SHRUBS & GROUNDCOVER PER DEMOLITION PLANS.

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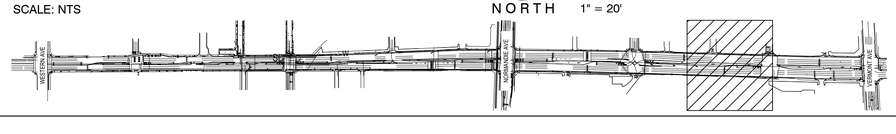
KEYMAP
SCALE: NTS



NORTH

0 20 40 60 80 feet
1" = 20'

PLANS PREPARED BY:
BGB | DESIGN GROUP
Landscape Architecture Planning Urban Design
3185 C1 Airway Avenue Costa Mesa, CA 92626
P: 714-545-2898 F: 714-545-2878 bgb-inc.com
UNDER THE SUPERVISION OF:
ARTHUR D. GUY CLA 2214 02/29/2024 DATE

REGISTERED LANDSCAPE ARCHITECT ARTHUR D. GUY 2214 Signature 02/29/2024 Date Exp. 8/31/2024 STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION

PLANTING PLAN

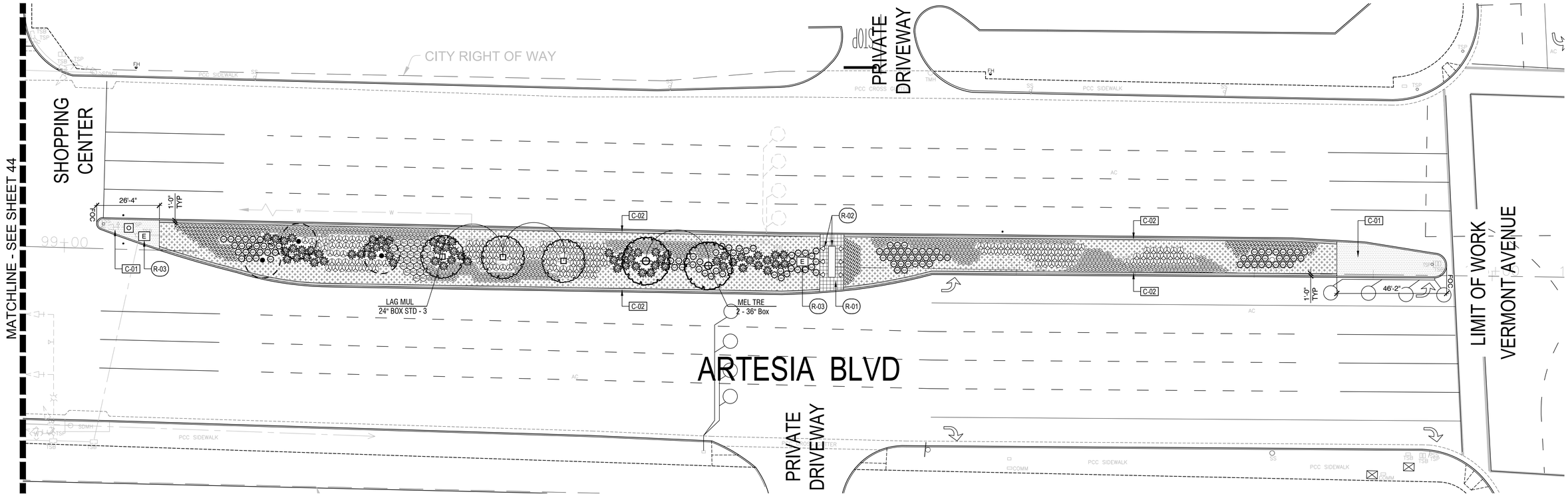
PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

APPROVED BY : SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 44 OF 47 DWG. NO. 5-2612

FILE PATH: G:\Penco\artesia median\DRAWINGS\04 construction docs - revised medians\PEN-190101-02 L5 Planting Plan PLOTTED ON:2/29/2024 2:51 PM



PLANT LEGEND - SHEET 45

TREES	BOTANICAL / COMMON NAME	SIZE	QTY	DETAIL
	EXISTING MELALEUCA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	EXISTING	3	
	LAGERSTROEMIA X `MUSKOGEE' / TO MATCH EXISTING (LIGHT LAVENDER - STANDARD)	24" BOX STD	3	A/46 CITY STD DETAIL: ST-11/46
	MELALEUCA QUINQUENERVIA / CAJEPUT TREE (SINGLE TRUNK)	36" BOX	2	A/46 CITY STD DETAIL: ST-11/46

SHRUBS	BOTANICAL / COMMON NAME	SIZE	QTY	DETAIL
AA	AGAVE ATTENUATA / AGAVE	5 GAL	114	B/46 C/46
	ALOE ARBORESCENS / TREE ALOE	15 GAL	67	B/46 C/46
AC	ALOE CAMPERI / ALOE	5 GAL	32	B/46 C/46
	ALOE RUDIKOPPE / LITTLE RED RIDING HOOD ALOE	1 GAL	244	B/46 C/46
BE	ALOE X 'BLUE ELF' / BLUE ELF ALOE	1 GAL	645	B/46 C/46
	LOMANDRA LONGIFOLIA `BREEZE' / DWARF MAT RUSH	5 GAL	198	B/46 C/46

GROUND COVERS	BOTANICAL / COMMON NAME	SIZE	SPACING	QTY	DETAIL
	SENECIO SERPENS / BLUE CHALKSTICKS	4" POT	12" o.c.	3,492	D/46

CONSTRUCTION LEGEND - SHEET 45

SYMBOL	DESCRIPTION	QTY	DETAIL
C-01	NEW HARDSCAPE - COBBLE FIELD TYPE: ARIZONA COBBLE SIZE: 4" TO 8" SUPPLER: SOUTHWEST BOULDER & STONE (OR EQUAL) PHONE: 760 - 451 - 3333	745 SF	E/46
C-02	NEW HARDSCAPE - COBBLE MAINTENANCE STRIPS TYPE: ARIZONA COBBLE SIZE: 4" TO 8" SUPPLER: SOUTHWEST BOULDER & STONE (OR EQUAL) PHONE: 760 - 451 - 3333	972 SF	E/46

REFERENCE LEGEND - SHEET 45

SYMBOL	DESCRIPTION
R-01	EXISTING STAMPED PAVING - PROTECT IN PLACE
R-02	EXISTING SIGNAGE AND (6) LIGHT FIXTURES - PROTECT IN PLACE
R-03	EXISTING ELECTRICAL METER - PROTECT IN PLACE

ABBREVIATIONS:

FOC FACE OF CURB

NOTE:
FOR PLANTING LEGEND, NOTES AND DETAILS, SEE SHEETS 46 & 47.

NOTE:
MAINTAIN AND PROTECT IN PLACE ALL EXISTING TREES. GRUB AND CLEAR SHRUBS & GROUNDCOVER PER DEMOLITION PLANS.

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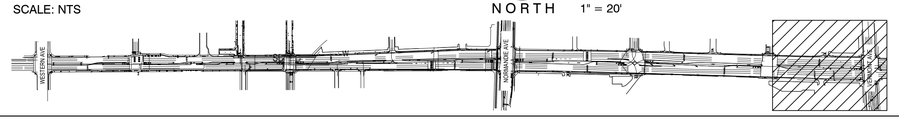
KEYMAP
SCALE: NTS



NORTH

0 20 40 60 80 feet
1" = 20'

PLANS PREPARED BY:
BGB | DESIGN GROUP
Landscape Architecture Planning Urban Design
3185 C1 Airway Avenue Costa Mesa, CA 92626
P: 714-545-2898 F: 714-545-2878 bgb-inc.com
UNDER THE SUPERVISION OF:
ARTHUR D. GUY CLA 2214 — 02/29/2024 DATE

REGISTERED LANDSCAPE ARCHITECT — ARTHUR D. GUY III — 2214 — Signature — 02/29/2024 — Date — Exp. 8/31/2024 — STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

PLANTING PLAN

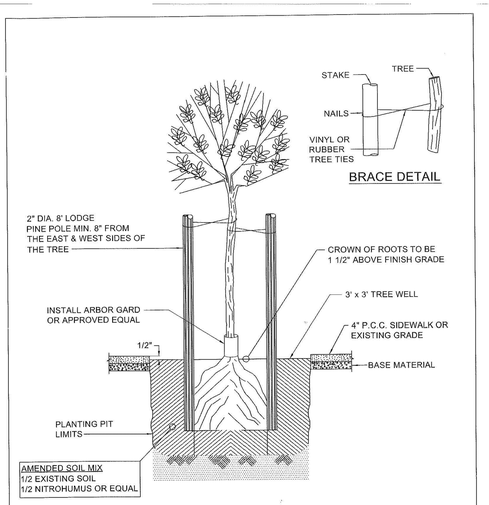
PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

APPROVED BY: SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE — DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 45 OF 47 — DWG. NO. 5-2612

FILE PATH: G:\Penco\artesia median\DRAWINGS\04 construction docs - revised medians\PEN-190101-02 L5 Planting Plan PLOTTED ON:2/29/2024 2:51 PM



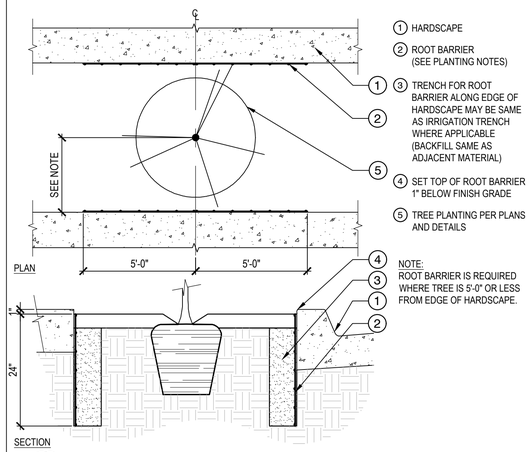
CITY OF GARDENA — ENGINEERING DIVISION

TITLE: **TREE PLANTING DETAIL**

APP. BY: _____ DATE: 12-16-08

DESIGNED BY	JO	11-25-2008
DRAWN BY	RS	11-25-2008
CHECKED BY	JF	11-25-2008

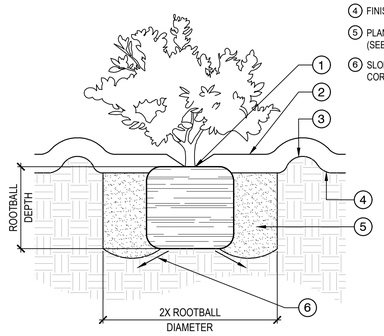
DWG. NO. **ST - 11**



1. HARDSCAPE
2. ROOT BARRIER (SEE PLANTING NOTES)
3. TRENCH FOR ROOT BARRIER ALONG EDGE OF HARDSCAPE MAY BE SAME AS IRRIGATION TRENCH WHERE APPLICABLE (BACKFILL SAME AS ADJACENT MATERIAL)
4. SET TOP OF ROOT BARRIER 1" BELOW FINISH GRADE
5. TREE PLANTING PER PLANS AND DETAILS

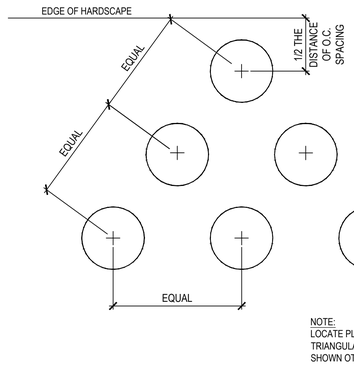
NOTE:
ROOT BARRIER IS REQUIRED WHERE TREE IS 5'-0" OR LESS FROM EDGE OF HARDSCAPE.

A ROOT BARRIER
SCALE: NTS — PLAN VIEW / SECTION



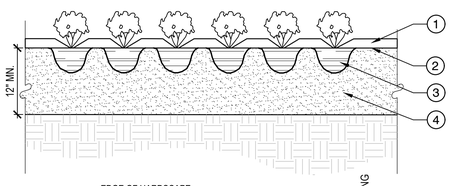
1. SET TOP OF ROOTBALL 1" ABOVE FINISH GRADE
2. MULCH IN PLANTING AREA (SEE PLANTING NOTES, THIS SHEET)
3. 3" HIGH WATERING BERM
4. FINISH GRADE
5. PLANTING BACKFILL (SEE SPECS)
6. SLOPE PLANTING HOLE TO CORNERS

B SHRUB ON LEVEL GRADE
SCALE: NTS — SECTION

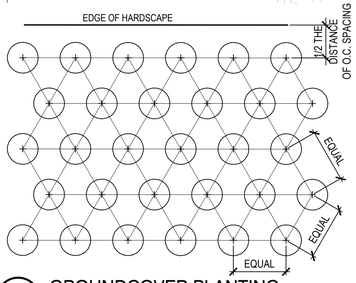


NOTE:
LOCATE PLANTS EQUALLY PER TRIANGULAR SPACING UNLESS SHOWN OTHERWISE ON PLANS

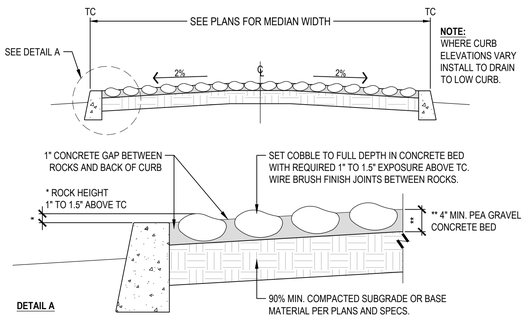
C SHRUB SPACING
SCALE: NTS — PLAN VIEW



1. MULCH IN PLANTING AREA (SEE PLANTING NOTES, THIS SHEET) (SEE SPECS - PROVIDE 3" IN ALL OTHER AREAS BEYOND FLATS AND CUTTINGS)
2. FINISH GRADE
3. PLANTING HOLE
4. PLANTING BACKFILL (SEE SPECS)

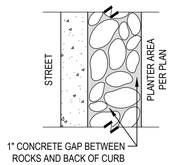


D GROUNDCOVER PLANTING
SCALE: NTS — PLAN VIEW / SECTION



NOTE:
WHERE CURB ELEVATIONS VARY INSTALL TO DRAIN TO LOW CURB.

DETAIL A



1. ROCK SIZES UNLESS OTHERWISE SPECIFIED SHALL BE: COBBLESTONE MAX. 8" TO MIN. 4", NO MORE THAN 50% OF ANY ONE SIZE.
2. A SAMPLE AREA, MIN. 10 SQ. FT. SHALL BE APPROVED BY THE CITY INSPECTOR PRIOR TO PROCEEDING WITH THE REMAINING ROCK WORK.
3. FINAL RESTING POSITION OF ALL ROCKS SHALL BE APPROVED BY THE CITY INSPECTOR.
4. ROCKS SHALL BE SMOOTH, ROUNDED, FREE OF OBJECTIONABLE DISFIGURATIONS AND IRON CONTENT AS APPROVED BY THE CITY INSPECTOR.
5. CONCRETE SHALL BE 2500 PSI PEA GRAVEL PUMP MIX CONCRETE.
6. WIRE BRUSH ALL JOINTS AFTER THE INSTALLATION OF THE COBBLES. AFTER CONCRETE HAS SET, CLEAN THE RESIDUE FROM SURFACES OF COBBLES.
7. NO JOINTS GREATER THAN 1" BETWEEN ROCKS WILL BE ACCEPTABLE. 4" FILLER ROCKS WILL BE ACCEPTED TO MAINTAIN THE 1" JOINT.
8. WHERE ROCK BORDERS PLANTER AREA, PLACE 1" CONCRETE EDGE BETWEEN BACK OF ROCK AND PLANTER.

NOTE:
- DETAIL NOT TO SCALE.
- FOR ILLUSTRATIVE PURPOSES ONLY.
- USE PHOTO EXAMPLE OF COBBLESTONE FOR SIMILAR PATTERN TO BE USED.

E COBBLESTONE INSTALLATION
SCALE: NTS — SECTION / PLAN



COBBLESTONE SPECIFICATIONS

TYPE: ARIZONA COBBLE
SIZE: 4" TO 8"
SUPPLIER: SOUTHWEST BOULDER & STONE (OR EQUAL)
PHONE: 760 - 451 - 3333

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PLANS PREPARED BY:
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P: 714-545-2898 F: 714-545-2878 bgb-inc.com
UNDER THE SUPERVISION OF:

ARTHUR D. GUY CLA 2214 — 08/10/2023 DATE

REGISTERED LANDSCAPE ARCHITECT — ARTHUR D GUY — 2214 — Signature — 08/10/2023 Date — Exp. 2/31/2025 — STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS — ENGINEERING DIVISION

PLANTING DETAILS

PROJECT: ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

APPROVED BY: SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 46 OF 47 DWG. NO. 5-2612

FILE PATH: G:\Penco\artesia median\DRAWINGS\04 construction docs - revised medians\PEN-190101-02 L6 Plant Details PLOTTED ON: 2/29/2024 2:52 PM

PLANTING NOTES:

GENERAL NOTES:

1. TREE SYMBOLS SHOWN ON PLAN SHALL BE CONSIDERED DIAGRAMMATIC. ALL APPLICABLE CITY SPECIFICATIONS AND STANDARDS SHALL BE ADHERED TO AND REVIEWED PRIOR TO PLANTING.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE CONTINUOUS PROTECTION OF ALL PLANT MATERIALS ON-SITE UNTIL TURNOVER.
3. THE PLACEMENT OF ALL TREES, SHRUBS, GROUNDCOVERS AND VINES SHALL BE REVIEWED BY THE ENGINEER PRIOR TO PLANTING. ANY TREE OR SHRUB THAT IS PLANTED WITHOUT PRIOR REVIEW IS SUBJECT TO REMOVAL AND RELOCATION IF DEEMED NECESSARY. ALL PLANT MATERIAL SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY ENGINEER / CITY REPRESENTATIVE.
4. ALL WORK SHALL CONFORM TO APPLICABLE LOCAL CODES.
5. ALL PLANT MATERIAL WITHIN A SPECIES SHALL HAVE SIMILAR SIZE, AND SHALL BE OF A FORM TYPICAL OF THE SPECIES. ANY PLANT DEEMED UNACCEPTABLE BY THE ENGINEER SHALL BE IMMEDIATELY REMOVED FROM THE SITE AND SHALL BE REPLACED WITH AN ACCEPTABLE PLANT OF LIKE TYPE AND SIZE AT THE CONTRACTOR'S EXPENSE. ANY MATERIAL APPEARING TO BE UNHEALTHY, EVEN IF DETERMINED TO STILL BE ALIVE, SHALL NOT BE ACCEPTED. THE ENGINEER SHALL BE SOLE JUDGE AS THE ACCEPTABILITY OF PLANT MATERIAL.
6. FINISH GRADES SHALL BE INSTALLED 3" BELOW HARDSCAPE, CURBS AND UTILITY BOXES.
7. PLANT QUANTITIES SHOWN ON LEGENDS ARE FOR GENERAL INFORMATION. SHOULD ANY DISCREPANCIES BETWEEN THE LEGEND AND SHEET QUANTITIES OCCUR, THE HIGHER NUMBER SHALL SUPERSEDE.
8. CONTRACTOR SHALL LAYOUT ALL PLANTS IN THEIR ORIGINAL CONTAINERS ON SITE FOR APPROVAL OF THE ENGINEER. PLANT PITS MAY ONLY BE DUG AFTER APPROVAL OF PLANT LOCATIONS BY THE ENGINEER. REFER TO SPECIFICATIONS FOR ADDITIONAL INFORMATION.
9. ALL SHRUBS OF ANY SPECIES SHALL ALL BE PURCHASED FROM ONE NURSERY TO AVOID DIFFERING VARIETY MIXES.
10. ALL SHRUBS AND/OR SUCCULENT PLANTS SHALL BE PLANTED NO CLOSER THAN 24" TO THE BACK OF CURBS.
11. THE ROTOTILLING AND SOIL PREPARATION SHALL NOT BE PERFORMED WITHIN 5 FEET OF TRUNKS ON ARTESIA. AREAS TO BE PROTECTED SHALL BE CLEARLY MARKED IN GYPSUM FOR THE APPROVAL OF THE ENGINEER PRIOR TO ROTOTILLING OPERATIONS. ALL ROOTS ONE INCH IN DIAMETER AND LARGER SHALL BE CLEANLY CUT.
12. ALL PLANT PITS SHALL BE HAND-DUG WITHIN ROOT ZONES SPECIFIED ABOVE, AND IN ALL AREAS WHERE ROOT GROWTH IS PREVALENT PER THE ENGINEER. REFER TO SPECIFICATIONS FOR OPERATIONS NEAR EXISTING TREE ROOT ZONES.
13. ALL EXISTING TREES SHALL BE PROTECTED IN PLACE UNLESS MARKED FOR REMOVAL ON PLAN. ANY DAMAGE TO EXISTING TREES MAY REQUIRE REPLACEMENT IN SIMILAR SIZE AND TYPE AS DETERMINED BY THE ENGINEER.
14. ALL UTILITIES SHOWN ARE SCHEMATIC. CONTRACTOR SHALL CONTACT UNDERGROUND ALERT TO LOCATE ALL EXISTING UTILITY LINES.

MULCH NOTE:

1. INSTALL AGUINAGA GREEN 'FOREST FLOOR' 0-2" OR APPROVED EQUAL IN ALL LANDSCAPE AREAS. INSTALL TO A 3" THICKNESS. CONTINUOUSLY MAINTAIN AND REPLACE AS NECESSARY UNTIL ACCEPTANCE. PH: 1 (877) OC - MULCH

ROOT BARRIER NOTE:

1. ALL TREES PLANTED WITHIN 5'-0" OF HARDSCAPE AREAS (I.E., WALLS, SIDEWALKS, BUILDINGS, STRUCTURES, ETC.) SHALL BE PLANTED WITH ROOT BARRIERS. BARRIER SHALL EXTEND A MINIMUM OF 5'-0" ON EACH SIDE OF TRUNK. PROVIDE 18" DEEP ROOT BARRIER ADJACENT TO PAVING. PROVIDE 24" DEEP ROOT BARRIER ADJACENT TO CURB. SEE PLANTING DETAIL SHEET FOR ROOT BARRIER DETAIL.

PLANT INSTALLATION

1. ALL PLANTS SHALL BE VERIFIED BY LANDSCAPE ARCHITECT BY ON-SITE INSPECTION OR THROUGH PHOTOGRAPHS FROM NURSERY PRIOR TO PLANTING. PLANTS MAY BE SUBJECT TO REPLACEMENT BY THE DISCRETION OF THE LANDSCAPE ARCHITECT.
2. PRIOR TO PLANTING, PLANTS SHALL BE LOCATED ABOVE GRADE ON SITE IN THEIR CONTAINERS IN THE LOCATION OF FINAL PLANTING PER THE APPROVED PLANTING PLAN.
3. THE LANDSCAPE ARCHITECT SHALL BE NOTIFIED WITHIN 48 HOURS TO INSPECT THE FINAL LOCATIONS FOR ALL PLANT MATERIAL .

PLANT LEGEND

TREES	BOTANICAL / COMMON NAME	SIZE	QTY	DETAIL
+	EXISTING LAGERSTROEMIA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	EXISTING	9	
•	EXISTING MELALEUCA PROTECT IN PLACE UNLESS OTHERWISE NOTED ON PLAN	EXISTING	13	
□	LAGERSTROEMIA X `MUSKOGEE` / TO MATCH EXISTING (LIGHT LAVENDER - STANDARD)	24" BOX STD	21	A/46 CITY STD DETAIL: ST-11/46
⊖	MELALEUCA QUINQUENERVIA / CAJEPUT TREE (SINGLE TRUNK)	36" BOX	4	A/46 CITY STD DETAIL: ST-11/46

SHRUBS	BOTANICAL / COMMON NAME	SIZE	QTY	DETAIL
AA	AGAVE ATTENUATA / AGAVE	5 GAL	317	B/46 C/46
ARB	ALOE ARBORESCENS / TREE ALOE	15 GAL	80	B/46 C/46
AC	ALOE CAMPERI / ALOE	5 GAL	234	B/46 C/46
⊘	ALOE RUDIKOPPE / LITTLE RED RIDING HOOD ALOE	1 GAL	1,291	B/46 C/46
⊙	ALOE VERA / MEDICINAL ALOE	5 GAL	186	B/46 C/46
BE	ALOE X 'BLUE ELF' / BLUE ELF ALOE	1 GAL	1,070	B/46 C/46
⋔	LOMANDRA LONGIFOLIA `BREEZE` / DWARF MAT RUSH	5 GAL	744	B/46 C/46

GROUND COVERS	BOTANICAL / COMMON NAME	SIZE	SPACING	QTY	DETAIL
	SENECIO SERPENS / BLUE CHALKSTICKS	4" POT	12" o.c.	12,644	D/46

DIGALERT
DIAL TOLL FREE
1-800-422-4133
AT LEAST TWO DAYS
BEFORE YOU DIG
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA

CITY OF GARDENA
INCORPORATED 1930

PLANS PREPARED BY:
BGB | DESIGN GROUP
Landscape Architecture Planning Urban Design
3185 C1 Airway Avenue Costa Mesa, CA 92626
P: 714-545-2898 F: 714-545-2878 bgb-inc.com
UNDER THE SUPERVISION OF:

ARTHUR D. GUY CLA 2214 08/10/2023
ARTHUR D. GUY CLA2214 DATE

REGISTERED LANDSCAPE ARCHITECT
ARTHUR D GUY III
2214
Signature
08/10/2023
Date
Exp. 8/31/2024
STATE OF CALIFORNIA

NO.	REVISIONS	DATE	BY	APP.

CITY OF GARDENA
DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION

PLANTING LEGEND AND NOTES

PROJECT : ARTESIA BLVD. ARTERIAL IMPROVEMENT PROJECT
LIMITS: WESTERN AVE. TO VERMONT AVE. JN 935 PHASE 2

F. B. REF.		
DESIGNED BY	BGB	-
DRAWN BY	NN	-
CHECKED BY	AG	-

APPROVED BY : SEE SHEET 1
SEE SHEET 1 FOR SIGNATURE DATE: FOR DATE
PUBLIC WORKS DIRECTOR / CITY ENGINEER

SHT 47 OF 47 DWG. NO. 5-2612

FILE PATH: G:\Penco\artesia median\DRAWINGS\04 construction docs - revised medians\PEN-190101-02 L6 Plant Details PLOTTED ON: 2/29/2024 2:52 PM

DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

NOTICE OF EXEMPTION

TO: ☐ Office of Planning & Research
1400 Tenth Street
Sacramento, CA 95814

☐ County Clerk / Registrar Recorder
ATTN: Environmental Filings Clerk
12400 East Imperial Highway, Room 1101
Norwalk, CA 90650

Project Title: Artesia Arterial Improvement Project JN 935 Phase 2

Project Location (Specific): Western Avenue to Vermont Ave.
Project Location (City): Gardena **Location (County)**: Los Angeles County
Description of nature, purpose and beneficiaries of project: This project will upgrade the traffic signal system, resurface asphalt pavement, adjust medians, augment irrigation / landscaping and replace broken concrete sidewalk and ADA ramps within project limits.
Name of public agency approving project: City of Gardena

Name of person or agency carrying out project: City of Gardena

Exempt Status: (Check One)

☐ Ministerial: (P.R.C. Sec. 21080[b][1]; Guidelines Sec. 15268)
☐ Declared Emergency: (P.R.C. Sec. 21080[b][3]; Guidelines Sec. 15269[a])
☐ Emergency Project (P.R.C. Sec. 21080[b][4]; Guidelines Sec. 15269[b][c])
x Categorical Exemption: Section 15301 Class 1, Existing Facilities
☐Other: Guidelines Sec. 15061):

Reason why project is exempt: This project consists of minor alteration of existing public facilities and involves negligible or no expansion of use beyond that previously existing.

Contact person: William Mendoza **Telephone**: 310-217-9608

If filed by applicant:
1. Attach certified document of exempting finding.
2. Has a notice of exemption been filed by the public agency approving the project? ☐ Yes ☐ No

Date received for filing:

Clint Osorio Date
Environmental Quality Officer

NOTE: Exempt from Dept. of Fish & Game Wildlife Fee in accordance with de minimis impact finding (735.5[c])

TASHA CERDA, Mayor / RODNEY G. TANAKA, Mayor Pro Tem
MARK E. HENDERSON, Councilmember / PAULETTE C. FRANCIS, Councilmember / WANDA LOVE, Councilmember
MINA SEMENZA, City Clerk / GUY MATO, City Treasurer / CLINT OSORIO, City Manager / CARMEN VASQUEZ, City Attorney

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 16.B
Section: DEPARTMENTAL ITEMS - PUBLIC WORKS
Meeting Date: September 10, 2024

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

AGENDA TITLE: Award Construction Contract for the Pedestrian Safety Improvement FY 2023-2024 Project (Phase 2), JN 527, to Kalban, Inc., in the amount of $199,679, Declare California Environmental Quality Act (CEQA) Exemption under Section 15301, Approve the Project Specifications and Budget Contingency

COUNCIL ACTION REQUIRED:

Staff Recommendation:

- **Award Construction Contract**
- **Declare CEQA Exemption Under Section 15301**
- **Approve the Project Specifications**
- **Approve Expenditures of Remaining Budget as Contingency**

RECOMMENDATION AND STAFF SUMMARY:

The Pedestrian Safety Improvement FY 2023-2024 Project, Phase 2, will upgrade and/or replace damaged curb and gutter, sidewalks, driveways, and trees within the City's Maintenance District, Zone 2. The first phase was the sidewalk trip hazard survey and repair of uplifted sidewalks under two (2) inches in Zone 2, which was completed in July of 2024 by Southern California Precision Concrete, Inc.

The concrete replacement locations for the second phase of the project will follow the inspected Maintenance District, Zone 2, during the first phase, where the uplifted sidewalks are greater than 2 inches and the residential request list. These locations have been identified as deficient and will improve accessibility, safety, and aesthetics. An environmental assessment has been prepared in accordance with the CEQA guidelines. It has been determined that the project is categorically exempt.

The following four (4) bids were received on August 8, 2024:

1.	Kalban, Inc., Santa Clarita	$199,679.00
2.	Rojas Construction, San Pedro	$210,798.00
3.	Aguilar & Calderon, Whittier	$273,150.00

4.	We R Builders, Inc., Glendale	$280,880.00

Kalban, Inc. was the lowest responsive bidder. They are a state licensed contractor with verified successful construction experience in the field with other nearby municipalities and will be required to meet all bonding and financial standards. The Tentative construction start date is November 2024 with an anticipated project completion in December 2024.

Staff respectfully recommends the City Council award the construction contract for Pedestrian Safety Improvement FY 2023-2024 Project (Phase 2), JN 527, to Kalban, Inc. in the amount of $199,679.00, and additionally:

a. Declare this project to be categorically exempt under the CEQA, Class 1, Section 15301 (d), as rehabilitation of existing facilities.
b. Approve the project specifications.
c. Approve expenditures of remaining budget, $67,249.00 (34%), as a contingency.

FINANCIAL IMPACT/COST:

Source of Funds:

FY 2024-2025 Budget (Measure M)	$266,928.00

Estimated Expenditures:

Construction Contract Award	$199,679.00
34% Construction Management & Inspection and Construction Contingency	$67,249.00
Total	$266,928.00

ATTACHMENTS:

JN 527 Specs_Signed.pdf
JN 527_CEQA_NOE.pdf
JN 527_District 2 Map.pdf

APPROVED:



_____

Clint Osorio, City Manager

CITY OF GARDENA

CONTRACT DOCUMENTS AND SPECIFICATIONS

FOR

PEDESTRIAN SAFETY IMPROVEMENT 2023/2024 (AT VARIOUS LOCATIONS)

JN 527

JULY 2024

CITY OF GARDENA

CONTRACT DOCUMENTS AND SPECIFICATIONS

FOR

PEDESTRIAN SAFETY IMPROVEMENT 2023/2024 (AT VARIOUS LOCATIONS)

JN 527

Plans & Specifications prepared by:



Memoranda:

Plans and specifications are available at Planwell Administrator, 562.436.9761 or https://www.e-arc.com/location/costa-mesa/ (Go to Planrooms/Order From Planwell/Public Planroom and select City of Gardena under pulldown menu)

Bid Results: https://www.cityofgardena.org/public-contracts/

City of Gardena Public Works Engineering Division: 310.217.9568

CITY OF GARDENA
NOTICE INVITING BIDS
for
PEDESTRIAN SAFETY IMPROVEMENT 2023/2024 VARIOUS LOCATIONS
PROJECT NO. JN 527

Plans and Specifications are available through ARC Document Solutions. Please be advised that there is an additional charge for delivery. Upon payment of the purchase price, they become the property of the purchaser and may not be returned for refund.

You may access the plans through the following website under Public Planroom:

https://www.e-arc.com/location/costa-mesa/
(Scroll down to "Planrooms"/"Order From PlanWell"/"Public Planroom" and select City of Gardena under the "in all company" pulldown menu)
or
https://customer.e-arc.com/arcEOC/Secures/PWELL_PrivateList.aspx?PrjType=pub

For help accessing and ordering, please contact a Planwell Administrator at 562.436.9761.

Notice is hereby given that the City of Gardena will receive sealed bids at the office of the City Clerk, City Hall, 1700 W. 162nd Street, Gardena, California, until **2:00 PM** on **August 8th, 2024,** and shortly thereafter on this same day, they will be publicly opened and read in the City Clerk's Office in-person and via ZOOM.

The information to join the bid opening via ZOOM is the following:

Topic: Bid Opening
Time: 2:00 PM on August 8, 2024 (Shortly thereafter the deadline)
Join ZOOM Meeting

https://us02web.zoom.us/j/88066880607
Meeting ID: 880 6688 0607
Dial by phone: +1 669 444 9171 US

Should you have any questions or concern in delivering a bid or joining the ZOOM Meeting, please contact City Clerk's office at (310) 217-9565 or via email at cityclerk@cityofgardena.org.

All bids must be in writing, must be sealed, and must be plainly marked on the outside: **"BID ON PROJECT NO. JN 527.** Any bid received after the hour stated above for any reason whatsoever, will not be considered for any purpose but will be returned unopened to the bidder.

Bids are required for the entire work as described below:
Removal and replacement of curbs, gutters, sidewalks, trees, driveways, PCC pavement, etc.

ENGINEER'S ESTIMATE: $221,000.00

The time of completion of contract shall be **30 working days** as defined in the latest Standard Specifications for Public Works ("Greenbook"). Liquidated Damages, as defined in Section 6-9, shall be **$500.00 per each consecutive calendar day**.

Each bidder must submit a proposal to the City, c/o City Clerk in accordance with the Plans and Specifications. Said proposal is to be accompanied by a cash deposit, a certified or cashier's check, or a bidder's bond, made payable to the City of Gardena, in an amount not less than 10 percent of the total bid submitted.

The envelope enclosing the proposal shall be sealed and addressed to the City of Gardena c/o City Clerk, and delivered or mailed to the City at 1700 W. 162nd Street, Gardena, California 90247-3778. The envelope shall be plainly marked in the upper left-hand corner as follows:

ATTENTION: CITY, c/o CITY CLERK
(Bidder's Name and Address) _____

(Number and title of this project) _____

The successful bidder will be required to furnish a faithful performance bond in the amount of 100 percent of the contract price, and a payment bond in the amount of 100 percent of the contract price, both in a form satisfactory to the City Attorney.

The contractor shall have an active **Class "A" or "C-8"** license from the Contractor's State License Board at the time of submitting bid.

Pursuant to Public Contract Code Section 22300, the Contractor may, at Contractor's sole cost and expense, substitute securities equivalent to any monies withheld by the City to insured performance under the contract unless applicable federal regulations or policies do not allow such substitution. Such security shall be deposited with the City, or a state or federally chartered bank as escrow agent, who shall pay such monies to the Contractor upon satisfactory completion of the Contract. The Contractor shall be the beneficial owner of any security substituted for monies withheld and shall receive any accrued interest thereon. Securities eligible for investment shall include those listed in Government Code Section 16430 or bank or savings and loan certificates of deposit. No such substitution shall be accepted until the escrow agreement, letter of credit, form of security and any other document related to said substitution is reviewed and found acceptable by the City Attorney.

The City reserves the right to reject any or all bids and to waive any informality or irregularity in any bid received and to be the sole judge of the merits of the respective bids received. The award, if made, will be made to the lowest responsive responsible bidder.

Bidders are advised that this Project is a public work for purposes of the California Labor Code, which requires payment of prevailing wages. Accordingly, the bidder awarded the Contract and all subcontractors shall be required to pay not less than the prevailing rate of per diem wages, as determined by the Director of the California Department of Industrial Relations, and otherwise comply with the provisions of Section 1770 et seq. of the California Labor Code, California Code of Regulations, Title 8, Section 16000 et seq., and any other applicable laws, rules and regulations adopted with respect thereto ("California Prevailing Wage Laws").

Attention is directed to the provisions of Sections 1777.5 and 1777.6 of the Labor Code concerning the employment of apprentices by Contractor or any Subcontractor under it. Contractor and any Subcontractor under if shall comply with the requirements of said sections in the employment of apprentices.

The Contractor is prohibited from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to Section 1777.1 or 1777.7 of the Labor Code.
This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. All contractors and subcontractors must furnish electronic certified payroll records directly to the Labor Commissioner (aka Division of Labor Standards Enforcement) in a format prescribed by the Labor Commissioner no less than monthly.

As of **January 1, 2016**, the requirement to furnish electronic certified payroll records to the Labor Commissioner will apply to all public works projects, whether new or ongoing. City may require a copy of the electronic certified payroll records submitted to the DIR at anytime.

Exceptions: The Labor Commissioner may (but is not required to) excuse contractors and subcontractors from furnishing electronic certified payroll records to the Labor Commissioner on a project that is under the jurisdiction of one of the four legacy DIR-approved labor compliance programs (Caltrans, City of Los Angeles, Los Angeles Unified School District, and County of Sacramento) or that is covered by a qualifying project labor agreement.

These requirements will apply to all public works projects that are subject to the prevailing wage requirements of the Labor Code without regard to funding source.

The State General Prevailing Wage Determination is as established by the California Department of Industrial Relations (available at http://www.dir.ca.gov/DLSR/PWD/index.htm).

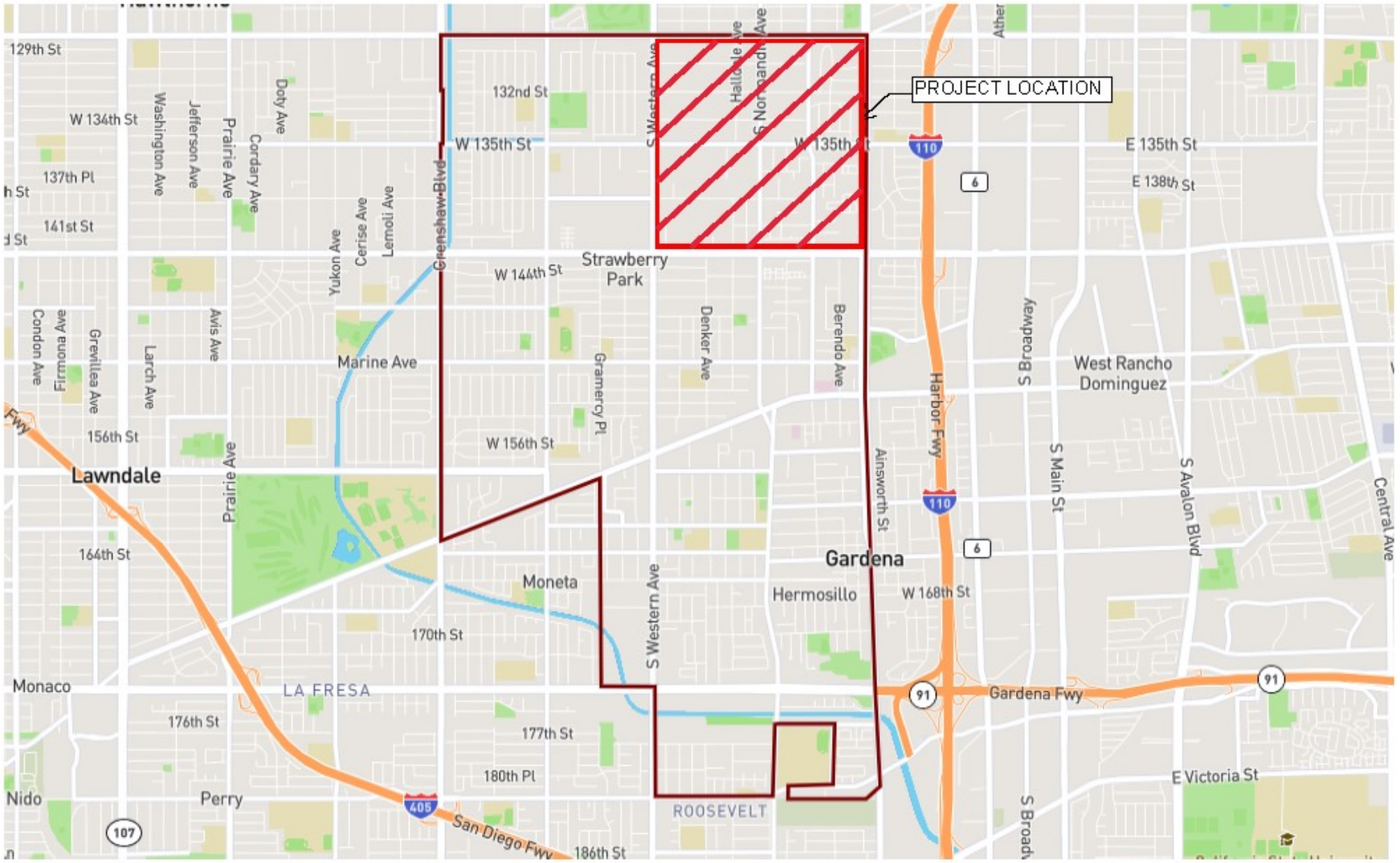
Skilled and Trained Workforce: This project is subject to Skilled and Trained Workforce Requirements per Sections 2600 through 2603 of the Public Contract Code.

Award of Contract: The following are conditions to the award of the contract:

I. Each contractor and subcontractor listed on the bid must be registered with the Department of Industrial Relations pursuant to Labor Code Section 1725.5. subject to the limited exceptions set forth in Labor Code Section 1771.1(a) (regarding the submission of a bid as authorized by Business & Professions Code Section 7029.1 or Public Contract Code Section 10164 or 20103.5 provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract was awarded): and
II. No contractor or subcontractor may be awarded this contract unless the contractor and each subcontractor listed on the bid is registered with the Department of Industrial Relations pursuant to Section 17265.5.

Any questions regarding this bid package may be referred to Matthew Au, Public Works Engineering Division at 310.217.9529.

PEDESTRIAN SAFETY IMPROVEMENT PROJECT VARIOUS LOCATIONS, JN 527



1" = 4004 ft	PROJECT LOCATION MAP	05/13/2024	

This map may represents a visual display of related geographic information. Data provided here on is not guarantee of actual field conditions. To be sure of complete accuracy, please contact the responsible staff for most up-to-date information.

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INSTRUCTIONS TO BIDDERS

FORM OF PROPOSAL

The Proposal shall be fully executed and submitted on the forms in the project specifications and shall be enclosed in a sealed envelope marked and addressed as directed in the Notice Inviting Bids.

PRPOSAL / BID DOCUMENTS

All Proposals shall include the following executed documents to be submitted with each bid:

Bidding Schedule

Acknowledgement of Addenda Received

Bidder's Declaration

Non-Collusion Affidavit

Declaration of Eligibility of Contract

Bid Bond

Designation of Subcontractors

Construction Project Reference

Certificate of Non-Discrimination by Contractors

Certification of Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Primary Covered Transitions

DELIVERY OF PROPOSAL

The Proposal shall be delivered by the time and to the place stipulated in the Notice Inviting Bids. It is the bidder's sole responsibility to see that its Proposal is received as stipulated. Any Proposal received after the scheduled closing time for receipt of proposals will be returned to the bidder unopened.

WITHDRAWAL OF PROPOSAL

The Proposal may be withdrawn by the bidder by means of a written request, signed by the bidder or its properly authorized representative. Such written request must be delivered to the place stipulated in the Notice Inviting Bids for receipt of proposals prior to the scheduled closing

time for receipt of proposals. No Proposal may be withdrawn after the hour fixed for opening bids.

MODIFICATIONS AND ALTERNATIVE PROPOSALS

Unauthorized conditions, limitations, or provisions attached to the Proposal will render it informal and may be grounds for its rejection as non-responsive. The completed Proposal forms shall be without interlineations, alterations, or erasures. Alternative proposals will not be considered unless specifically requested. Oral, telegraphic, or telephonic proposals or modifications will not be considered.

DISCREPANCIES IN PROPOSALS

In the event there is more than one bid item in a Bidding Schedule, the bidder shall furnish a price for all bid items in the Schedule, and failure to do so will render the Proposal informal and may be grounds for its rejection as non-responsive. The bidder shall state in words and figures the unit prices or the specific sums as the case may be, for which it proposes to supply the labor, materials, supplies, or machinery, and completely perform the Contract. The total amount of each item bid and the total amount of the bid shall be stated in words and figures.

In case of any discrepancy between the words and the figures, the words shall prevail. If the unit price and the total amount named by a bidder for any items are not in agreement, the unit price alone will be considered as representing the bidder's intention and the total will be corrected to conform thereto.

PROPOSAL GUARANTEE – BIDDER'S SECURITY

Each bidder shall submit with his Proposal cash, an unconditional certified or cashier's check, or a bidder's bond, in the sum of the percentage of the bid stated in the Notice Inviting Bids, payable to the City as a guarantee that the bidder will, if its Proposal is accepted, execute the Contract and furnish a satisfactory Faithful Performance Bond, a satisfactory Payment Bond and insurance certificates as specified herein.

If a bidder to whom an award is made, fails or refuses to sign the Contract or furnish the required bonds and certificates, all within the time stated in Section 2-1.5 of the Special Provisions herein, the funds represented by said cash, check or bidder's bond shall be forfeited and become and remain the property of the City; the amount thereof being agreed to by the bidder and the surety as a bid bond forfeiture due to the City because of the delay in the execution of the Contract and in the performance of work thereunder, resulting from such failure or refusal, except that if the City awards the contract to the next lowest responsive responsible bidder, only that portion of the bidder's security equal to the difference between the two bids will be forfeited.

A Bid Bond must be obtained from a corporate surety authorized to do business as such in the State of California as an "admitted surety insurer" and shall be on the form furnished by the City or one substantially in conformance with it. Certified or cashier's checks must be drawn on a solvent state or nationally chartered bank or branch thereof in the State of California. The liability of the City in connection with the checks shall be limited to the return of the checks (without interest) as provided in Section 2-1.6 of the Special Provisions bound herein.

DISQUALIFICATION OF BIDDERS

A person, firm, or corporation shall NOT be allowed to make or file, or to be interested in, more than one bid, except an alternative bid when specifically requested; provided, however, a person, firm, or corporation who has submitted a sub-proposal to a bidder submitting a Proposal, or who has quoted prices on materials to such bidders, is not thereby disqualified from submitting a sub-proposal or from quoting prices to other bidders submitting proposals, or from submitting a Proposal as a prime contractor. Similarly, failure to comply with the registration requirements of Labor Code Section 1725.5, as further described in the Notice Inviting Bids, will disqualify a bidder.

ADDITIONAL REQUIREMENTS

The bidder's attention is directed to the Special Provisions and Technical Provisions bound herein for additional requirements of the Proposal and Contract Documents.

CONTRACT DOCUMENTS

Contract Documents are to be submitted within twenty-one (21) calendar days AFTER award of contract unless extended by agreement of the City. Failure to timely submit executed Contract Documents may be grounds for rejecting the bid award and forfeiture of the bid security. See enclosed documents commencing on page CD-1.

BID PROPOSAL (BP)

PEDESTRIAN SAFETY IMPROVEMENT 2023/2024 (AT VARIOUS LOCATIONS)

PROJECT NO. JN 527

Contractor: _____

Address: _____

Phone: _____

Fax: _____

License No.: _____

D.I.R. No. _____

Email: _____

To Be Submitted

WITH

Bid Package

BID PROPOSAL

PROJECT NO. JN 527

BID SCHEDULE

The undersigned, having examined the proposed Contract Documents titled:

PEDESTRIAN SAFETY IMPROVEMENT 2023/2024

and having visited the site and examined the conditions affecting the work, hereby proposes and agrees to furnish all labor, materials, equipment, and appliances, and to perform operations necessary to complete the work as required by said proposed Contract Documents and itemized bid schedule below. All work shall be completed within **Thirty (30) Working Days** from the date the Notice of Proceed is issued by the Engineer.

Item No.	Item Description	Unit	Approx. Quantity	Unit Price in Figures	Item Total
1.	Furnish and Install P.C.C. Curb and Gutter over new C.A.B. per Dwg. ST-7	LF	42	$	$
2.	Furnish and Install P.C.C. sidewalk over existing re-compacted material per Std. Dwg. ST-5A & ST-5B	SF	6152	$	$
3.	Remove and dispose of existing tree, stump and roots	EA	6	$	$
4.	Furnish and plant new trees per Dwg. ST-11 (Australian & Desert Willow)	EA	6	$	$
5.	Furnish and Install 6” P.C.C. Residential Driveway per Dwg. ST-2	SF	747	$	$
6.	Furnish and Install 6” P.C.C. Commercial Driveway per Dwg. ST-1A or ST-1B	SF	200	$	$

BID SCHEDULE (Continued)

TOTAL CONTRACT BID:

(Figures) $ _____

(Words) _____

*** In case of error in extension of price into the total price column, the unit price will govern.**

All work required and shown on the construction plans and this specification for which no price or item is listed on this proposal, it shall be understood that such work, equipment, labor, tools and materials shall be provided without extra charge, allowance or direct payment of any kind. Payment for performing such work or furnishing such equipment, labor, tools and materials shall be included in the above lump sum or unit bid prices and no additional compensation will paid therefor.

If the City determines that any of the unit bid prices are significantly unbalanced to the potential detriment of the City, the bid will be replaced as non-responsive.

In case of any discrepancy between the words and the figures, the words shall prevail. If the unit price and the total amount for any item are not in agreement, the unit price alone shall be considered to represent the bidder's intention and all totals will be corrected to conform thereto.

Attached hereto is cash, a certified check, a cashier's check, or a bidder's bond in the amount of _____ Dollars, said amount being not less than 10 percent of the amount bid. Pursuant to Public Contract Code Sections 20172 and 20174, it is agreed a portion equal to the difference between the low bid and second low bid shall be retained as a bid bond forfeiture by the City if the undersigned fails or refuses to execute the Contract and furnish the required bonds and certificates of insurance within the time provided.

_____
Name of Bidder

_____
Signature of Bidder

BID PROPSOAL

PROJECT NO. JN 527

ACKNOWLEDGEMENT OF ADDENDA RECEIVED

The Bidder shall acknowledge the receipt of addenda by number and date each addendum received.

Addendum No. ____ Date _____ Addendum No. ____ Date _____

Addendum No. ____ Date _____ Addendum No. ____ Date _____

Addendum No. ____ Date _____ Addendum No. ____ Date _____

Addenda will be issued only through the ARC Document Solutions and access under their "Planrooms"/"Order From Planwell" (https://www.e-arc.com/location/costa-mesa/). It is the Bidder's sole responsibility to visit the Planroom to obtain and administer any Addendum related to this bid. **An Addendum must be acknowledged above by a bidder in its submitted form of Proposal.**

If an addendum or addenda has been issued by the City and not noted above as being received by the Bidder, the Bid Proposal may be rejected.

_____ _____

Bidder's Signature Date

BID PROPOSAL

PROJECT NO. JN 527

BIDDER'S DECLARATION

It is understood and agreed that:

1. The undersigned has carefully examined all documents which will form a part of the Contract; namely, the Notice Inviting Bids, the Instructions to Bidders, this Proposal, the Bid Bond, the Contract, the Faithful Performance Bond, the Payment Bond, the federal requirements, if any, the Plans and Specifications, the Special Provisions, and the Technical Provisions.

2. The undersigned has, by investigation at the site of the work and otherwise, satisfied himself as to the nature and location of the work and fully informed himself as to all conditions and matters, which can in any way affect the work or the cost thereof.

3. The undersigned fully understands the scope of work and has checked carefully all words and figures inserted in this Proposal and he further understands that the City will not be responsible for any errors or omissions in the preparation of the Proposal.

4. The undersigned agrees and acknowledges that he is aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and that the undersigned will comply with such provisions before commencing the performance of the Contract if it is awarded to the undersigned.

The undersigned will execute the Contract and furnish the required statutory bonds and certificates of insurance within the period of time specified in the Contract Documents.

The undersigned will begin work after award of Contract and a Notice to Proceed has been given as herein specified and will complete said work within the time specified in the Bidding Schedule.

5. The undersigned certifies that this Proposal is genuine and not sham or collusive, or made in the interest or on behalf of a person not herein named, and the undersigned has not directly or indirectly induced or solicited any other bidder to put in a sham bid nor induced any other person, firm, or corporation to refrain from bidding. The undersigned has not in any manner sought by collusion to secure for himself any advantage over any other bidder.

6. The undersigned will accept an award and enter into a Contract for all work scheduled herein on which he puts in a bid. The awards for such work are to be entirely at the discretion of the City after evaluation of the bids as submitted. The undersigned agrees that the City shall recover or retain as a bid bond forfeiture an amount equal to the difference between the low bid and amount of the bid of the bidder with whom the City enters into a Contract, and the surplus, if any, shall be returned to the lowest bidder in accordance with the provisions of the Public Contract Code Sections 20172 and 20174 in the event of his failure to execute a Contract and furnish required bonds and insurance therefor within the time provided.

BIDDER'S DECLARATION (Continued)

7. The undersigned bidder stated under penalty of perjury that the representations made in submitting this bid are, to the best of his/her knowledge, true, accurate, and complete.

Respectfully submitted,

Contractor's Business Name	Contractor (Print) Title
Business Address: Street	Signature Title
City State Zip	Contractor's License No. and Classification
Business Phone Number	Business Fax Number
Date	
Name Title	Residence: Street
City State Zip	Residence Phone Number

Note: If the bid is made by an individual, it must be signed with the full name of the bidder, whose address must be given: if it is made by a firm, it must be signed in the co-partnership's name by a general partner thereof, who shall also sign his or her own name, and the name and full address of each partner (general and/or limited) must be given; and if it is made by a corporation, it must be signed by a properly authorized officer, the corporate name shall be set forth, and the corporate seal shall be affixed.

BID PROPOSAL

PROJECT NO. JN 527

NON-COLLUSION AFFIDAVIT

(To be executed by Bidder and submitted with Bid)

State of California

County of Los Angeles

_____ being first duly sworn, deposes and says that he or she is _____ of _____ _____ the party making the foregoing bid, that the bid is not made in the interest of, or on the behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay fee to any corporation, or agent thereof to effectuate a collusive or sham bid.

_____
NAME OF BIDDER

_____
SIGNATURE OF BIDDER

_____
ADDRESS OF BIDDER

_____
CITY STATE ZIP

ALL SIGNATURES MUST BE WITNESSED BY NOTARY
(attach appropriate jurats)

BID PROPOSAL

PROJECT NO. JN 527

DECLARATION OF ELIGIBILITY TO CONTRACT

[Labor Code Section 1777.1; Public Contract Code Section 6109]

The undersigned, a duly authorized representative of the contractor, certifies and declares that:

1. The undersigned contractor is aware of Sections 1777.1 and 1777.7 of the California Labor Code, which prohibit a contractor or subcontractor who has been found by the Labor Commissioner or the Director of Industrial Relations to be in violation of certain provisions of the Labor Code, from bidding on, being awarded, or performing work as a subcontractor on a public works project for specified periods of time.

2. The undersigned contractor is not ineligible to bid on, be awarded or perform work as a subcontractor on a public works project by virtue of Sections 1771.1 or 1777.7 of the California Labor Code or any other provision of law.

3. The undersigned contractor is aware of California Public Contract Code Section 6109, which states:

> "(a) A public entity, as defined in Section 1100 [of the Public Contract Code], may not permit a contractor or subcontractor who is ineligible to bid or work on, or be awarded, a public works project pursuant to Section 1777.1 or 1777.7 of the Labor Code to bid on, be awarded, or perform work as a subcontractor on, a public works project. Every public works project shall contain a provision prohibiting a contractor from performing work on a public works project with a subcontractor who is ineligible to perform work on the public works project pursuant to Section 1771.1 or 1777.7 of the Labor Code."
>
> "(b) Any contract on a public works project entered into between a contractor and a debarred subcontractor is void as a matter of law. A debarred subcontractor may not receive any public money for performing work as a subcontractor on a public works contract, and any public money that may have been paid to a debarred subcontractor by a contractor on the project shall be returned to the awarding body. The contractor shall be responsible for the payment of wages to workers of a debarred subcontractor who has been allowed to work on the project."

4. The undersigned contractor has investigated the eligibility of each and every subcontractor the undersigned contractor intends to use on this public works project, and has determined that none of them are ineligible to perform work as a subcontractor on a public works project by virtue of the foregoing provisions of the Public Contract Code, Sections 1771.1 or 1777.7 of the Labor Code, or any other provision of law.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Executed this _____ day of _____, 20___, at _____ _____ *(place of execution)*, California_____.

Signature: _____ Name: _____

Title: _____ Company: _____

BID PROPOSAL

PROJECT NO. JN 527

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

THAT _____, as Principal, and _____, as Surety, are held firmly bound unto the City of Gardena in the sum of $_____; _____DOLLARS,
(not less than ten percent of total amount of bid)
for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, said Principal has submitted a bid to the City to perform all work required under the following:

PROJECT: **PEDESTRIAN SAFETY IMPROVEMENT 2023/2024 VARIOUS LOCATION, JN 527**

NOW, THEREFORE, if said Principal is awarded a Contract by the City and, within the time and in the manner required in the Specifications for said project, enters into the written form of Contract bound with said Specifications and furnishes the required bonds, one to guarantee faithful performance and the other to guarantee payment for labor and materials, then this obligation shall be null and void, otherwise it shall remain in full force and effect. In the event suit is brought upon this bond by the City and judgment is recovered, said Surety shall pay all costs incurred by the City in such suit, including a reasonable attorneys' fee to be fixed by the court. Surety hereby waives the provisions of California Civil Code §2845.

SIGNED AND SEALED, this_day of _____, 20_____.

_____(SEAL) _____(SEAL)
Principal Surety

BY:_____ BY:_____
Signature Signature

Note: This bond must be dated, all signatures must be notarized, and evidence of the authority of any person signing as attorney–in-fact must be attached.

BID PROPOSAL

PROJECT NO. JN 527

DESIGNATION OF SUBCONTRACTORS

In compliance with the "Subletting and Subcontracting Fair Practices Act" being Sections 4100-4113 of the Public Contract Code of the State of California, and any amendments thereto, each bidder shall set forth below the name and location of the place of business of each subcontractor who will perform work or labor or render service to the prime contractor in or about the construction of the work or improvement in an amount in excess of one-half (1/2) of one percent (1%) of the prime contractor's total bid, and shall further set forth the portion of the work which will be done by each subcontractor. Only one subcontractor for each such portion shall be listed.

If the contractor fails to specify a subcontractor for any portion of the work to be performed under the contract, he shall be deemed to have agreed to perform such portion himself, and he shall not be permitted to subcontract that portion of the work except under the conditions hereinafter set forth.

Subletting or subcontracting of any portion of the work to which subcontractor was designated in the original bid shall only be permitted in cases of public emergency or necessity, and then only after a finding reduced to writing as a public record of the legislative body of the City.

Portion of Work %	Subcontractor's Name & Address	Type of Work	State License Number	Class	D.I.R. Number

Not more than _____%.

BID PROPOSAL

PROJECT NO. JN 527

CONSTRUCTION PROJECT REFERENCE

In order to more fully evaluate your background and experience for the project herein proposed, please submit a list of Public Works and/or similar construction projects completed or in progress within the last three (3) years. Failure to provide this information may constitute grounds for rejection of your bid as non-responsive.

Number of years as a contractor in construction work of this type: _____

Three projects of this type recently completed:

1. Name (Firm/Agency): _____
   Address: _____
   Contact Person: _____ Telephone No.: _____
   Title of Project: _____
   Project Location: _____
   Date of Completion: _____ Contract Amount: $ _____

2. Name (Firm/Agency): _____
   Address: _____
   Contact Person: _____ Telephone No.: _____
   Title of Project: _____
   Project Location: _____
   Date of Completion: _____ Contract Amount: $ _____

3. Name (Firm/Agency): _____
   Address: _____
   Contact Person: _____ Telephone No.: _____
   Title of Project: _____
   Project Location: _____
   Date of Completion: _____ Contract Amount: $ _____

NOTE: If requested by the City, the bidder shall furnish a certified financial statement, references, and other information sufficiently comprehensive to permit an appraisal of his current financial condition.

Bidder's Signature _____

BID PROPOSAL

PROJECT NO. JN 527

CERTIFICATE OF NON-DISCRIMINATION BY CONTRACTORS

As suppliers of goods or services to the City, the firm listed below certifies that it does not discriminate in its employment with regard to race, color, religion, sex, or national origin; that it is in compliance with all applicable federal, state, and local directives, and executive orders regarding non-discrimination in employment; and that it agrees to pursue positively and aggressively the principle of equal opportunity in employment.

We agree specifically:

1. To establish or observe employment policies which affirmatively promote opportunities for minority persons at all job levels.

2. To communicate this policy to all persons concerned, including all company employees, outside recruiting services, especially those serving minority communities, and to the minority communities at large.

3. To take affirmative steps to hire minority employees within the company.

FIRM_____

TITLE OF PERSON SIGNING_____

SIGNATURE_____

DATE_____

Please include any additional information available regarding equal opportunity employment programs now in effect within your company:

_____

_____

_____

_____

_____

_____

BID PROPOSAL

PROJECT NO. JN 527

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – PRIMARY COVERED TRANSACTIONS

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE)

The Contractor shall not perform Work with any Subcontractor that has been debarred or suspended pursuant to California Labor Code Section 1777.1 or any other federal or State law providing for the debarment of contractors from public works. The Contractor and Subcontractors shall not be debarred or suspended throughout the duration of the Contract pursuant to Labor Code Section 1777.1 or any other federal or State law providing for the debarment of contractors from public works. If the Contractor or any Subcontractor becomes debarred or suspended during the duration of the Project, the Contractor shall immediately notify the City.

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

    a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

    b. Have not within a 5-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;

    c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph 1b of this certification; and

    d. Have not within a 5-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signature: _____ Name: _____

Title: _____ Company: _____

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – PRIMARY COVERED TRANSACTIONS (Continued)

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is submitted for assistance in obtaining a copy of those regulations (13 CFR Part 145).
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

CONTRACT DOCUMENTS (CD)

PEDESTRIAN SAFETY IMPROVEMENT 2023/2024
(AT VARIOUS LOCATIONS)

PROJECT NO. JN 527

To be Submitted
within twenty-one (21) calendar days

AFTER
Award of Contract

CONTRACT DOCUMENT

PROJECT NO. JN 527

AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 20_____, by and between CITY OF GARDENA in the State of California, hereinafter referred to as "CITY" and_____, hereinafter referred to as "CONTRACTOR."

The City and the Contractor mutually agree as follows:

ARTICLE I.

THE PROJECT

For and in consideration of the mutual promises set forth herein, Contractor agrees to perform and complete in a good and workmanlike manner all work required by the Contract Documents for City Project No. JN 527, which is described as follows:

Title: PEDESTRIAN SAFETY IMPROVEMENT 2023/2024 VARIOUS LOCATIONS, JN 527

Said work shall be performed in accordance with the Plans, Specifications and other Contract Documents, all of which are referenced in Article III hereof and incorporated herein as though fully set forth. Contractor shall furnish at its own expense all labor, materials, equipment and services necessary therefor, except such labor, materials, equipment and services as are provided in the Contract Documents to be furnished by City.

This project is subject to Skilled and Trained Workforce Requirements per Sections 2600 through 2603 of the Public Contract Code.

ARTICLE II.

CONTRACT SUM AND PAYMENT

For performing and completing the work in accordance with the Contract Documents, City shall pay Contractor, in full compensation therefor, the contract sum set forth in the Bidding Schedule. Said sum shall constitute payment in full for all work performed hereunder, including, without limitation, all labor, materials, equipment, tools and services used or incorporated in the work, supervision, administration, overhead, expenses and any and all other things required, furnished or incurred for completion of the work as specified in the Contract Documents. City shall make payments to Contractor on account of the contract sum at the time, in the manner, and upon the conditions specified in the Contract Documents.

ARTICLE III.

CONTRACT DOCUMENTS

The Contract Documents, which constitute the entire agreement between the City and the Contractor, are enumerated as follows: Proposal Documents, including the Notice Inviting Bids, Instructions to Bidders, Bidding Schedule, Bidder's Declaration, Designation of Subcontractors, Bidder's Assurance, and Fair Employment Practices documents; this Agreement; Standard Specifications; Special Provisions; Technical Provisions; Drawings; Plans; and all addenda issued prior to and all modifications issued after the execution of this Agreement. These form the Contract, and all are as fully a part of the Contract as if attached to this Agreement or repeated herein.

ARTICLE IV.

EFFECTIVE DATE

This Agreement shall become effective and commence as of the date set forth below on which the last of the parties, whether City or Contractor, executes said Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and attested by their proper officers thereunto duly authorized.

CITY

By:_____
MAYOR (Sign)

Date: _____

SEAL

Attest:
By: _____
CITY CLERK (Sign)

Date:_____

CONTRACTOR

By:_____
Sign / Title

Date: _____

Attest: (Contractor)

By:_____
Sign / Title

Date: _____

APPROVED AS TO FORM:

By:_____
CITY ATTORNEY (Sign)

Date:_____

CONTRACT DOCUMENT

PROJECT NO. JN 527

FAITHFUL PERFORMANCE BOND

WHEREAS, the City of Gardena has awarded to _____, hereinafter designated as the "Principal", a Contract for:

PROJECT: PEDESTRIAN SAFETY IMPROVEMENT 2023/2024, (AT VARIOUS LOCATIONS), JN 527

WHEREAS, said Principal is required under the terms of said Contract to furnish a bond for the faithful performance of said Contract;

NOW, THEREFORE, we,_____
as Principal, and_____
as Surety, are held and firmly bound unto the City in the sum of_____
_____
Dollars ($_____), this amount being not less than one hundred percent (100%) of the total Contract price, lawful money of the United States of America, for payment of which sum well and truly to be made we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents. In case suit is brought upon this bond, the Surety will pay all court costs and reasonable attorneys' fees to the City of Gardena in an amount to be fixed by the court.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the hereby bounded Principal, his or its heirs, executors, administrators, successors, or assigns, shall in all things stand to and abide by, well and truly keep and perform all the undertakings, terms, covenants, conditions and agreements in the said Contract and any alteration thereof, made as therein provided, all within the time and in the manner therein designated and in all respects according to their true intent and meaning, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

FURTHER, the Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, addition, or modification to the terms of the Contract, or of the work to be performed thereunder, or the specifications for the same, shall in any way affect its obligations under this bond, and it does hereby waive notice of any such change, extension of time, alteration, addition, or modification to the terms of the Contract or to the work or to the specifications thereunder. Surety hereby waives the provisions of California Civil Code §§ 2845 and 2849. The City is the principal beneficiary of this bond and has all rights of a party hereto.

This bond shall remain in full force and effect for a warranty period of one full year after acceptance of the job by the City.

IN WITNESS WHEREOF, three (3) identical counterparts of this instrument, each of which shall for all purposes be deemed an original thereof, have been duly executed by the Principal and

Surety named herein, on the_____ day of_____, 20___, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative pursuant to authority of its governing body.

[PRINCIPAL]

By _____

Title _____

_____

Signature

[SURETY]

By _____

Title _____

Address _____

_____

Phone No. _____

_____

Signature

All signatures must be notarized.

Appropriate modifications shall be made to this form if the bond is being furnished for the performance of an act not provided for by agreement.

Corporations must affix corporate seal.

CONTRACT DOCUMENT

PROJECT NO. JN 527

PAYMENT BOND

WHEREAS, the City of Gardena has awarded to _____, as Contractor, a contract for the work described as follows:

PROJECT: **PEDESTRIAN SAFETY IMPROVEMENT 2023/2024 VARIOUS LOCATIONS, JN 527**

AND WHEREAS, said Contractor is required to furnish a bond in connection with said contract, to secure the payment of claims of laborers, mechanics, materialmen and other persons, as provided by law;

NOW, THEREFORE, we, the undersigned Contractor and Surety, are held firmly bound unto the City in the sum of _____, Dollars ($_____) this amount being not less than one hundred percent (100%) of the total Contract price, for which payment well and truly to be made we bind ourselves, our heirs, executors and administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if said Contractor, its heirs, executors, administrators, successors, assigns, or subcontractors shall fail to pay any of the persons named in Civil Code Section 3181, or amounts due under the Unemployment Insurance Code with respect to work or labor performed under the contract, or any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of the Contractor and its subcontractors pursuant to Section 13020 of the Unemployment Insurance Code, or any other amounts due to persons under any applicable project contract or law, with respect to such work and labor, then the Surety or Sureties herein will pay for the same in an amount not exceeding the sum specified in this bond, otherwise the above obligation shall be void. In case suit is brought upon this bond, the said Surety will pay all court costs and reasonable attorneys' fees to the plaintiff(s) and City in an amount to be fixed by the court.

This bond shall inure to the benefit of any of the persons named in Civil Code Section 3181 as to give a right of action to such persons or their assigns in any suit brought upon this bond.

Further, the Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, addition, or modification to the terms of the Contract, or of the work to be performed thereunder, or the specifications for the same, shall in any way affect its obligations under this bond, and it does hereby waive notice of such change, extension of time, alteration, addition, or modification to the terms of the Contract or to the work or to the specifications thereunder. Surety hereby waives the provisions of California Civil Code §§ 2845 and 2849.

This bond shall remain in full force and effect for six full months after the period in which verified claims may be filed as provided for in Section 3184 of the California Civil Code.

IN WITNESS WHEREOF, we have hereunto set our hands and seals on this_____day of _____20_____.

[PRINCIPAL]

By _____

Title _____

_____

Signature

[SURETY]

By _____

Title _____

Address _____

_____

Phone No. _____

_____

Signature

All signatures must be notarized.

Appropriate modifications shall be made to this form if the bond is being furnished for the performance of an act not provided for by agreement.

Corporations must affix corporate seal.

CONTRACT DOCUMENT

PROJECT NO. JN 527

WORKER'S COMPENSATION INSURANCE CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

> I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of the Contract.

DATED:_____

_____
CONTRACTOR

By_____
Signature

_____
Title

ATTEST:

By_____
Signature

_____
Title

CONTRACT DOCUMENT

PROJECT NO. JN 527

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT AND WAIVER OF SUBROGATION AND CONTRIBUTION

PEDESTRIAN SAFETY IMPROVEMENT 2023/2024
VARIOUS LOCATIONS, JN 527

To the fullest extent permitted by law, Indemnitor hereby agrees, at its sole cost and expense, to defend, protect, indemnify, and hold harmless the City of Gardena and its respective elected officials, officers, attorneys, agents, employees, volunteers, successors, and assigns (collectively "Indemnitees") from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, expenses, judgments, penalties, liens, and losses of any nature whatsoever, including fees of accountants, attorneys, or other professionals and all costs associated therewith (collectively "Liabilities"), arising or claimed to arise, directly or indirectly, out of, in connection with, resulting from, or related to any act, failure to act, error, or omission of Indemnitor or any of its officers, agents, servants, employees, subcontractors, materialmen, suppliers or their officers, agents, servants or employees, arising or claimed to arise, directly or indirectly, out of, in connection with, resulting from, or related to the above-referenced contract, agreement, license, or permit (the "Agreement") or the performance or failure to perform any term, provision, covenant, or condition of the Agreement, including this indemnity provision. This indemnity provision is effective regardless of any prior, concurrent, or subsequent active or passive negligence by Indemnitees and shall operate to fully indemnify Indemnitees against any such negligence. This indemnity provision shall survive the termination of the Agreement and is in addition to any other rights or remedies which Indemnitees may have under the law. Payment is not required as a condition precedent to an Indemnitee's right to recover under this indemnity provision, and an entry of judgment against an Indemnitee shall be conclusive in favor of the Indemnitee's right to recover under this indemnity provision. Indemnitor shall pay Indemnitees for any attorney fees and costs incurred in enforcing this indemnification provision. Notwithstanding the foregoing, nothing in this instrument shall be construed to encompass (a) Indemnitees' sole negligence or willful misconduct to the limited extent that the underlying Agreement is subject to Civil Code 2782(a), or (b) the contracting public agency's active negligence to the limited extent that the underlying Agreement is subject to Civil Code 2782(b). This indemnity is effective without reference to the existence or applicability of any insurance coverages which may have been required under the Agreement or any additional insured endorsements which may extend to Indemnitees.

Indemnitor, on behalf of itself and all parties claiming under or through it, hereby waives all rights of subrogation and contribution against the Indemnitees, while acting within the scope of their duties, from all claims, losses and liabilities arising out of or incident to activities or operations performed by or on behalf of the Indemnitor regardless of any prior, concurrent, or subsequent active or passive negligence by the Indemnitees. Accountants, attorneys, or other professionals employed by Indemnitor to defend Indemnitees shall be selected by Indemnitees.

In the event there is more than one person or entity named in the Agreement as an Indemnitor, then all obligations, liabilities, covenants and conditions under this instrument shall be joint and several.

"Indemnitor"

Company/Contractor _____

Name & Title _____

Signature & Date _____

CONTRACT DOCUMENT

PROJECT NO. JN 527

INSURANCE

CERTIFICATION OF INSURANCE (COI) SHALL BE SUBMITTED BY THE CONTRACTOR

1. **COMMENCEMENT OF WORK**. Contractor shall not be authorized to commence Work under this Contract until it has obtained approved insurance. Before beginning Work hereunder, during the entire period of this Contract, for any extensions hereto, and for periods after the end of this Contract as may be indicated below, Contractor must have and maintain in place not less than the insurance coverages required in this Section at his sole cost and expense. Contractor's insurance shall comply with all items specified by this Contract. Any subcontractors shall be subject to all of the requirements of this Section and Contractor shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Contractor's insurance may cover all subcontractors. The insurance requirements are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by Contractor under this Contract.

2. **INSURANCE COMPANY REQUIREMENTS.** All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

3. **COVERAGES, LIMITS AND POLICY REQUIREMENTS**. Contractor shall maintain the types of coverages indicated below:

4. **COMPREHENSIVE GENERAL LIABILITY INSURANCE.** A policy of comprehensive general liability insurance written on a per occurrence basis in an amount not less than either one million dollars ($1,000,000) per occurrence or two million dollars ($2,000,000) aggregate.

5. **COMMERCIAL AUTO LIABILITY INSURANCE**. A policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, ed. 12/93, including Symbol 1 (any auto) with no special limitations affecting City. The minimum auto insurance coverage shall be one million dollars ($1,000,000) combined single limit per accident.

6. **WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE**. A policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars ($1,000,000) per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

   In accordance with the provisions of section 1860 of the California Labor Code, Contractor's attention is directed to the requirement that in accordance with the provisions of section 3700 of the California Labor Code, Contractor and every subcontractor will be required to

secure the payment of compensation of his or her employees, or obtain a certificate of consent to self-insurance by the Director of Industrial Relations in accordance with the requirements of Section 3700 of the California Labor Code.

In accordance with the provisions of section 1861 of the California Labor Code, Contractor shall sign and file with the awarding body the following certification prior to performing any work on the Project:

> "I am aware of the provisions of section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract."

7. POLICY REQUIREMENTS. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

(i) City and its appointed and elected officers, employees, agents and volunteers shall be added as additional insured to the policy as respects liabilities arising out of the performance of any work done under the Contract.

(ii) The insurer shall agree to provide City with thirty (30) days prior written notice, return receipt requested, of any cancellation, non-renewal or material change in coverage.

(iii) For any claims with respect to the Project covered by this Contract, Contractor's insurance coverage shall be primary insurance as respects City and its elected and appointed officers, employees, agents and volunteers. Any insurance or self-insurance maintained by City and its elected and appointed officers, employees, agents and volunteers shall be excess of Contractor's insurance and shall not contribute with it.

(iv) The policy shall apply separately to each insured against whom claim is made or suit is brought except with respect to the limits of the company's liability.

8. COURSE OF CONSTRUCTION INSURANCE. Contractor shall provide course of construction insurance covering for "all risks" of loss in the amount of the completed value of the Work. The City shall be named as a loss payee and the insurer shall waive all rights of subrogation against the City. This policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled until thirty (30) days written notice, return receipt requested, is mailed to the City. Course of Construction Insurance may be provided for each separate Phase.

9. ADDITIONAL REQUIREMENTS. The procuring of required insurance shall not be construed to limit Contractor's liability hereunder nor to fulfill the indemnification provisions and requirements of this Contract. City shall notify Contractor in writing of changes in the insurance requirements. If Contractor does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Contractor shall be deemed in default hereunder.

10. DEDUCTIBLES. Any deductible or self-insured retentions must be declared to and approved by City. Contractor shall guarantee that, at the option of the City, either: the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be

paid by Contractor); or Contractor shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses in the amount of any deductibles or self-insured retentions.

11. **VERIFICATION OF COMPLIANCE.** Contractor shall furnish City with the required endorsements attached hereto. All documents are to be received and approved by City before Work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Contract, Contractor shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefore, or accompanied by other proof of payment satisfactory to City. Contractor shall provide full copies of any requested policies to City within three (3) days of any such request by City.

12. **TERMINATION FOR LACK OF REQUIRED COVERAGE.** If Contractor, for any reason, fails to have in place, at all times during the term of this Contract, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Contractor's expense and/or terminate this Contract. Contractor shall indemnify, defend and hold harmless City and its elected and appointed officers, employees, agents and volunteers from any claim resulting from failure of either Contractor or any subcontractor to take out or maintain any insurance required by this Contract.

13. **EQUIPMENT COVERAGE**. Any policy or policies of insurance Contractor or his subcontractors elect to carry as insurance against loss or damage to construction equipment and tools or other personal property shall include a provision waiving the insurer's right of subrogation against City.

GENERAL PROVISIONS

PEDESTRIAN SAFETY IMPROVEMENT 2023/2024
(AT VARIOUS LOCATIONS)
(JN 527)

PART 1 – GENERAL PROVISIONS

SECTION 1 – GENERAL

1-1 GENERAL. The Standard Specifications for Public Works Construction ("Greenbook") written and promulgated by the Southern California Chapter of the American Public Works Association and the Southern California Districts of the Associated General Contractors of California shall be the Standard Specifications of the City. All work shall conform to the 2021 edition, including supplements of the Standard Specifications, the Special Provisions which supplement or modify the Standard Specifications, and the Standard Drawings as issued by the City (defined herein as "Agency") available at the time bids are opened unless otherwise specified in the Contract Documents.

The above referenced Standard Specifications, Special Provisions and Standard Drawings are hereby made a part of the Contract Documents.

For the convenience of the Contractor, the section and subsection numbering system used in these Special Provisions corresponds to that used in the Standard Specifications.

1-2 TERMS AND DEFINITIONS. Whenever in the Standard Specification the following terms are used, they shall be understood to mean and refer to the following:

(a)	AGENCY	The City of Gardena, a California municipal corporation.
(b)	BOARD	The City Council of the City of Gardena
(c)	CONTRACT DOCUMENTS	Documents including but not limited to the proposal forms, Standard "Greenbook" Specifications, Special Provisions, Technical Provisions, Notice Inviting Bids, Instructions to Bidders, Bonds, Insurance, Contract and all Addenda setting forth any modifications of the documents.
(d)	ENGINEER	The City of Gardena Director of Public Works/City Engineer or his authorized representative.
(e)	BIDDER	An individual, co-partnership, association or corporation submitting a proposal for the work contemplated, acting directly or through a duly authorized representative.
(f)	LEGAL ADDRESS OF CONTRACTOR	The legal address of the Contractor to be the address given on the Contractor's bid and is hereby designated as the place to which all notices, letters or other communications to the Contractor shall be mailed or delivered.
(g)	LABORATORY	An established laboratory approved and authorized by the Engineer for testing materials and work involved in the contract.

1-7 AWARD AND EXECUTION OF THE CONTRACT.

1-7.1 General. The proposal shall be fully executed and submitted on the forms provided by the Agency and shall be enclosed in a sealed envelope marked and addressed as directed in the "Notice Inviting Bids".

If the proposal is made by an individual, it shall be signed and his or her full name and address shall be given; if it is made by a firm it shall be signed with co-partnership name by a general partner thereof, who shall also sign his or her known name, and the name and address of each member of such co-partnership shall be given; if made by a corporation, the name of the corporation shall be signed by its duly authorized officers and attested by the corporate seal.

Bidders are warned against making erasures or alterations of any kind on their Proposal. Proposals which contain omissions, erasures, alterations, conditions or additions not called for may be rejected.

At the time the Contract is awarded by the Agency, the Contractor shall be licensed under the provisions of Chapter 9, Division 3, of the Business and Professions Code of the State of California to do the type of work contemplated in the Contract and shall be skilled and regularly engaged in the general class or type of work required by this Contract.

1-7.2 Contract Bonds. The "Performance Bond" is equivalent to City's "Faithful Performance Bond".

1-7.3 Examination of Plans, Specifications and Project Site. Bidders shall read the specifications, review the drawings and examine the existing facilities to fully understand the project in order to plan for the improvements as shown in the contract, including local condition, uncertainty of weather and all other contingencies.

Bidders shall satisfy themselves by personal examination of the proposed work sites, and by such other means as they may choose as to actual conditions and requirements and as to the accuracy of the quantities stated in the Proposal forms. Information derived from the maps, plans, specifications, profiles, drawings, or from the Engineer/Architect of the record, shall not relieve the bidder of this responsibility, and the interpretation of the data disclosed by borings or other preliminary investigations is not guaranteed nor is any liability assumed by the Agency.

1-7.4 Interpretation of Drawings and Documents. If a prospective bidder is in doubt as to the true meaning or intent of any part of the Contract Documents including the Specifications, or discovers discrepancies in, or omissions from, the Specifications or Drawings, he may submit to the Engineer a written request for an interpretation or a correction thereof. Interpretations or corrections of the Contract Documents including the Specifications and Drawings, shall be made only by addendum duly issued by the Engineer, and a copy of such addendum will be sent by certified mail, postage prepaid, or delivered to each person receiving a set of the Contract Documents whose address is known to the Engineer and such addendum shall be considered a part of and incorporated in the Contract Documents.

1-7.5 Award of Contract. After the Proposals have been publicly opened and read aloud, they will be checked for accuracy and compliance with all provisions as specified herein.

The Agency reserves the right to reject any or all bids and to waive any informality or irregularity in any bid received and to be the sole judge of the merits of the respective bids received.

Bids subsequently shown to be mathematically unbalanced would be rejected as

nonresponsive.

A mathematically unbalanced bid is one containing lump sum or unit bid items which do not reflect reasonable actual costs plus a reasonable proportionate share of the bidder's anticipated profit, overhead costs, and other indirect costs, which he/she anticipates for the performance of the items in question.

"A bid is mathematically unbalanced if the bid is structured on the basis of nominal prices for some work and inflated prices for other work; that is, each element of the bid must carry its proportionate share of the total cost of the work plus profits."

"A bid is materially unbalanced if there is a reasonable doubt that award to the bidder submitting the mathematically unbalanced bid will result in the lowest ultimate cost to the Government. Consequently, a materially unbalanced bid may not be accepted."

Award of the Contract, if it be awarded, will ordinarily be made by the Agency within 30 days after opening of the bids. Award will be made to the lowest responsive responsible bidder.

In selecting the lowest responsive responsible bidder, consideration will be given to the general competency of the bidder for the performance of the work covered by the proposal. To receive favorable consideration, a bidder may be required to present evidence that he has successfully performed similar work of comparable magnitude or submit other evidence satisfactory to the Agency that he or his associates are competent to manage the proposed undertaking and to carry it forward to a successful conclusion. Professional integrity and honesty of purpose shall be essential requirements. A showing of adequate financial resources may be required but will not alone determine whether a bidder is competent to undertake the proposed work.

Only manufacturers or contractors of established reputation, or their duly authorized dealers or agency, having proper facilities for the manufacture of the materials or equipment and for servicing same, or for proper execution of the work called for in the contract, will be considered in making the award.

1-7.6 Execution of Contract. A bidder whose proposal is accepted shall properly sign a written contract with the Agency on the form attached hereto and return said contract together with good and approved bonds and insurance certificates as required by the Contract Documents **within twenty-one (21) calendar days** from the date of the mailing of a notice from the Agency to the bidder, according to the address given by him, of acceptance of his proposal.

Contract bonds and certificates of insurance, if required, shall be filed in all instances before delivering any equipment, materials, or performing any work under the contract; also before any purchase order shall be issued. An executed Power of Attorney form shall be submitted with all contract bonds herein specified.

If a bidder whose proposal is accepted fails or refuses to enter into a contract as herein provided, or to conform to any stipulated requirement in connection therewith, the money represented by his check or bidder's bond shall be refunded less the difference between the low bid and the bid of the bidder with whom the Agency enters into an agreement in accordance with the provisions of the Public Contracts Code Section 20174. At the discretion of the Agency, an award may be made to the bidder whose proposal is next most acceptable to the Agency, and such bidder and his surety shall fulfill every stipulation embraced herein as if he were the party to whom the first award was made.

A corporation to which an award is made may be required before the contract is finally signed to furnish evidence of its corporate existence, of its right to do business in California and of the authority of the officer signing the contract and bonds for the corporation to so sign.

1-7.7 Return of Proposal and Guarantee. The check or bond of a bidder to whom the contract has been awarded will be returned to him after all of the acts, for the performance of which said security is required, have been fully performed. The checks or bid bonds of the second and third lowest bidders will be returned when the bidder to whom the contract has been awarded has properly executed all of the required Contract Documents. Check or bid bonds of other bidders will be returned when their proposals are rejected or in any event at the expiration of forty-five (45) days from the date of opening bids.

1-7.8 Precedence of Contract Documents. The order of precedence of contract document shall be:

FIRST	Requirements of law, including the Code and Ordinances of the City of Gardena.
SECOND	Permits from other agencies as may be required by law.
THIRD	Permits from City of Gardena Departments as may be required by law or ordinance.
FOURTH	The Contract.
FIFTH	The Bid Proposal.
SIXTH	Addenda.
SEVENTH	Notice Inviting Bids.
EIGHTH	Instructions to Bidders.
NINTH	Technical Provisions.
TENTH	Plans.
ELEVENTH	General Provisions of the Standard Specifications.
TWELFTH	Standard Plans.
THIRTEENTH	Standard Specifications for Public Works Construction (current edition).
FOURTEENTH	Caltrans Standard Plans and Specifications.
FIFTEENTH	Reference Specifications.

Change orders, supplemental agreements and approved revisions to Plans and Specifications will take precedence over documents listed above, except those listed as FIRST, SECOND and THIRD. Detailed plans shall have precedence over general plans.

SECTION 2 – SCOPE OF THE WORK

2-2 PERMITS. The Contractor will obtain, at no cost to the Agency, all permits necessary to perform the work on streets, highways, railways or other rights-of-ways. The Contractor shall obtain and pay for all costs incurred for permits necessitated by its operations such as, but not

limited to those permits required for night work, overload, blasting and demolition. For private contracts, the Contractor shall obtain all permits incidental to the work or made necessary by its operations, and pay all costs incurred by the permit requirements.

The Contractor and each subcontractor employed upon the work must have or obtain a valid City of Gardena Business License in accordance with the provisions of the Gardena Municipal Code.

2.10 DISPUTED WORK.

2.10.1 Retention of Imperfect Work. If any portion of the work done or materials furnished under the contract proves defective or not in accordance with the specifications and contract drawings, and if the imperfection in the same is not of sufficient magnitude or importance to make the work dangerous or undesirable, or if the removal of such work is impracticable or will create conditions which are dangerous or undesirable in the opinion of the Engineer, the Engineer shall have the right and authority to retain the work instead of requiring it to be removed and reconstructed, but he shall make deductions therefor in the payment of the contract item due Contractor as may be just and reasonable.

2-11. DISPUTE RESOLUTION.

2-11.1 Requests for Contract Adjustments and Relief. If either Contractor or the Agency believes that it is entitled to relief against the other for any event arising out of or related to the work or Project, such party shall provide written notice to the other party of the basis for its claim for relief. Such notice shall, if possible, be made prior to incurring any cost or expense and in accordance with any specific notice requirements contained in the applicable sections of this Contract.

In the absence of any specific notice requirement, written notice shall be given within a reasonable time, not to exceed fourteen (14) days, after the occurrence giving rise to the claim for relief or after the claiming party reasonably should have recognized the event or condition giving rise to the request, whichever is later. Such notice shall include sufficient information to advise the other party of the circumstances giving rise to the claim for relief, the specific contractual adjustment or relief requested and the basis of such request.

2-11.2 Dispute Avoidance and Resolution. The parties are fully committed to working with each other throughout the Project and agree to communicate regularly with each other at all times so as to avoid or minimize disputes or disagreements. If disputes or disagreements do arise, Contractor and the Agency each commit to resolving such disputes or disagreements in an amicable, professional and expeditious manner so as to avoid unnecessary losses, delays and disruptions to the work under the Contract.

Contractor and the Agency will first attempt to resolve disputes or disagreements at the field level through discussions between Contractor's Representative and the Engineer.

If a dispute or disagreement cannot be resolved through the Contractor's Representative and the Engineer, Contractor's Chief Executive Officer or similar senior representative and the Gardena City Manager, or designee, upon the request of the other party, shall meet as soon as conveniently possible, but in no case later than twenty (20) days after such a request is made, to attempt to resolve such dispute or disagreement. Prior to any meeting between the parties' senior representatives, the parties will exchange relevant information that will assist the parties in resolving their dispute or disagreement.

If, after meeting, the senior representatives determine that the dispute or disagreement cannot be resolved on terms satisfactory to both parties, the parties may submit the dispute to binding

or non-binding mediation. The mediation shall be conducted in any manner and by any person or mediation association mutually acceptable to the parties.

2-11.3 Arbitration. Any claims, disputes or controversies between the parties arising out of or relating to the Contract, or the breach thereof, which have not been resolved in accordance with the procedures set forth in Section 2-11.2 above may be decided by binding or non-binding arbitration. The arbitration shall be conducted in any manner and by any person or arbitration association mutually acceptable to the parties.

2-11.4 Claims Disputes. Any claims of Contractor, as "claims" are defined in California Public Contract Code Section 9204 shall be processed in accordance with that section. Section 9204 provides in relevant part that upon receiving a claim from a contractor, together with reasonable documentation to support the claim, a contracting public entity shall conduct a reasonable review of the claim and, within a period not to exceed 45 days [except as otherwise provided in Section 9204], shall provide the claimant a written statement identifying what portion of the claim is disputed and what portion is undisputed.

Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. If the public entity fails to issue a written statement, Section 2-11.3 shall apply. If the contractor disputes the public entity's written response, or if the public entity fails to respond to a claim within the time prescribed, the contractor may demand in writing an informal conference to meet and confer for settlement of the issues in dispute.

Upon receipt of a demand in writing sent by registered mail or certified mail, return receipt requested, the public entity shall schedule a meet and confer conference within 30 days for settlement of the dispute. Within 10 business days following the conclusion of the meet and confer conference, if the claim or any portion of the claim remains in dispute, the public entity shall provide the claimant a written statement identifying the portion of the claim that remains in dispute and the portion that is undisputed.

Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. Any disputed portion of the claim of the claim, as identified by the contractor in writing, shall be submitted to nonbinding mediation, with the public entity and the contractor sharing the associated costs equally. The public entity and contractor shall mutually agree to a mediator within 10 business days after the disputed portion of the claim has been identified in writing. If the parties cannot agree upon a mediator, each party shall select a mediator and those mediators shall select a qualified neutral third party to mediate with regard to the disputed portion of the claim. Each party shall bear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator. If mediation is unsuccessful, the parts of the claim remaining in dispute shall be subject to other applicable procedures.

2-13 DRAWINGS AND SPECIFICATIONS ("RECORD" DRAWINGS). At all times, the Contractor shall maintain at the project a "Record" set of Drawings and Specifications to include all executed addenda, change orders, and field orders.

Prior to each progress payment the Contractor shall deliver to the Engineer, a set of contract drawings with all applicable "as constructed" notes placed/recorded thereon. Failure to provide "as constructed" plans will cause progress payment to be withheld until information is provided to City.

After completion of the work and before final payment, the Contractor shall deliver to the Engineer a complete set of contract drawings with all applicable "as constructed" noted placed/record thereon. The final form and detail of these as constructed plans are subject to the

acceptance of the Engineer.

2-14 MARKING REMOVAL. All markings placed by the Contractor, City, and Underground Service Alert (USA) during construction shall be removed at the completion of the work. These markings shall include, but not limited to, paint, stakes, and metal tags.

All cost associated with removal of markings shall be included in the bid prices for the applicable bid items. Failure of the Contractor to remove these markings shall be cause for the City to do the work and withhold the costs from the Contractor's final payment.

SECTION 3 – CONTROL OF THE WORK

3-5 INSPECTION. Inspection shall be made once a day for areas ready for inspection. Areas or items that fail inspection or that are not ready for inspection shall be rescheduled by the contractor.

Inspection of the work shall not relieve the contractor of the obligation to fulfill all conditions and requirements of the contract.

3-6 THE CONTRACTOR'S REPRESENTATIVE. The Contractor shall furnish the Engineer with the name, address and cell/ business/home telephone numbers of the person responsible for the maintenance of barricades, traffic control signs, lights and other safety devices.

3-10 SURVEYING.

3-10.3 Line and Grade. Unless otherwise provided in the Technical Provisions, establishing lines and grades for construction shall be the responsibility of the Contractor, with the following provisions:

All work under this contract shall be built in accordance with the lines and grades shown on the plans. Field survey for establishing these, and for the control of construction, shall be the responsibility of the Contractor. All such surveys, including construction staking, shall be performed on all items ordinarily requiring grade and alignment, at intervals normally accepted by the agencies and trade involved.

The Contractor shall provide a copy of the office calculations and grade sheets to the Agency's Inspector. The Contractor shall be responsible for any error in the finished work, and shall notify the Engineer within 24 hours of any discrepancies or design errors discovered during staking.

Unless a separate bid item is provided, the payment for surveying, construction staking, professional services, office calculations, furnishing all labor, materials, equipment, tools and incidentals, and for doing all work involved shall be considered as included in the various items of work, and no additional compensation will be allowed therefor.

3-10.4 Permanent Survey Markers. The Contractor is required to locate and tie out survey monuments in the project area prior to construction involving street and highways, or City public right of way and to file with the County Surveyor a Corner Record of any such work. Prior to final payment and the issuance of a completion certificate, the Contractor is required to file a Corner Record for survey monumentation that is replaced. All such survey work shall be performed under the supervision of a California licensed Land Surveyor or a Civil Engineer authorized to perform such work.

The Contractor shall provide the Agency a copy of the office calculations and documents submitted to the County for filing in connection with the aforementioned work.

The payment for surveying, related professional services, office calculation, furnishing all labor, materials, equipment, tools and incidentals, and for doing all work involved shall be considered as included in the various items of work, and no additional compensation will be allowed therefor.

3-12 WORK SITE MAINTENANCE.

3-12.1 General. The Contractor shall keep the work site clean and free from rubbish and debris. The Contractor shall abate dust nuisance by cleaning, sweeping and sprinkling with water in keeping with the AQMD and NPDES requirements. Debris, soil or other matter shall not be washed into storm drains but shall be collected and disposed of in a legal, responsible manner. The construction area shall be cleaned with a power sweeper at the end of every workday and when deemed necessary by the Engineer.

The Contractor shall maintain drainage within and through the work areas. Earth dams will not be permitted in paved areas. Use temporary sandbags to control the site perimeter. At the completion of the project sandbags shall become the property of the City of Gardena and shall be remain in place.

The Contractor shall not spill on haul routes. Any such spillage shall be removed immediately and the area cleaned.

Stockpiling of construction materials or debris on City right-of-way shall be in accordance with the NPDES permit and shall be approved by the inspector. At the completion of work, the Contractor shall thoroughly clean all work areas.

3-12.2 Air Pollution and Surface Maintenance Control. The Contractor shall obtain a construction water meter from Golden State Water including required deposit and fees. The Contractor shall pay for the water used, at the current water rates. All arrangements for construction water shall be made by contractor with Golden State Water at Contractor expense.

3-12.4. Storage of Equipment and Material.

3-12.4.1 General. All costs associated with the disposal of all excavated or demolition materials, including any gate fees, shall be paid by the Contractor. These costs shall be included in the bid price for the applicable bid items.

Prior to any excavated or demolition material being removed from the construction site the Contractor shall notify the City as to the hauling route and destination for disposal. If the location for disposal is other than a county landfill then the Contractor shall provide the City with written permission and release of liability for the City from the owner of the property where the material will be deposited.

<u>The City has an exclusive agreement with Waste Resources, Inc. and no other firm may provide bulk trash bins in the event the work requires this service</u>.

3-12.4.2 Storage in Public Streets. Construction equipment shall not be stored at the construction site, any public street or publicly owned facilities without approval of the City. Contractor shall store equipment at a contractor's rental yard.

All excavated material that is to be hauled to and disposed of at a County landfill site by the Contractor is subject to a County gate fee based on tonnage.

3-12.5.4 Protection and Restoration of Existing Improvements. Any facilities,

structures, water lines, landscaping, surfaces, signs, pavement markings, painted curbs, house numbers, etc., which are damaged during construction shall be restored to the satisfaction of the City. Damaged water lines shall be repaired immediately at no additional cost to the city.

3-12.5.5 Access to Private Property. The Contractor shall be aware that business and residential access must be maintained at all times. The Contractor shall schedule operations to minimize interference with access to private property.

The main access way to any business or home shall not be completely blocked for more than one four-hour period a day except blockage shall be limited to one twenty-four (24) hour period when concrete is poured.

Temporary access ways shall be provided from the street to the main access way of all businesses and homes by use of traffic rated steel plates or any other method approved by the city.

Payment for this item shall be included in the applicable contract work item.

3-13 COMPLETION, ACCEPTANCE, AND WARRANTY.

3-13.3 Warranty. In addition to the guarantees as required in Section 1-7.2 and 3-13.3 of the Standard Specifications, the Faithful Performance Bond shall remain in full force and effect for a period of one year after acceptance of the work by the Agency to insure that defects, which may appear within said period, will be repaired, replaced, or corrected by the Contractor, at his own cost and expense, to the satisfaction of the Engineer within thirty (30) days after written notice thereof by the Agency.

SECTION 4 – CONTROL OF MATERIAL

4-1 GENERAL.

4-1.1 Warranty of Title. No materials, supplies or equipment for the work under this Contract shall be purchased subject to any chattel mortgage or under a conditional sale contract or other agreement by which an interest therein or any part thereof is retained by the seller or supplier.

The Contractor warrants clear and good title to all materials, supplies and equipment installed and incorporated in the work, and agrees upon completion of all work to deliver the premises, together with all improvements and appurtenances constructed or placed thereon by him to the Agency free from any claims, liens, encumbrances or charges, and further agrees that neither he nor any person, firm or corporation furnishing any material or labor for work covered by the Contract shall have any right to a lien upon the premises or any improvement or appurtenance thereon; provided, that this shall not preclude the Contractor from installing metering devices or other equipment of utility companies the title of which is commonly retained by the utility company. Nothing contained in this section, however, shall defeat or impair the right of such persons furnishing materials or labor under any bond given by the Contractor for their protection, or any right under any law permitting such persons to look to funds due the Contractor, which are in the hands of the Agency.

The provisions of this section shall be inserted in all subcontractor's and material contracts, and notice of its provisions shall be given to all persons furnishing materials for the work when no formal contract is entered into regarding such materials.

SECTION 5 – LEGAL RELATIONS AND RESPONSIBLITIES

5-4 INSURANCE. In lieu of Section 5-4 of the Standard Specifications, refer to the City Contract Documents Section, CD-10, for detail requirements.

5-5 ANTITRUST CLAIMS. By entry into this Contract, Contractor hereby acknowledges the terms of Section 7103.5 of the Public Contract Code and hereby offers and agrees to assign to the Agency all rights, title and interest in all causes of action it may have as outlined above.

5-7 SAFETY.

5-7.4 Hazardous Substances. As required by Public Contract Code Section 7104, if this Contract involves digging trenches or other excavations that extend deeper than four (4) feet below the surface, Contractor shall promptly, and prior to disturbance of any conditions, notify the Agency of: (1) any material discovered in excavation that Contractor believes to be a hazardous waste that is required to be removed to a Class I, Class II or Class III disposal site; (2) subsurface or latent physical conditions at the site differing from those indicated by the Agency; and (3) unknown physical conditions of an unusual nature at the site, significantly different from those ordinarily encountered in such contract work. Upon notification, the Agency shall promptly investigate the conditions to determine whether a change order is appropriate. In the event of a dispute, Contractor shall not be excused from any scheduled completion date and shall proceed with all work to be performed under the Contract but shall retain all rights provided by the Contract and by law for making protests and resolving the dispute.

5-7.4.1 Edison Energized Conductors. Contractor hereby promises and agrees that in the performance of the work specified in this Contract, it will employ and utilized only qualified persons, as hereinafter defined, to work in proximity to Edison's secondary, primary and transmission facilities. The term "qualified person" is defined in Title 8, California Administrative Code, Section 2700, as follows:

> "Qualified Person: A person who by reason of experience or instruction is familiar with the operation to be performed and the hazards involved."
>
> Contractor further promises and agrees that the provisions of this section shall be and are binding upon any subcontractor or subcontractors that may be retained by it, and that Contractor shall take such steps as are necessary to assure compliance by said subcontractor or subcontractors with the requirements of this section.

5-7.4.2 Emergency Provisions. Unusual conditions may arise on the work which will require that immediate and unusual provision be made to protect the public from danger or loss or damage to life and property, due directly or indirectly to the prosecution of the work, and it is part of the service required of the Contractor to make such provisions and to furnish such protection.

Whenever, in the opinion of the Agency, an emergency exists of which the Agency is aware and against which the Contractor has not taken sufficient precaution for the safety of the public or the protection of utilities or of adjacent structures or property which may be injured by the progress of construction; and whenever, in the opinion of the Agency, immediate action shall be considered necessary in order to protect public or private personnel or property interests, or prevent likely loss of human life or damage on account of the operations under the Contract, then in that event the Agency may provide suitable protection to said interests by causing such work to be done and material to be furnished, as in the opinion of the Agency may seem reasonable and necessary, all at the expense of the Contractor.

SECTION 6 – PROSECUTION AND PROGRESS OF THE WORK

6-1 CONSTRUCTION SCHEDULE AND COMMENCEMENT OF THE WORK

6-1.1 Construction Schedule. The Contractor's proposed construction schedule shall be submitted to the Engineer within fourteen (14) calendar days after the date of the contract execution. The schedule shall be supported by written statements from each supplier of materials or equipment indicating that all orders have been placed and acknowledged and setting forth the dates that each item will be delivered.

The Contractor shall include in his bid all costs to perform the work under this contract in stages. The Contractor shall begin and complete work in each stage prior to starting work in subsequent stages unless previous permission is obtained from the Engineer. The contractor shall stage the work to allow parking on the next adjacent streets. Restricting parking on multiple adjoining streets shall require approval of the engineer.

6-1.2 Commencement of the Work. City may establish a Notice to Proceed (NTP) date no later than thirty (30) calendar days after the date of the contract execution. Prior to issuing the Notice to Proceed, the Engineer will schedule a preconstruction meeting with the Contractor to review the proposed construction schedule and delivery dates, arrange utility coordination, discuss construction methods and clarify inspection procedures.

The names, addresses and telephone numbers of the Contractor and subcontractors, or their representatives, shall be filed with the Public Works Manager and the County Sheriff's Department or the City Police Department prior to beginning work.

The Contractor shall also notify the City of Gardena and the owners of all utilities and substructures within the Project area not less than 48 hours prior to starting construction. The following utility companies list of names and telephone numbers is intended for the convenience of the contractor and is not guaranteed to be complete or correct:

COMPANY	***CONTACT***	***TELEPHONE NO.***
Southern California Edison	Manuel Vargas, Jr.	310.783.9389
Southern California Gas	Melissa Fukunaga: Tech Services Planning: Attn - Lead Planner	213.231.7281
AT&T	Marco A. Perez	626.491.5503
	Raymond Dover	310.515.4257
Gardena Police	Dispatch	310.3237911
L.A. County Fire Dept.		310.323.7911
Time Warner Communications	Arturo Fernandez	310.750.9099
Crown Castle	Hector Aguilera	951.454.5111
Waste Resources of Gardena	Lorena Rodriguez	310.366.7600
Golden State Water Co.	Justin Doronio	310.436.6950 x111
	Joseph Salcido	310.660.0320 x101
L.A. County Flood Control	Daryll Chenoweth	626.458.3129
L.A. Sanitation District	Jon Ganz	562.908.4288
Metropolitan Water District	Civil Eng. Substructures Section	213.217.7059
Chevron Pipeline	Dave Zerler	310.669.4014
Underground Service Alert		800.422.4133

The Contractor shall submit periodic Progress reports to the Engineer by the tenth day of each

month. The report shall include an updated Construction Schedule. Any deviations from the original schedule shall be explained. Progress payments will be withheld pending receipt of any outstanding reports.

6-1.3 Working Day. The Contractor's working hours shall be limited to the hours between 7:30 A.M. and 4:30 P.M., Monday through Friday except holidays. No work which will cause loud or disruptive noise to adjacent residents and "No Parking" enforcement shall begin prior to 8:00 a.m. nor terminate later than 4:30 p.m. Deviation from normal working hours will not be allowed unless written permission has been duly obtained beforehand from the office of the City Engineer. The Contractor shall provide adequate light for proper prosecution of the work, for the safety of the workmen and the public, and for proper inspection.

If the Contractor works beyond the allowed working hours without prior written approval from the Engineer, the Contractor may be charged Five Hundred ($500) for each occurrence as required by the Engineer. The amount will be deducted from a progress payment or bond.

Contractor hereby acknowledges and shall be required to comply with the provisions of California Labor Code Section 1810 et seq. According to those sections, eight (8) hours of labor shall constitute a legal day's work. Contractor shall pay to the Agency a penalty of Twenty-Five Dollars ($25.00) for each worker employed in the execution of this Contract by Contractor, or by any Subcontractor, for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any calendar day or forty (40) hours in any one (1) calendar week, except when payment for overtime is made at not less than one and one-half (1-1/2) times the basic rate for that worker.

In the event of either a requested or emergency deviation, inspection service fees will be charged against the Contractor. The service fees will be calculated at overtime rates including benefits, overhead and travel time. The service fees will be deducted from any amounts due to the Contractor.

6-1.4 Notice and Service Thereof. Any notice required or given by one party to the other under the contract shall be in writing and shall be dated and signed by the party giving such notice or by a duly authorized representative of such party. Any such notice shall not be effective for any purpose whatever unless served in the following manner:

Notice shall be given to the Agency by personal delivery thereof to the City of Gardena Engineer or by depositing the same in the United States mail enclosed in a sealed envelope, registered and with postage prepaid, addressed to:

Public Works Department
City of Gardena
1717 W. 162nd Street
Gardena, CA 90247-3778

Notice shall be given to the Contractor by personal delivery thereof to said Contractor or to his authorized representative at the site of the project, or by depositing the same in the United States mail, enclosed in a sealed envelope addressed to said Contractor at the address established for the conduct of the work under this Contract, postage prepaid and registered.

Notice shall be given to the Surety, or any other person, by personal delivery to said Surety or other person, or by depositing the same in the United States Mail, enclosed in a sealed envelope addressed to such Surety or persons at the address of said Surety or persons last communicated to the party giving the notice, postage prepaid and registered.

Notification of Property Owners and Tenants - The Contractor shall notify each property owner and/or tenant in the project area in writing five (5) working days prior to the start of construction. If pedestrian or vehicular access to private property is to be blocked, the Contractor shall again notify each property owner and/or tenant in writing five (5) working days prior to construction activities. The Contractor shall provide additional notices when a lapse time occurs during each phase/segment work.

The written notice shall be submitted to the Engineer for approval prior to being delivered.

6-2 PROSECUTION OF THE WORK.

6-2.1 Contractor's Responsibility for Work. Until the formal acceptance of the work by the Agency, the Contractor shall have the charge and care thereof and shall, subject to the insurance protection furnished in accordance with the Section 1-7.6 and 5-4 hereof, bear the risk of accident, loss or damage to any part thereof by action of the elements or from any other cause, whether arising from the execution or from the non-execution of the work. The Contractor shall rebuild, repair, restore and otherwise correct damages to any portion of the work occasioned by any of the above causes before its acceptance.

In case of suspension of work from any cause whatsoever, the Contractor shall be responsible for all materials and the proper temporary storage thereof.

6-3 TIME OF COMPLETION.

6-3.1 General. The contract time shall begin per the City's written notification. Work must be completed within working days specified for the project. In addition, the Contractor shall notify the City 24 hours in advance of the actual commencement of work.

No work shall be undertaken during the City's holiday closures. It is the Contractor's responsibility to determine the City's closure dates.

6-9 LIQUDATED DAMAGES. The amount of liquidated damages is hereby amended to **$500.00** for each consecutive calendar day.

SECTION 7 – MEASUREMENT AND PAYMENT

7-1 MEASUREMENT OF QUANTITIES FOR UNIT PRICE WORK.

7-1.2 Method of Measure. The quantities shown on the Bid Schedule are approximate only. The Contractor will be paid for the actual quantities of work based on approved field measurements as provided for in these Specifications. The City reserves the right to increase or decrease the amount of any item or portion of work to be performed or materials furnished, or to delete any item, in accordance with the Specifications. Additional bid item work shall be completed within the total working days in these specifications. Additional working days maybe allowed with the approval of the engineer.

7-3 PAYMENT.

7-3.2 Partial and Final Payment. The Engineer will authorize monthly partial/progress payments per Section 7-3.2 of the Standard Specifications. Contractor's monthly invoice shall be submitted on company letterhead. Each invoice submitted shall include: project name, date of invoice, progress payment number, and purchase order number. All bid items shall be

included on each invoice and include unit, unit price bid, original quantity, amount, previous payment quantity and amount, current invoice payment quantity and amount, total project payment quantity and amount. In addition, any approved change orders shall be listed on invoice. Payment to Contractor typically takes 30 days from submittal of approved invoice. However, payments will be withheld pending receipt of any outstanding reports required by the Contract Documents.

7-3.3 Delivered Materials. The City will NOT honor or make any progress payments for materials ordered and delivered to the job site by the Contractor unless prior approval is obtained from the Engineer.

7-4 PAYMENT FOR EXTRA WORK.

7-4.3 EXTRA WORK. When work is performed on a "time and materials" basis, the following percentages shall be added to the Contractor's cost and shall constitute the markup for all overhead and profits:

1) Labor 20
2) Materials 15
3) Equipment Rental 15
4) Other Items and Expenditures 15

To the sum of the costs and markups provided for in this section, 1 percent shall be added as compensation for bonding.

When all or any part of the extra work is performed by a Subcontractor, the markup established above shall be applied to the Subcontractor's actual cost of such work. A markup of 10 percent on the first $5,000 of the subcontracted portion of the extra work and a markup of 5 percent on work added in excess of $5,000 of the subcontracted portion of the extra work may be added by the Contractor.

SECTION 8 – FACILITIES FOR AGENCY PERSONNEL

8-2 FIELD OFFICE FACILITIES. The Contractor shall provide the class of field office indicated below:

☐ Class "A" ☐ Class "B" ☐ Class "C"

In the event none of the boxes are marked above, no specific field office will be required, and the use therefor of any field office will be at the Contractor's discretion. The location of any field office shall be as provided on the plans, in these Specifications or as designated by the Engineer.

END OF GENERAL PROVISIONS

TECHNICAL PROVISIONS

PEDESTRIAN SAFETY IMPROVEMENT 2023/2024
(AT VARIOUS LOCATIONS)
(JN 527)

PART 1 – TECHNICAL PROVISIONS

SECTION 1 – GENERAL

PREFACE: All work and materials shall conform to the "Standard Specification for Public Works Construction", 2021 edition, except as modified by the contract and these Technical Provisions.

Incidental Work - All work and materials required by the plans and specifications, and not specifically listed in the bid schedule items of work, shall be considered incidental and no additional payment shall be made therefore. Incidental items shall include, but are not limited to, mobilization; implementation of the SWPPP and Best Management Practices for the protection of storm drain structures; adjusting utility access covers to grade; saw cutting; excavation and disposal of materials; survey; traffic control and coordination of utilities.

PART 2 – CONSRTUCTION MATERIALS

SECTION 200 – ROCK MATREIALS

200-2. UNTREATED BASE MATERIAL

200-2.1 General. The Contractor shall furnish Certified Weight Tickets for material delivered to the job site and deliver it to the Engineer or his representative before the end of the working day.

The City may hire a qualified soils engineer to perform all tests. If the material furnished by the Contractor fails any tests, the Contractor shall remove said material and shall complete the construction of the base with material acceptable to the Engineer at no extra cost to the City.

Costs for base material shall be incidental and included in the bid item of work for which it is required, and no additional payment will be allowed therefore.

SECTION 201 – CONCRETE, MORTAR, AND RELATED MATERIALS

201-1 PORTLAND CEMENT CONCRETE.

201-1.1.2 Concrete Specified by Class and Alternate Class. Concrete shall be 520-C-2500 for curb-gutter, curb ramps, driveways, sidewalk and concrete pavement. Curing compound shall be Type 2 (if required).

SECTION 203 – BITUMINOUS MATERIALS

203-6 ASPHALT CONCRETE.

203-6.4.1 Class and Grade. Asphalt hot mix shall be C2-PG64-10 for capping or finish course. Feather join edges shall be made along straight lines by hand raking out all heavy aggregates prior

to rolling to produce a smooth uniform surface. Compacted edge along gutter lip shall be 3/8 inch in height.

PART 3 – CONSTRUCTION METHODS

SECTION 300 - EARTHWORK

300-1 CLEARING AND GRUBBING.

In addition to the work outlined in Section 300-1, the following items of work are included under "Clear and Grub":

A. Providing clean topsoil and grading of parkways as directed by the Engineer to restore the parkway grades.
B. Replacement of damaged pipe curb drain, as well as the coring and/or reinstatement of pipe curb drains.
C. Protection or replacement of brick banding on driveway.
D. Protection of fences adjacent to and within the public right-of-way.
E. Relocation of existing signs and warning devices (City shall provide new poles as required.)
F. Painting new and repainting existing curb markings such as yellow, blue, white, green or red curb as well as curb addresses
G. Protect existing private/public irrigation systems, and repair irrigation systems damaged during construction.
H. Protection of all existing improvements (public or private), unless shown to be removed/relocated/adjusted as part of the construction. The Contractor shall repair or replace these items if damaged with new materials equal to the original or better, as required by the Engineer.
I. Protection of all utilities, walls, fences, hedges, buildings, concrete slabs, planters, and other private or public improvements not specifically shown to be removed as part of the construction. The Contractor shall replace these items, if damaged, with new material equal to the original or better, as required by the Engineer.
J. All complaints/claims resulting from reconstruction of concrete improvements will be forwarded to the Contractor. The complaint/claim will be fully rectified or the City will repair the item and deduct that amount from progress payment.

300-1.1.a General.

All existing improvements, including those on private property, shall be protected in place. Any damage to and removal of these improvements shall be repaired and replaced by the Contractor at his expense.

All excavated material shall be immediately hauled away and disposed of outside the project limits. The Contractor shall be responsible for all damages and claims that may arise as a result of this disposal.

300-12 EXCAVATION. Roadway excavation shall include sawcutting, excavating, removing, hauling, and disposing of all soil materials, existing asphaltic concrete pavement, PCC pavement, subgrade and similar appurtenances which are to be removed for construction of the street reconstruction as shown on the Plans. Earthwork, subgrade preparation and finishing roadway shall confirm to the applicable requirements of Section 300 and 301 and other

pertinent sections of the Standard Specifications for the various items involved. Payment for excavation shall be incidental and included in the appropriate unit price bid.

300-12.1 Asphalt Pavement Removal. The edges of asphalt pavement remaining in place shall be sawcut and shall have clean, solid vertical faces. The edges of asphalt pavement broken during construction shall be resawn and removed before surfacing material is placed at the expense of the Contractor.

All edges shall be parallel or perpendicular to curb faces except cuts around objects shall be on a curvilinear cut, a maximum 4 inches departure from the straight cut every 2 feet.

300-12.2 Concrete Removal. Concrete to be removed shall be sawcut to a minimum depth of 5 inches at score marks or as marked by the City. Sawed edges, broken or chipped during construction shall be resawn at the contractor's expense. Increase in concrete quantity due to resawing shall not be considered for payment. Upon concrete removal, the City Parks Superintendent shall be informed to check and approve all roots to be removed. If he determines the tree cannot be saved, removal and planting of a new tree shall be per unit cost.

All edges shall be parallel or perpendicular to curb faces except cuts around objects shall be on a curvilinear cut, a maximum of 4 inches departure from the straight cut within every 2 feet. The edges of Portland cement concrete remaining in place shall be sawcut and shall have clean, solid vertical faces.

The Contractor is responsible for inspecting each location prior to submitting a bid.

Excavation in the street section adjacent to concrete replacement shall be a minimum width of 1-foot and a minimum depth of 6-inches or 1-inch greater than the existing AC section if greater than 6-inches in depth.

Remove and replace defective concrete work with new materials. Permission to patch any defective areas shall not be a waiver of the Engineer's right to require complete removal of defective work if patching does not restore quality and appearance of work.

The Contractor may stockpile sand or clean fill dirt within the street, except arterial streets, between the curb and 8-feet out, for no longer than 72 hours in any one location with prior approval by the Engineer. The Contractor shall notify the fronting residence 24 hours prior to stockpiling any material. Said stockpile shall not block the flow line of the gutter and shall be barricaded with flasher-equipped barriers. The Contractor shall ensure that the street is swept clean upon vacating the stockpile site. No excavated or removed dirt or concrete may be stockpiled in any street overnight.

The Contractor shall remove all debris and perform all cleanup work to the satisfaction of the Engineer within 3 working days after forms have been removed at any location.

Concrete removed shall be replaced within five (5) days after removal. All restorations shall be completed a maximum of five (5) days after concrete placement (i.e. backfill, grading of dirt, asphalt repave etc.) One Hundred ($100) dollars per calendar day and location shall be charged to the Contractor for failure to comply with the above schedule as required by the Engineer.

SECTION 302 – ROADWAY SURFACING

302-5 ASPHALT CONCRETE (AC) PAVEMENT.

302-5.1 General. The Contractor shall establish designated asphalt truck routes and staging areas and shall communicate these routes and areas to truck drivers prior to the arrival at the job site. This plan must be approved by the Engineer five (5) days prior to paving.

302-5.3 Prime Coat. Prime coat shall be applied to all subgrade surfaces prior to asphalt hot mix surfacing. The prime coat shall be Grade SC-250 liquid asphalt uniformity per Green Book requirements.

302-5.4 Tack Coat. Asphalt tack coat shall be applied to all existing asphalt surfaces prior to asphalt overlay.

Existing surfaces shall be cleaned utilizing a power sweeper and free of water prior to applying PG 64-10 or SS-1h asphalt tack coat per Green Book requirements. Tack coat shall uniformly cover all areas to be paved.

302-5.5 Distribution and Spreading.

BOTTOM DUMPING OF ASPHALT PAVING SHALL NOT BE ALLOWED.

302.5.6.2 Density and Smoothness. Failed areas shall be removed and replaced at Contractor's expense.

302-15 ASPHALT TRACKING PAVEMENT AND MITIGATION. The purpose of this section is to address any tracking related problems caused by the Contractor. The City requires that all streets adjacent to the project remain track free during and after construction. Contractor shall prevent and mitigate asphalt tracking on all adjacent surfaces. The use of water or any other methods approved by the Engineer may be utilized. If tracking is present at the end of the work day, the Contractor shall use steam cleaning and a vacuum truck to remove tracking from all affected areas to the satisfaction of the Engineer.

SECTION 314 – TRAFFIC STRIPING, CURB AND PAVEMENT MARKINGS, AND PAVEMENT MARKERS

314-1 GENERAL. Furnishing and installation of traffic markings shall include all work required to place raised pavement markers, thermoplastic material and curb paint. Legends and crosswalks shall consist of thermoplastic material with glass bead finish.

Striping work and materials shall conform to the provisions of the Standard Specifications of the State of California, Department of Transportation, latest edition, and the Traffic Manual of the State of California, Department of Transportation. Installation of traffic markings shall be completed within 5 working days of paving.

314-4 APPLICATION OF TRAFFIC STRIPING AND CURB AND PAVEMENT MARKING.

314-4.1 GENERAL. Each fire hydrant in the project area shall be marked by placing a double-sided raised pavement marker with reflective blue markings on each side. The marker and adhesive shall be equivalent to Caltrans pavement markers.

Place one marker 6 inches from street centerline toward hydrant on a line projected approximately perpendicular to curb. Place two markers if hydrant is on a corner, one on each street.

PART 4 – EXISTING IMPROVEMENTS

SECTION 400 – PROTECTION AND RESTORATION

400-2 PERMANENT SURVEY MARKERS. The Contractor shall provide all surveying to complete the project and to replace any damaged monuments, benchmarks, ties, etc. All survey work shall be performed by a Land Surveyor registered by the State of California. Work shall be laid out and constructed so as to provide smooth profiles to adjacent improvements and drainage of all surfaces.

PRIOR TO START OF CONSTRUCTION, the Surveyor shall locate and provide ties for all existing centerline monuments and centerline ties. The Surveyor shall file a corner record of these monuments and ties with the County Surveyor. A copy of these corner records shall be given to the Engineer prior to start of construction.

AFTER CONSTRUCTION, all existing survey monuments and ties lost due to construction shall be reestablished by the Surveyor. THE SURVEYOR SHALL ALSO ESTABLISH CENTERLINE MONUMENTS AND TIES AT ALL STREET AND ALLEY INTERSECTIONS WITHIN THE PROJECT LIMITS WHERE NONE EXISTED PRIOR TO CONSTRUCTION. A corner record of the monuments, benchmarks, ties, etc. established or reestablished shall be filed with the County Surveyor prior to the recordation of the Notice of Completion. A copy of the recorded corner records shall be given to the Engineer prior to final payment.

SECTION 401 - REMOVAL

401-3. CONCRETE AND MASONRY IMPROVEMENTS.

401-3.2 Concrete Curb, Walk, Gutters, Cross Gutters, Curb Ramps, Driveway, and Alley Intersections.

Concrete sidewalk construction shall include removal and disposal of existing interfering structures, tree roots, objects, soil, etc. Contractor shall remove and replace any inadequate existing base material with compacted CMB.

Any damaged utility boxes, traffic signal pull boxes, etc., shall be replaced. All boxes shall be adjusted to grade and all costs for this work shall be incidental and included in this item of work.

Concrete curb and gutter construction shall include removal and disposal of existing interfering structures, objects, soil, etc.

Curb & gutter to be replaced shall be installed at the same location as the existing on a straight grade across the limits of the replacement.

Removal, disposal and construction of adjacent 2-feet wide asphalt hot mix paving (C2 PG64-10) over 6-inch thick C.A.B. shall be included.

The Contractor shall regrade the area at the back of curb/gutter where the new curb/gutter is constructed at a different grade than existing curb/gutter. The graded area shall have a

maximum slope of 3:1 and 2% in city parkways. Fill material, if required, for this grading shall be furnished by the Contractor. All landscaping and irrigation in the graded area shall be repaired

Curb Ramp construction shall include removal and disposal of interfering structures, objects and soil. Ramp shall be 4" thick concrete over 6" thick C.A.B.

Included in this construction is the adjustment and protection of sweeps, conduits, pull boxes, utility access frames and covers to finished grade and protection of traffic detectors, stub-outs and homeruns. Traffic detectors damaged by the Contractor's operations shall be replaced at the Contractor's expense.

At locations where street lighting or traffic signal poles encroach into the curb ramp to be installed, concrete pedestals shall be constructed between finished grade and pole bases.

Removal, disposal and construction of adjacent curb & gutter, spandrel, cross gutter, and 24 in. wide hot mix asphalt paving (C2 PG64-10) over 6 in. thick C.A.B. shall be included. Ramp shall be poured separately from curb and gutter (min. 24hrs after curb and gutter).

The Contractor shall verify, with a “smart level”, that maximum ramp and sidewalk grades do not exceed maximum grades indicated on the project plans, when marking the required saw cut removal limits and when setting the concrete forms, prior to pouring any curb access ramp locations. It shall be the Contractor’s responsibility to supervise and utilize the proper experienced personnel to ensure that the proper saw cut limits are established for all access ramp locations and the Engineer shall not be responsible to direct the Contractor’s crews or otherwise serve in this management capacity.

The Contractor shall be responsible to layout the proposed access ramp to comply with the maximum grades indicated on the project plans. Typical construction tolerances to construct the new access ramp shall not apply and maximum grades indicated on the project plans shall not be exceeded. The Contractor shall be responsible to remove and reconstruct access ramps at his own cost if ramps are deemed non-compliant with the project plans and these Technical Provisions.

Where the type of access ramp includes a retaining curb at the back of access ramp to make up for a difference in elevation between the existing grade and access ramp grade, the construction of said retaining curb shall be considered as part of the access ramp work.

The access ramp construction work shall include all related adjustments of pull boxes, pull box covers, and protection of traffic signal poles and signs that fall within the proposed access ramp construction limits.

Special Note To Contractor:

Prior to constructing a curb ramp where physical site constraints do not allow the access ramp construction to fully meet the requirements/standard plans as indicated on the project plans, the Contractor shall so notify the Engineer for direction in advance of construction.

Curb ramp (modified) shall be per Dwg. ST-18, except concrete spandrel shall be sawcut 6" from curb face and minimum asphalt replacement will be required if any.

Driveways, approach, alley intersection, spandrels and cross gutters construction shall include removal and disposal of interfering structures, objects and soil.

Removal, disposal and construction of adjacent 2-feet wide hot mix asphalt paving (C2 PG64-10) over 6-inch thick C.A.B. shall be included.

Pavers or Brickwork. At the locations where pavers or brickwork exist, no additional compensation will be made for reinstallation. Should pavers or brickwork be damaged during removal, the replacement shall match existing.

The Contractor shall regrade the area at the back of sidewalk where the new sidewalk is constructed at a different grade than existing sidewalk. The graded area shall have a maximum slope of 3:1 and 2% in City parkways. Fill material, if required, for this grading shall be furnished by the Contractor. All landscaping and irrigation in the graded area shall be repaired .

All existing asphalt concrete ramping adjacent to the new sidewalk shall be removed and disposed of by the Contractor.

SECTION 402 – UTILITES

402-2 PROTECTION. The Contractor shall provide coordination with all utility companies involved and shall provide protection from damage to their facilities. The Contractor shall be responsible for repair or replacement to said facilities made necessary by its failure to provide required protection.

The Contractor shall be solely responsible to check all utility record maps, books, and/or other data in the possession of the CITY, other agencies, and/or all utility companies, and no allowance shall be made for any failure to have done so.

The Contractor shall utilize the services of “Underground Service Alert-Southern California” for utility locating in all public right-of-ways by calling 811 or 1-800-227-2600 at least 48 hours prior to any excavation.

Underground lines that are potentially hazardous such as oil company lines, natural gas mains, and electrical conduits will be carefully located by the owner as provided in the Standard Specifications. The Contractor shall take special precautions in determining the precise location and depth of these structures and coordinate work with the utility to ensure that they will not be damaged by its operations.

SECTION 403 – MANHOLE ADJUSTMENT AND RECONSRTUCTION

403-1 GENERAL. Adjustment of utility access openings shall include all work required to set access frames and covers flush with pavement. Adjustment of utility access openings shall be incidental to the associated item of work, and no additional payment will be made therefore.

SECTION 404 – COLD MILLING

404-1 GENERAL. Payment for cold milling pavement shall be according to the square feet of surface approved for milling irrespective of the actual area milled, the depth of milling, the

number of passes required, or the pavement material milled. **There will be no compensation for over milling.**

The City has investigated the street section and determined that pavement section has variable depths of asphalt and Portland cement concrete pavement, however, any presence of pavement fabric, petromat or irregular material shall be included in the bid item price for "cold milling" and no extra payment shall be made.

Areas of distorted pavement shall also be cold milled to a smooth uniform surface.

COLD MILLED AREAS SHALL NOT REMAIN UNPAVED OVER MORE THAN ONE WEEKEND.

NOTE: ON LOCAL RESIDENTIAL STREETS, COLD MILLED AREAS SHALL NOT REMAIN UNPAVED OVER MORE THAN ONE DAY; ALL COLD MILLED AREAS SHALL BE PAVED THE FOLLOWING DAY.

PART 5 – PIPELINE SYSTEM REHABILITATION

PART 6 - TEMPORARY TRAFFIC CONTROL

SECTION 600 - ACCESS

600-1 GENERAL.

600-1.1 Public Convenience and Safety Access. The Contractor shall provide temporary "No Parking" and all other signs which are necessary for the safe and orderly conduct of vehicular traffic as directed by the Engineer and as specified herein. Contractor shall also provide an approval barricaded area in the parking lane for pedestrian traffic during such time as the parkway is unfit to be used for pedestrian traffic.

At such times as driveways are inaccessible due to the Contractor's work, they shall be blocked by two (2) Class II barricades or one (1) Class II barricade and two (2) delineators. Driveways that are ramped or planked for temporary access shall be provided with a barricade or delineator at each side. The Contractor shall give 24-hour notice to affected property owners prior to blocking any driveway.

The Contractor shall provide access for refuse collection on the regularly scheduled days. He shall also facilitate or assist in the collection where such work is hampered by his operations.

600-1.2 Street Closures, Detours, and Barricades. The Contractor shall not close any street within the City of Gardena without first obtaining the approval of the Engineer. Barricading, traffic control and detour diagrams in connection with street closures shall be submitted by the contractor as required by the Engineer.

The Contractor shall provide and install barricades, delineators, warning devices and construction signs in accordance with the California Manual of Temporary Traffic Controls or W.A.T.C.H. Handbook. During adverse weather or unusual traffic or working conditions additional traffic devices shall be placed as directed by the Engineer. All traffic signs and devices shall also conform to the California Manual of Temporary Traffic Controls or W.A.T.C.H. Handbook.

The Contractor shall provide and maintain Type II barricades along excavation edges parallel to the flow of traffic at a maximum spacing of twenty-five feet. Type II barricades mounted with flashers shall be installed around work areas in parkways. Type II barricades shall have alternating reflective orange and reflective white stripes at an angle of 45 degrees. The strip width shall be in accordance with Table 5-1 “Barricade Characteristics” “Manual of Traffic Controls for Construction and Maintenance Work Zones”.

During paving operations, barricades may be supplemented with minimum size eighteen-inch high traffic cones and delineators such that spacing between barricades and/or cones or delineators is no greater than twenty feet. Traffic cones and delineators used within State right-of-way shall be a minimum size of twenty-eight inches high. At all access points such as intersecting streets, alleys and driveways, barricades and/or cones shall be provided at five-foot intervals so as to prevent vehicular access to the paving area. Where access from an intersecting street is prohibited, a “Road Closed” sign shall be provided at the nearest prior intersection. “No Left Turn” signs shall be provided wherever required by the Engineer.

When one-way access from a side street or alley is permitted, barricades and cones shall be provided at five-foot intervals for a distance of fifty feet on either side of the centerline of the intersecting street, or alley.

Should the Contractor fail to furnish a sufficient number of traffic and/or pedestrian safety devices, the Agency will place such necessary items and the Contractor shall be liable to the Agency for providing such devices in accordance with the following provisions:

1. For placing of barricades: $5.00 per barricade for the first day or any part thereof and $2.00 per barricade, per day, for each day thereafter or any part thereof. For flashers: $2.50 per flasher for the first day or any part thereof and $1.00 per flasher, per day, for each day thereafter or any part thereof. For traffic cones: $1.00 per cone for each day or any part thereof.

2. In the event that the services of the Agency are required between the hours of 5:00 P.M. and 8:00 A.M., during the normal week or at any time on Saturday, Sunday or a Agency holiday, there shall be an additional charge to the above set forth minimums of $188.00 for each service trip required.

Contractor shall relocate, preserve and maintain the visibility of all existing signs within the project limits which affect the flow of traffic, as directed by the Engineer. Any signs which are damaged or found to be missing during the course of construction shall be replaced by the Contractor at his expense as directed by the Engineer. All other signs that interfere with the course of work and are not necessary for the safe flow of traffic will be removed and replaced by the Agency. Traffic control signs include Stop Signs, Speed Limit, Parking Restrictions and other regulatory signs.

SECTION 601 – TEMPORARY TRAFFIC CONTROL FOR CONSRTUCTION AND MAINTENANCE WORK ZONES

601-1 GENERAL. A minimum of two (2) lanes (one lane in each direction) shall be maintained at all times for a continuous flow of traffic, except as otherwise approved by the Engineer.

Lane closures shall be allowed between 8:00a.m. and 4:00p.m. only. No traveled lane shall be closed overnight without prior City approval. Access to private property shall be maintained at all times.

"Temporary No Parking" signs shall be posted no more than 100 feet apart at least 72 hours prior to work. The signs shall be mounted on either 1" x 2" X 3' high wood stakes, Type II barricades, or 39-inch high delineators. Signs shall not be posted on trees, traffic signal poles, utility poles, streetlights, or any other street furniture. Signs shall be professionally made of moisture-resistant, heavy duty cardboard or other approved material. "Temporary No Parking" signs shall be maintained by the contractor at all times and shall be approved by the Engineer prior to posting. Cover existing street signs as directed by the Engineer.

"Temporary No Parking" signs shall be implemented for one week only (M-F) at a time. Signs shall be removed and reposted each week as needed and approved by the City.

DURING PAVING OPERATIONS, THE CONTRACTOR SHALL PROVIDE INDIVIDUALS AND EQUIPMENT DESIGNATED TO PERFORM AND MAINTAIN TRAFFIC CONTROL ONLY. The Contractor shall furnish, place and maintain all temporary traffic control devices required for the safe and orderly flow of vehicular and pedestrian traffic during construction. All Traffic control shall conform to the California Manual of Temporary Traffic Controls (California M.U.T.C.D.) or Work Area Traffic Control Handbook (W.A.T.C.H. Handbook).

If traffic control measures are not in conformance with these provisions, the project shall be stopped until conformance is attained to the satisfaction of the Engineer.

At locations where excavations are left open overnight, flashing barricades shall be placed along the excavation at a maximum spacing of 20 feet. A minimum of 3 flashing barricades shall be placed at any one excavation.

Temporary striping will be permitted only on base course and pavement to be overlaid. Temporary pavement markings to be placed on new asphalt shall be spaced at 25 ft maximum and shall be removable without damage to the new overlay. Method of temporary markings shall be submitted to the Engineer for approval at the preconstruction meeting.

The Contractor shall submit and obtain written approval of traffic control plans from the Engineer five (5) working days prior to implementing.

Temporary lane closures shall be allowed during working hours specified in these Technical Provisions. Temporary lane closures maintained beyond the normal working hours may have a negative economic effect on the local residential, commercial/industrial business, and traveling public. Unless the Contractor secures prior written approval from the Engineer to maintain temporary lane closures beyond the working hours allowed, the Engineer may deduct a fee from a progress payment or bond for each temporary lane closure maintained beyond the allowed working hours. The fee will be accessed at a rate of Five Hundred ($500) per each travel lane per each thirty (30) minute interval, or fraction thereof as required by the Engineer. In no event will work be allowed past 5 p.m.

PART 7 – STREET LIGHTING AND TRAFFIC SIGNAL SYSTEMS

SECTION 700 – MATERIALS

700-5 TRAFFIC SIGNAL MATERIALS.

700-5.8 Detectors.

700-5.8.2 Inductive Loop Detectors. Loop detector wire shall be Type 2 and loop detector lead-in cable shall be Type B per Section 86-1.02F of the State of California, Department of Transportation Standard Specifications, and latest edition.

SECTION 701 – CONSTRUCTION

701-13 GENERALWIRES, CONDUCTORS AND CABLES.

701-13.2 Splices. All conductor splicing shall conform to Section 87 of the Standard Specifications of the State of California, latest edition. All detector loop wire and lead-in cable shall be soldered at every splice or connection.

PART 8 – LANDSCAPING AND IRRIGATION

SECTION 801 – INSTALLATION

801-4 PLANTING.

801-4.5 Tree and Shrub Planting. Tree species shall be 24" box (species as noted). Payment for this item shall include the following:

A. All material and work for planting of the tree.
B. One-year maintenance period. If a tree requires replacement within the on year maintenance period, the new tree shall also have a one year maintenance period from the date of acceptance.

Note: City will tag trees prior to installation. Total maximum distance to tag all trees shall be limited to 80 miles roundtrip and 3 locations. Otherwise, trees shall be brought to the City for approval prior to planting. Rejected trees shall be removed from the job site immediately.

801-4.5.1 Tree Removal. Remove and dispose of existing tree, stump and roots are supplemental provisions to Section 300-1.2 and 300-1.3 of the Standard Specifications. Grind roots minimum of 12" from top of grade. Backfill with select material and prepare for P.C.C. construction or tree replacement where shown.

Prior to removal of any tree, the following must be done:

1. Remove all concrete within 20' of the tree marked for removal.
2. Schedule City Parks Division to inspect the tree and roots.
3. Get written approval from Parks Division to remove trees.
4. If Parks Division determines the tree can be saved, reduce tree removal and planting item by one.

801-6 MAINTENANCE AND PLANT ESTABLISHMENT. Maintenance period shall be one year and shall commence after work has been completed and approved by the City of Gardena Council.

All trees shall be guaranteed by the contractor for the maintenance period. Contractor liability shall cover cost of labor, equipment and materials to replace trees of similar size during the covered period.

END OF TECHNICAL PROVISIONS

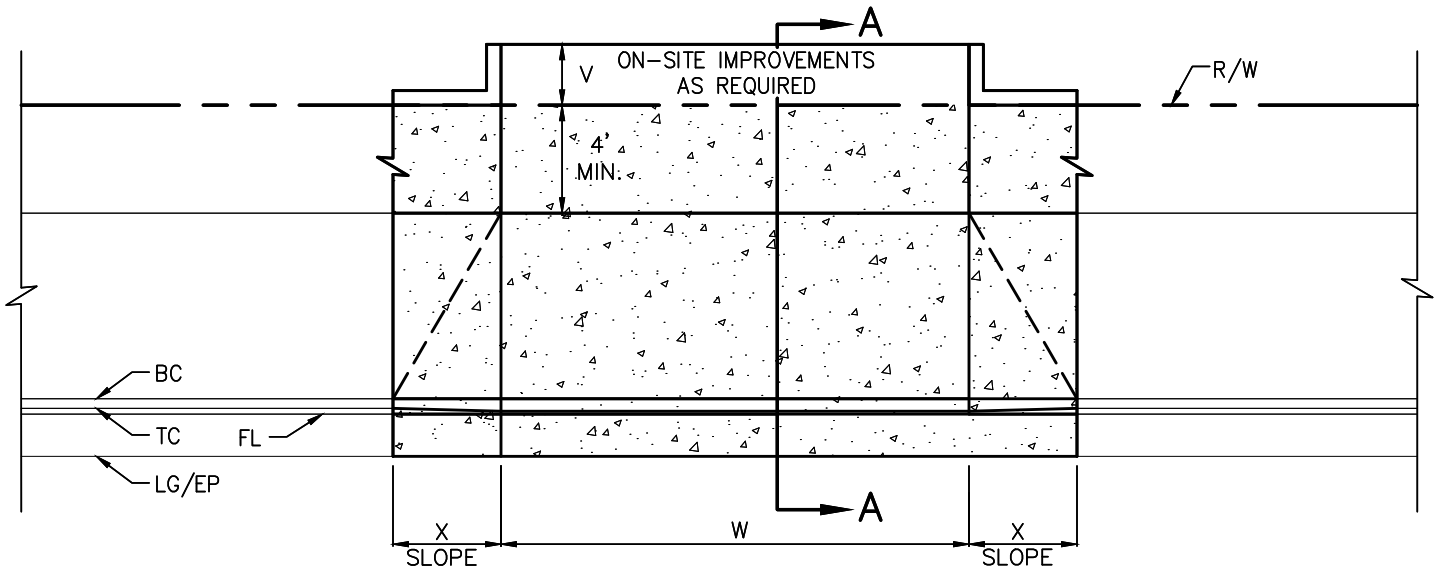
Appendix A
City Standards & Drawing Details

DRIVEWAY POLICY

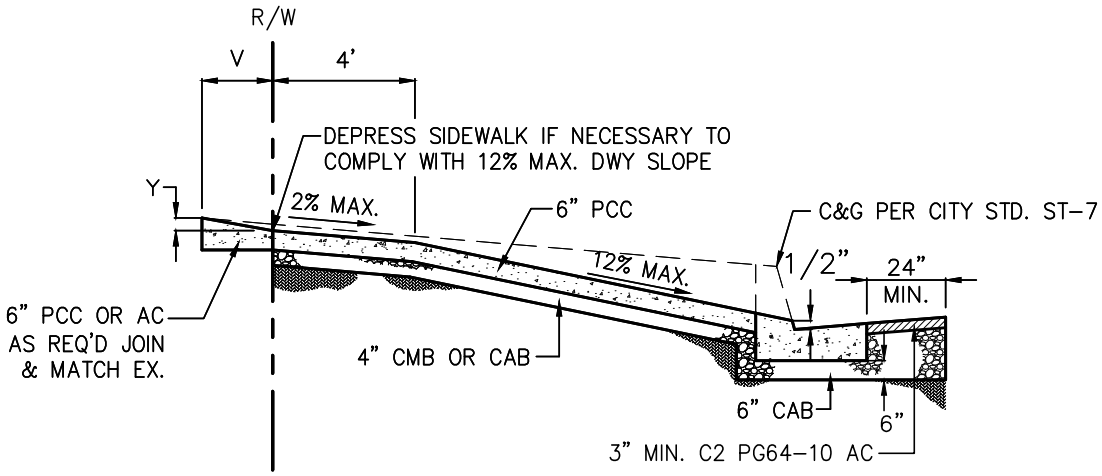
THE FOLLOWING ARE REQUIREMENTS FOR DRIVEWAY CONSTRUCTION IN STREET RIGHT–OF–WAY:

1. NO DRIVEWAY SHALL BE GREATER THAN 60 % OF ANY LOT DIMENSION OR LESS THAN 3.1 METERS (10 FEET) IN WIDTH, EXCLUDING SIDE SLOPES AND RETURNS.
2. NO LESS THAN 6 METERS (20 FEET) OF FULL HEIGHT CURB SHALL EXIST BETWEEN DRIVEWAYS SERVING A SINGLE LOT OR PARCEL.
3. NO LESS THAN 1.2 METERS (4 FEET) OF FULL HEIGHT CURB SHALL EXIST BETWEEN DRIVEWAYS SERVING CONTIGUOUS LOTS OR PARCELS UNLESS A SINGLE DRIVEWAY IS CONSTRUCTED TO SERVE BOTH LOTS OR PARCELS.
4. A SINGLE DRIVEWAY MAY BE CONSTRUCTED TO SERVE CONTIGUOS LOTS OR PARCELS AND SHALL BE NO GREATER THAN 60 % OF THE LOT FRONTAGES IN WIDTH AND SHALL BE CONSTRUCTED WITH AT LEAST 3.1 METERS (10 FEET) OF WIDTH WITHIN THE FRONTAGE OF EACH LOT OR PARCEL, EXCLUDING SIDE SLOPES AND RETURNS.
5. DRIVEWAYS SHALL BE ENCROACH INTO CURB RETURNS.
6. DRIVEWAYS SHALL NOT BE CONSTRUCTED WITHIN 0.9 METER (3 FEET) OF UTILITY POLES OR ANY STRUCTURES.
7. NO DRIVEWAYS SHALL BE CONSTRUCTED OR MAINTAINED AT LOCATION WHERE PHYSICAL FEATURES PROHIBIT VEHICLES FROM PARKING ENTIRELY OFF THE STREET RIGHT–OF–WAY.
8. THE SUM OF ALL DRIVEWAY WIDTHS, EXCLUDING SIDE SLOPES AND RETURNS, SERVING A SINGLE LOT OR PARCEL SHALL BE NO MORE THAN 60 % OF THE FRONTAGE OF THE LOT OR PARCEL.
9. APPLICANTS REQUESTING TO WIDEN THE DRIVEWAY MUST OBTAIN APPROVAL FROM FROM THE CITY'S DEPARTMENT OF COMMUNITY DEVELOPMENT BEFORE AN ENCROACHMENT PERMIT IS ISSUED.

CITY OF GARDENA **DEPARTMENT OF PUBLIC WORKS**			APP. BY: CITY ENGINEER DATE
TITLE: DRIVEWAY POLICY	DESIGNED BY	KK	03/24
	DRAWN BY	NC	03/24
	CHECKED BY	KK	03/24
			DWG. NO. ST–1



PLAN VIEW



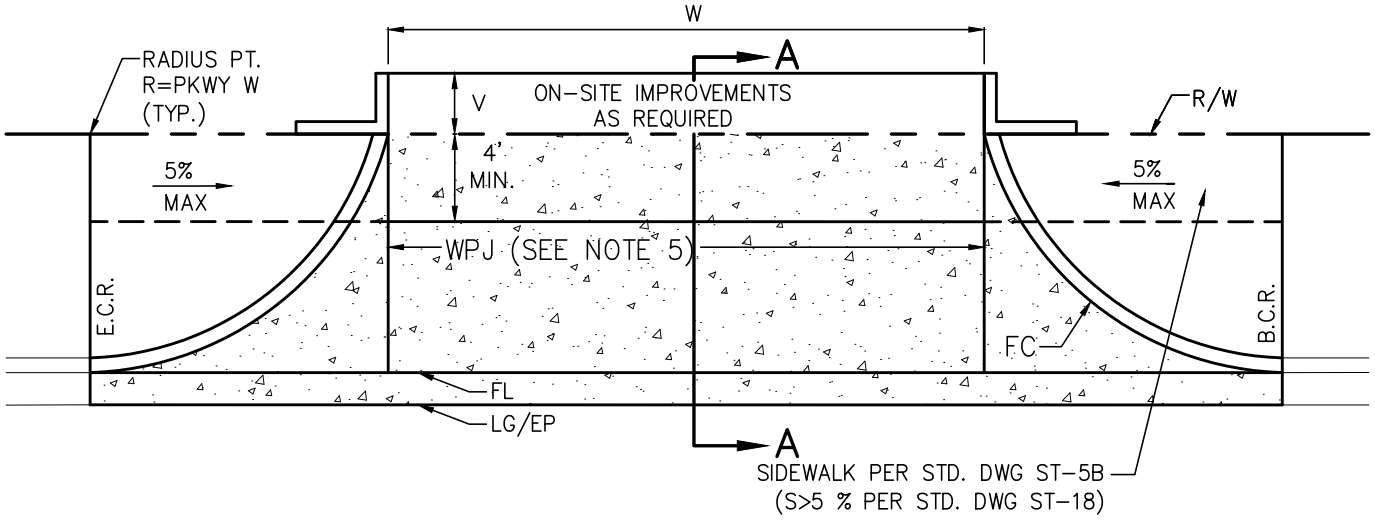
SECTION A–A

NOTES:

1. ALL CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE "SPPWC" LATEST EDITION.
2. PCC SHALL BE 520-C-2500 PER "SPPWC" LATEST EDITION.
3. CAB AND CMB TO 95 % RELATIVE COMPACTION AND 90 % SUBGRADE.
4. EXISTING CONCRETE SHALL BE REMOVED TO THE NEAREST SCOREMARK.
5. DRIVEWAY INSTALLATION SHALL BE IN CONFORMANCE WITH THE DRIVEWAY POLICY OF THE DEPARTMENT OF PUBLIC WORKS (ST-1).
6. COARSE BROOM FINISH ON DRIVEWAY AND FINE HAIR BROOM FINISH ON SIDEWALK.
7. "W"=12' MIN. & 35' MAX. (OR AS APPROVED) AND "X"=3' MIN.
8. "V" DIMENSION SHALL BE 2' MIN. & ESTABLISHED IN FIELD BASED ON "Y" DEPTH REQUIRED (Y=0.30' MAX., ADJUST TO MATCH FIELD CONDITIONS).
9. ASPHALT AND CONCRETE TO BE REMOVED SHALL BE SAWCUT.
10. PLACE WEAKENED PLANE JOINTS (WPJ) EVENLY SPACED AT 10' O.C. MAX.
11. 24" OF ASPHALT TO BE R&R WHEN REPLACING C&G PORTION OF DRIVEWAY.

DWG NTS

CITY OF GARDENA **DEPARTMENT OF PUBLIC WORKS**	APP. BY: CITY ENGINEER DATE			
TITLE: COMMERCIAL DRIVEWAY (TYPE 1A)	DESIGNED BY	KK	03/24	DWG. NO. ST-1A
	DRAWN BY	NC	03/24	
	CHECKED BY	KK	03/24	



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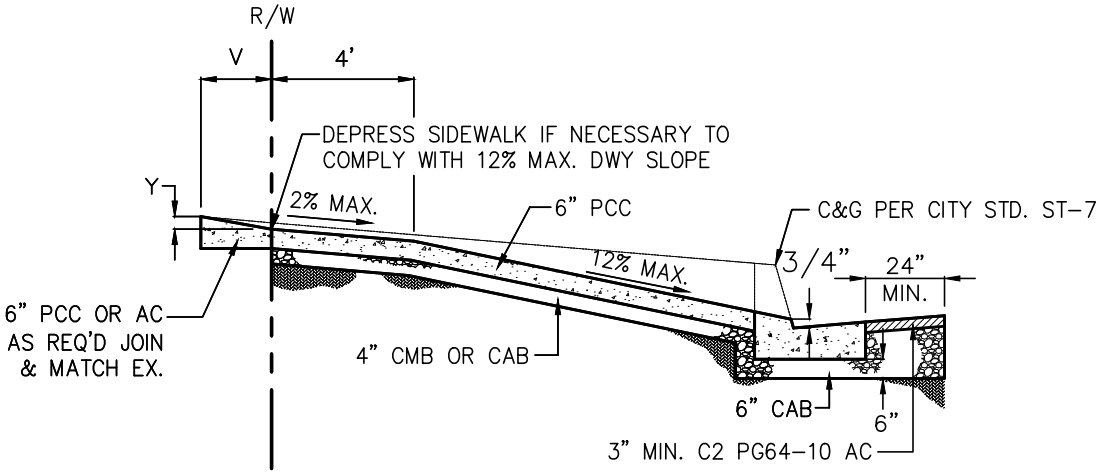


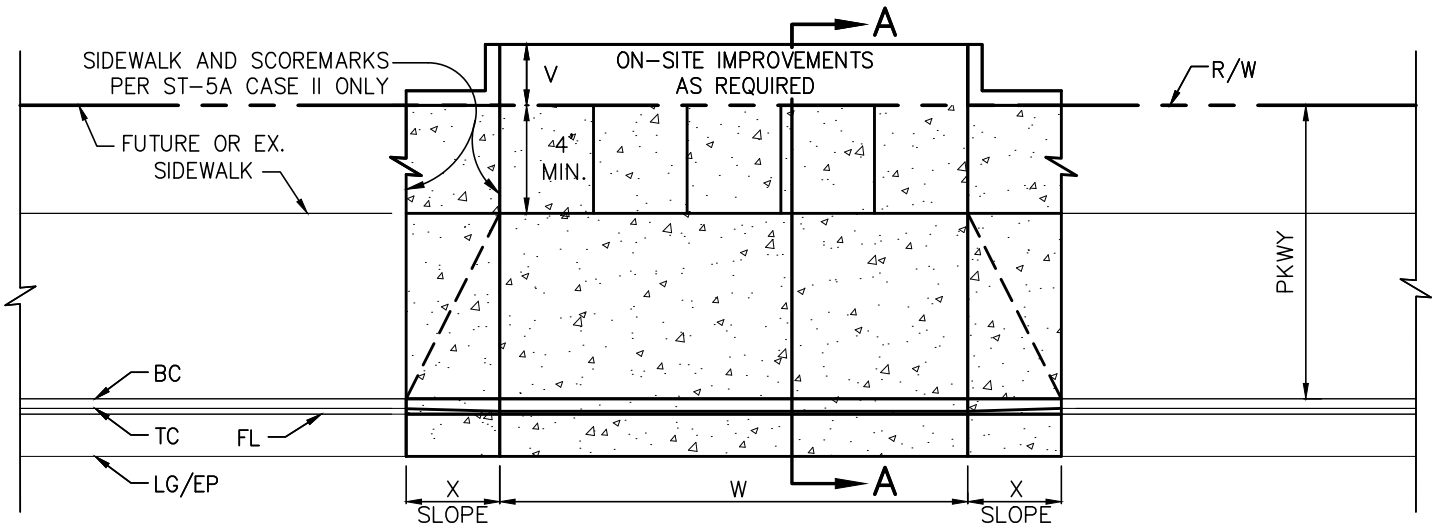
SECTION A-A

NOTES:

1. ALL CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE "SPPWC" LATEST EDITION.
2. PCC SHALL BE 520-C-2500 PER "SPPWC" LATEST EDITION.
3. ASPHALT AND CONCRETE TO BE REMOVED SHALL BE SAWCUT.
4. EXISTING CONCRETE SHALL BE REMOVED TO THE NEAREST SCOREMARK.
5. PLACE WEAKENED PLANE JOINTS (WPJ) EVENLY SPACED AT 10' O.C. MAX.
6. DRIVEWAY INSTALLATION SHALL BE IN CONFORMANCE WITH THE DRIVEWAY POLICY OF THE DEPARTMENT OF PUBLIC WORKS (ST-1).
7. CAB AND CMB TO 95 % RELATIVE COMPACTION AND 90 % SUBGRADE.
8. COARSE BROOM FINISH ON DRIVEWAY AND FINE HAIR BROOM FINISH ON SIDEWALK.
9. "W"=12' MIN. & 35' MAX. (OR AS APPROVED).
10. "V" DIMENSION SHALL BE 2' MIN. & ESTABLISHED IN FIELD BASED ON "Y" DEPTH REQUIRED (Y=0.30' MAX., ADJUST TO MATCH FIELD CONDITIONS).
11. 24" OF ASPHALT TO BE R&R WHEN REPLACING C&G PORTION OF DRIVEWAY.

DWG NTS

CITY OF GARDENA **DEPARTMENT OF PUBLIC WORKS**	APP. BY: CITY ENGINEER DATE			
TITLE: COMMERCIAL DRIVEWAY (TYPE 1B)	DESIGNED BY	KK	03/24	DWG. NO. ST-1B
	DRAWN BY	NC	03/24	
	CHECKED BY	KK	03/24	



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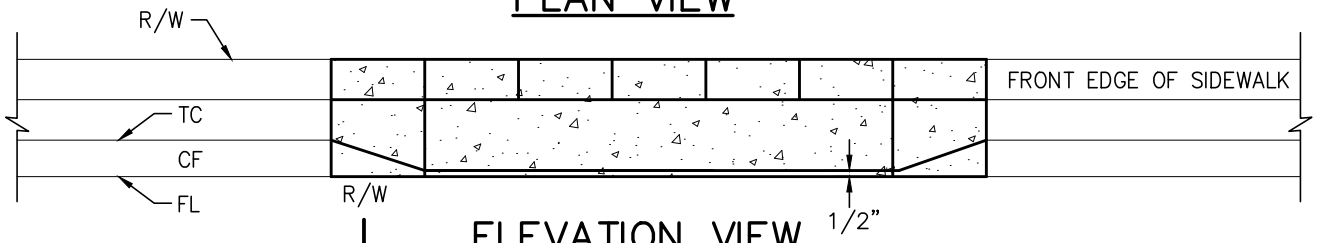
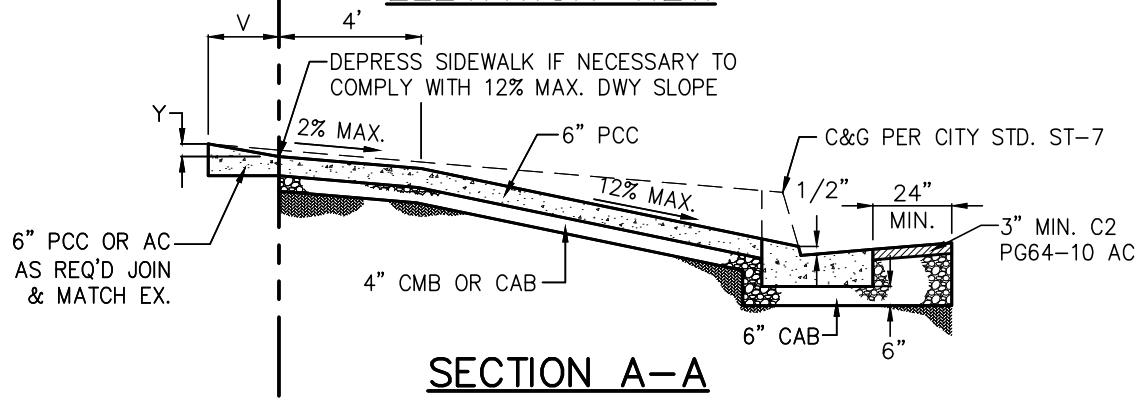


ELEVATION VIEW



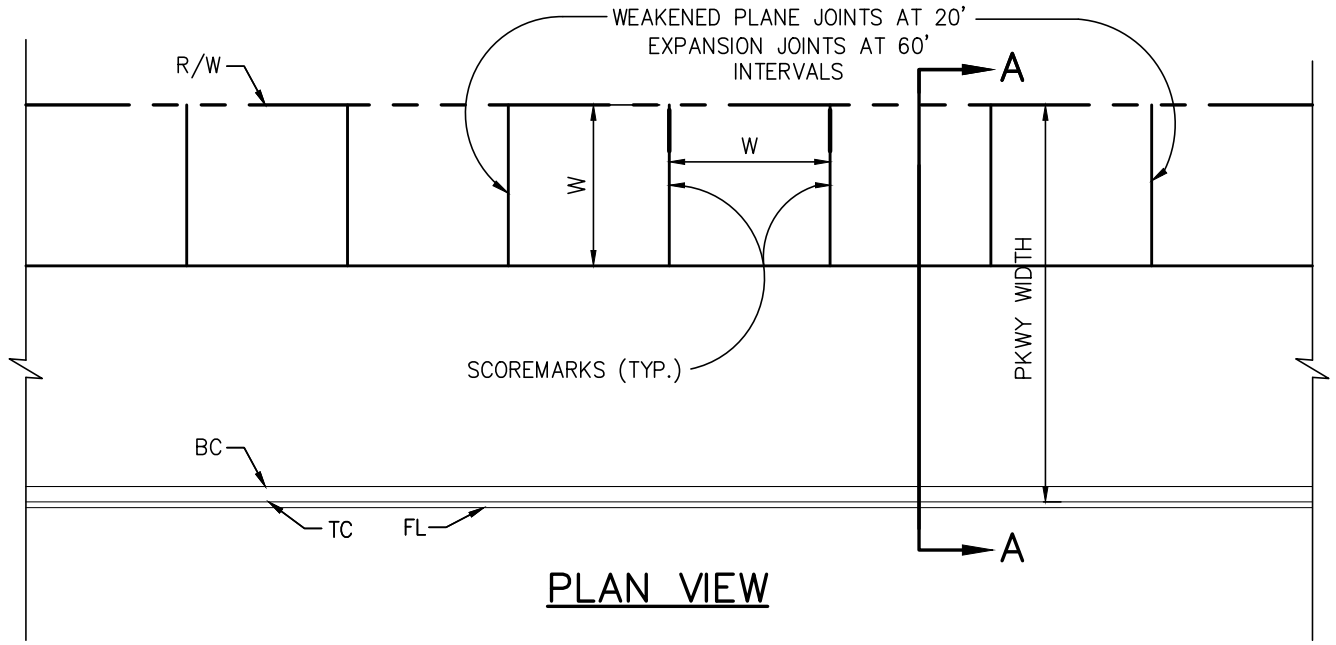
SECTION A-A

NOTES:

1. ALL CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE "SPPWC" LATEST EDITION.
2. PCC SHALL BE 520-C-2500 PER "SPPWC" LATEST EDITION.
3. ASPHALT AND CONCRETE TO BE REMOVED SHALL BE SAWCUT.
4. EX. CONCRETE SHALL BE REMOVED TO THE NEAREST SCOREMARK.
5. PLACE WEAKENED PLANE JOINTS (WPJ) EVENLY SPACED AT 10' O.C. MAX.
6. DWY INSTALLATION SHALL BE IN CONFORMANCE WITH THE DWY POLICY OF THE DEPARTMENT OF PUBLIC WORKS (ST-1).
7. CAB AND CMB TO 95% RELATIVE COMPACTION AND 90% SUBGRADE.
8. COARSE BROOM FINISH ON DRIVEWAY AND FINE HAIR BROOM FINISH ON SIDEWALK.
9. "W"=10' MIN. & 35' MAX. (OR AS APPROVED) AND "X"=3' MIN.
10. "V" DIMENSION SHALL BE 2' MIN. & ESTABLISHED IN FIELD BASED ON "Y" DEPTH REQUIRED (Y=0.30' MAX., ADJUST TO MATCH FIELD CONDITIONS).
11. MIN. 20' OF FULL HEIGHT CURB REQUIRED BETWEEN DRIVEWAYS SERVING THE SAME LOT.
12. SAWCUT EXISTING CURB AT TOP OF "X" FOR JOIN.
13. IT MAY BE NECESSARY FOR APPROACH TO EXTEND ONTO PRIVATE PROPERTY TO INSURE 12% MAX. DRIVEWAY GRADE.
14. 24" OF ASPHALT TO BE R&R WHEN REPLACING C&G PORTION OF DRIVEWAY.

DWG NTS

CITY OF GARDENA **DEPARTMENT OF PUBLIC WORKS**	APP. BY: CITY ENGINEER DATE			
TITLE: RESIDENTIAL DRIVEWAY	DESIGNED BY	KK	03/24	DWG. NO. ST-2
	DRAWN BY	NC	03/24	
	CHECKED BY	KK	03/24	



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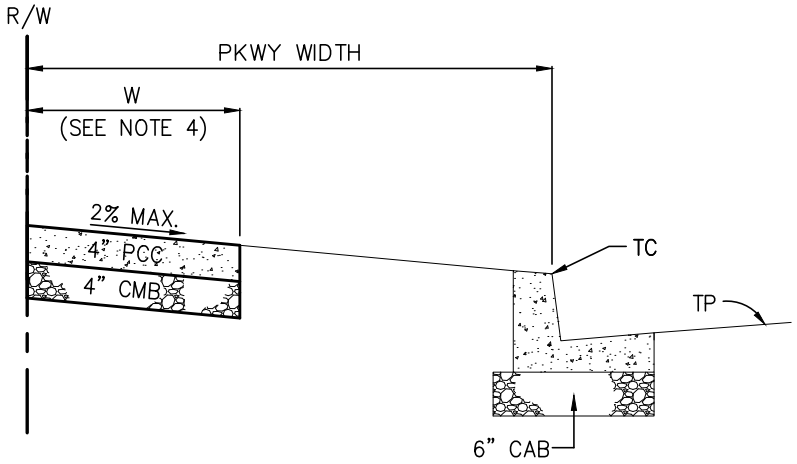


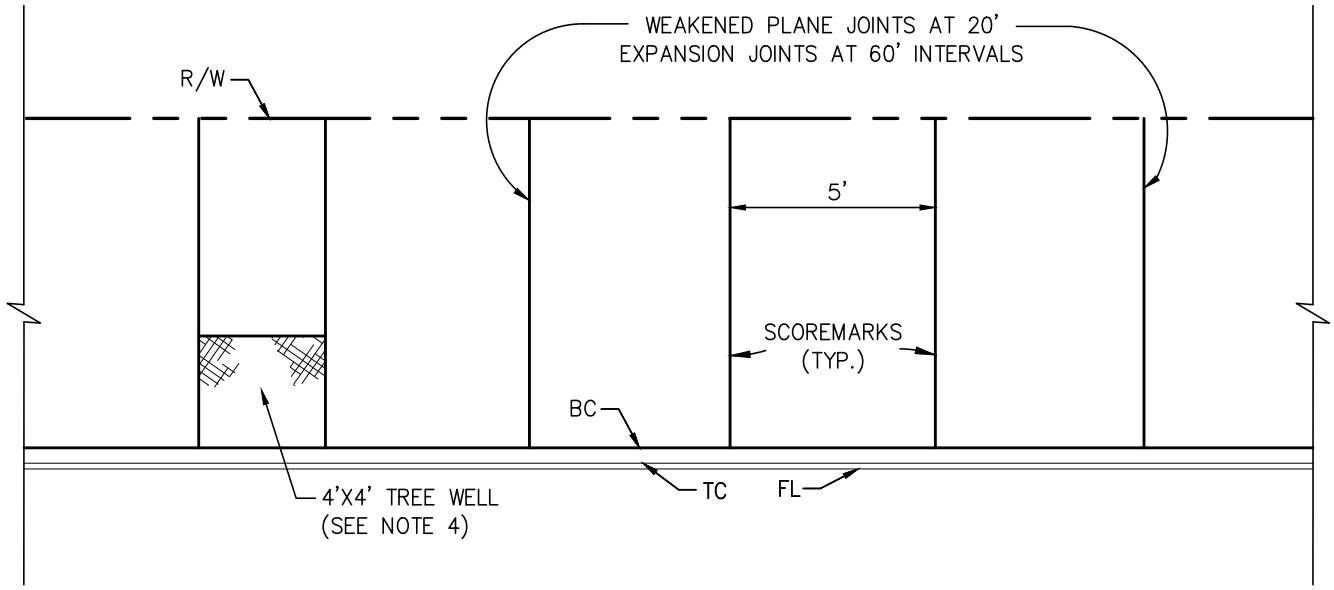
SECTION A–A

NOTES:

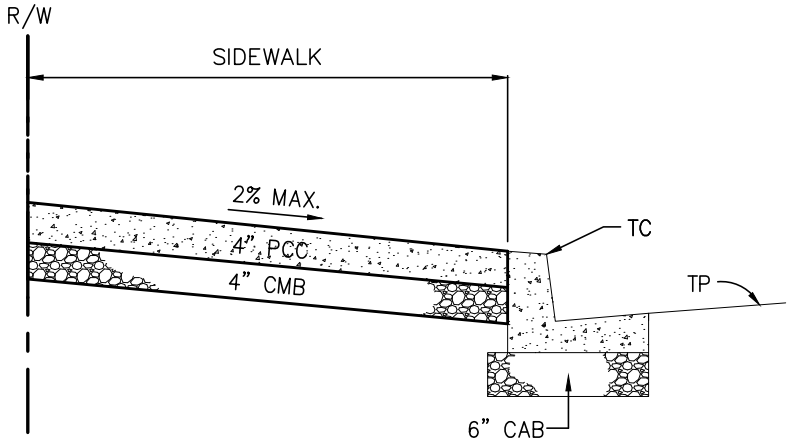
1. ALL CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE "SPPWC" LATEST EDITION.
2. PCC SHALL BE 520–C–2500 PER "SPPWC" LATEST EDITION.
3. EXISTING CONCRETE SHALL BE REMOVED TO THE NEAREST SCOREMARK.
4. BASE SHALL BE CMB AND TO 95% RELATIVE COMPACTION. EX. SIDEWALK REPLACEMENT REQUIRES 90% MIN. COMPACTION ON EX. BASE MATERIAL.
5. "W" SHALL BE A MINIMUM OF 5' ON ARTERIAL & COLLECTOR STREETS, AND A MIN. OF 4' ON LOCAL STREETS.
6. FULL PKWY SIDEWALK, CONSTRUCTED PER STD ST–5B, IS PERMITTED FOR MULTIPLE RESIDENTIAL ZONES WHICH FRONT ON ARTERIAL OR COLLECTOR STREETS.
7. NO SAWCUT ON CONTROL LINES.
8. FINE HAIR BROOM FINISH ON SIDEWALK.
9. NEW SIDEWALKS WILL REQUIRE CMB AND FOR REPLACEMENT OF EXISTING SIDEWALK, RE–COMPACT EXISTING BASE MATERIAL.

DWG NTS

CITY OF GARDENA **DEPARTMENT OF PUBLIC WORKS**	APP. BY: CITY ENGINEER DATE			
TITLE: RESIDENTIAL SIDEWALK	DESIGNED BY	KK	03/24	DWG. NO. ST–5A
	DRAWN BY	NC	03/24	
	CHECKED BY	KK	03/24	



PLAN VIEW



SECTION A–A

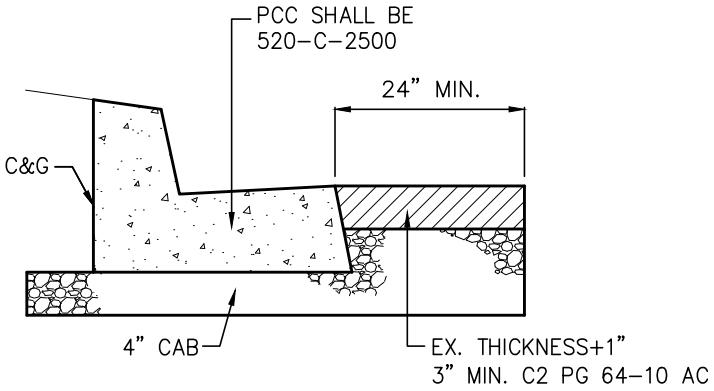
NOTES:

1. ALL CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE "SPPWC" LATEST EDITION.
2. PCC SHALL BE 520–C–2500 PER "SPPWC" LATEST EDITION.
3. EXISTING CONCRETE SHALL BE REMOVED TO THE NEAREST SCOREMARK.
4. BASE SHALL BE CMB AND TO 95% RELATIVE COMPACTION. EX. SIDEWALK REPLACEMENT REQUIRES 90% MIN. COMPACTION ON EX. BASE MATERIAL.
5. TREE WELLS SHALL BE CONSTRUCTED PER STANDARD ST–11 AT 40' INTERVALS LESS THAN 4'x4' TREE WELL TO ACCOMMODATE ADA REQUIREMENTS SHALL BE APPROVED BY THE CITY ENGINEER.
6. FINE HAIR BROOM FINISH ON SIDEWALK.

DWG NTS

CITY OF GARDENA **DEPARTMENT OF PUBLIC WORKS**	APP. BY: CITY ENGINEER		DATE
TITLE: COMMERCIAL SIDEWALK	DESIGNED BY	KK	03/24
	DRAWN BY	NC	03/24
	CHECKED BY	KK	03/24
	DWG. NO.	ST–5B	

FOR CURB AND GUTTER DETAIL
REFER TO THE LATEST SPPWC

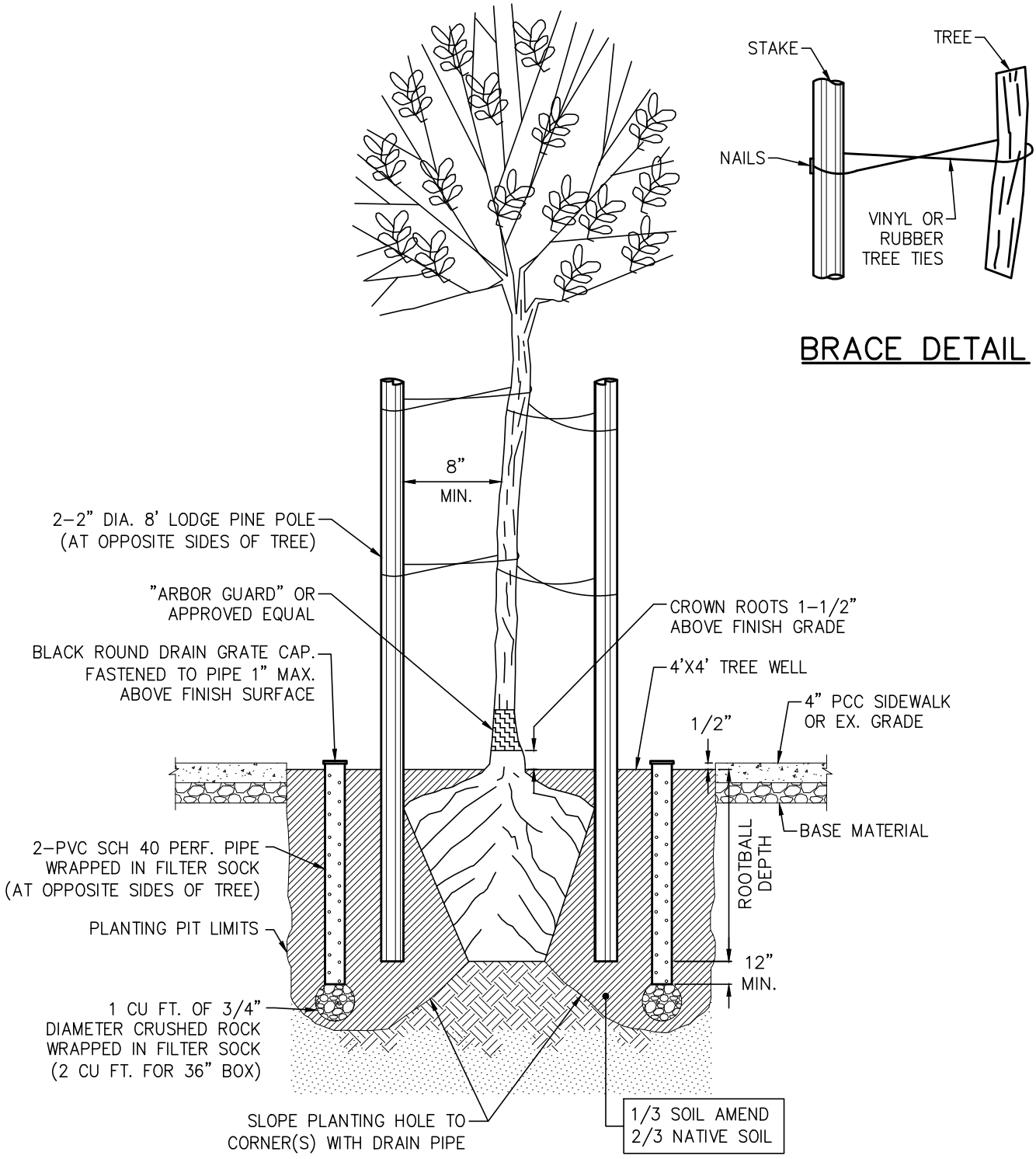


NOTES:

1. 1/2 IN. EXPANSION JOINTS SHALL BE PLACED EVERY 60 FT. WEAKENED PLANE JOINTS PLACED EVERY 20 FT.
2. BASE SHALL BE CRUSHED AGGREGATE BASE (CAB) PER THE "SPPWC" LATEST EDITION.
3. PCC SHALL BE 520-C-2500 PER "SPPWC" LATEST EDITION.
4. MIN. COMPACTION OF 90% ON SUBGRADE AND 95% ON CAB IS REQUIRED.
5. ALL AC AND PCC TO BE REMOVED SHALL BE SAWCUT AT REMOVAL LIMITS. (MIN 5" SAWCUT.)

DWG NTS

CITY OF GARDENA **DEPARTMENT OF PUBLIC WORKS**			APP. BY: CITY ENGINEER	DATE
TITLE: CURB AND GUTTER	DESIGNED BY	KK	03/24	DWG. NO. ST-7
	DRAWN BY	NC	03/24	
	CHECKED BY	KK	03/24	



DWG NTS

CITY OF GARDENA **DEPARTMENT OF PUBLIC WORKS**	APP. BY: CITY ENGINEER DATE			
TITLE: TREE PLANTING DETAIL (FOR TREE WELLS ONLY)	DESIGNED BY	KK	03/24	DWG. NO. ST–11
	DRAWN BY	NC	03/24	
	CHECKED BY	KK	03/24	

JN 527 - PEDESTRIAN SAFETY

FY 2023 - 2024

LOCATION LIST SUMMARY

NO.	ADDRESS	LENGTH	WIDTH	S/W (S.F.)	APCH (S.F.)	CURB & GUTTER (L.F.)	REMOVE TREE (EA.)	PLANT TREE (EA.)	TREE TO BE PLANTED	COMMENTS
1	1736 130th St	20	10	200	200					Sidewalk and Curb 1+" difference COMMERCIAL
2	1705 130th St	10	10	100						Grind and transition
3	1715 130th St	27.6	8.8	242.88						
4	1721 130th St	10.9	9.6	104.64						S/W C&G
5	1622 130th St	43.9	9.3	408.27			1	1		Possible tree removal
6	1600 130th St	7.5	9	67.5						
7	1558 130th St	25.2	9.7	244.44						Panels cracked and lifted by trees
8	1556 130th St	15	9.8	147						Panels cracked and lifted by trees
9	1134 129th St	12.3	4	49.2						RR
10	1140 129th St	45.7	4	182.8						
11	1150 129th St	44.2	4	176.8	104.39					
12	1160 129th St	31.9	4	127.6						
13	1163 129th St	17	4	68						
14	1157 129th St	77.3	4	309.2						towards 1151 129th
15	1147 129th St	64.5	4	258						towards 1141 129th
16	1131 129th St	12.7	4	50.8						
17	12817 Catalina Ave	7.8	4	31.2						
18	13130 Catalina Ave	28.8	4	115.2						
19	13124 Catalina Ave	8.9	4	35.6						
20	13028 Catalina Ave	25.7	4	102.8						
21	13018 Catalina Ave	8.9	4	35.6						
22	12944 Catalina Ave	8	4	32						
23	12912 Catalina Ave	15.9	4	63.6						
24	12927 Berendo Ave	4	4	16						
25	13025 Berendo Ave	10	4	40						
26	13116 Berendo Ave	10.5	4	42						

JN 527 - PEDESTRIAN SAFETY

FY 2023 - 2024

LOCATION LIST SUMMARY

NO.	ADDRESS	LENGTH	WIDTH	S/W (S.F.)	APCH (S.F.)	CURB & GUTTER (L.F.)	REMOVE TREE (EA.)	PLANT TREE (EA.)	TREE TO BE PLANTED	COMMENTS
27	1017 W 130th St	29	4	116						
28	12926 Berendo Ave	19.7	4	78.8						
29	1010 130th St	5	4	20						
30	1031 130th St	10	4	40						
31	1023 131st St	17.3	4	69.2						
32	1018 131st St	17.2	4	68.8						
33	1012 131st St	0	0	0	97.09					
34	1114 132nd St	40	4	160						
35	1115 133rd St	11.4	4	45.6						
36	1116 133rd st	13	4	52						SW Corner
37	13324 New Hampshire Ave	4	4	16						
38	13336 New Hampshire Ave	20	4	80						
39	13436 New Hampshire Ave	16.8	4	67.2						
40	13331 Kansas Ave	32	4	128						
41	13312 Berendo Ave	9.3	4	37.2						
42	13324 Berendo Ave	12.5	4	50						
43	13442 Catalina Ave	34	4	136						
44	1031 132nd St	30	4	120	98					
45	1030 132nd St	28	4	112	98					
46	13101 Van Buren Ave	8	5	40						
47	13631 Van Buren Ave	25	4	100			1	1	Desert Willow	tree removal, replant Desert Willow
48	13603 Van Buren Ave	24	4	96			1	1	Desert Willow	save old tree (prune), if unable, replant with desert willow
49	13610 Mariposa Ave	28	4	112						
50	13603 Mariposa Ave	16	4	64						
51	13606 Mariposa Ave	32	4	128			1	1		tree removal, (no replant pkwy too small)
52	13619 Catalina Ave	0	0	0		18				

JN 527 - PEDESTRIAN SAFETY

FY 2023 - 2024

LOCATION LIST SUMMARY

NO.	ADDRESS	LENGTH	WIDTH	S/W (S.F.)	APCH (S.F.)	CURB & GUTTER (L.F.)	REMOVE TREE (EA.)	PLANT TREE (EA.)	TREE TO BE PLANTED	COMMENTS
53	13800 Budlong Ave	12	4	48						
54	13809 Berendo Ave	20	4	80			1	1	Austrailian Willow	tree removal, replant with austrailian willow
55	13820 Berendo Ave	16	4	64			1	1		tree removal, no replant pkwy too small
56	13629 Berendo Ave	0	0	0	91					
57	1321 140th St	8	4	32	198	16				top priority
58	1317 140th St	23	4	92						
59	14115 Van Buren Ct	22	4	88						141st cross street
60	14114 Deanna Ct	16	4	64						
61	14116 Raymond Ave	8	4	32						
62	14112 Raymond Ave	92	4	368	60					Thru 14104 Raymond Ave, top priority
63	14108 Raymond Ave	0	0	0		8				
64	14113 Raymond Ave	12	4	48						
65	14109 Raymond Ave	12	4	48						

DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

NOTICE OF EXEMPTION

TO: ☐ Office of Planning & Research
1400 Tenth Street
Sacramento, CA 95814

☐ County Clerk / Registrar Recorder
ATTN: Environmental Filings Clerk
12400 East Imperial Highway, Room 1101
Norwalk, CA 90650

Project Title: Pedestrian Safety Improvement 2023/2024, JN 527

Project Location (Specific): Zone 2 - Various Locations

Project Location (City): Gardena **Location (County):** Los Angeles County

Description of nature, purpose and beneficiaries of project: This project will remove and replace existing curb, gutter, sidewalk, and driveways.

Name of public agency approving project: City of Gardena

Name of person or agency carrying out project: City of Gardena

Exempt Status: (Check One)

☐ Ministerial: (P.R.C. Sec. 21080[b][1]; Guidelines Sec. 15268)
☐ Declared Emergency: (P.R.C. Sec. 21080[b][3]; Guidelines Sec. 15269[a])
☐ Emergency Project (P.R.C. Sec. 21080[b][4]; Guidelines Sec. 15269[b][c])
x Categorical Exemption: Section 15301 Class 1, Existing Facilities
☐Other: Guidelines Sec. 15061):

Reason why project is exempt: This project consists of minor alteration of existing public facilities and involves negligible or no expansion of use beyond that previously existing.

Contact person: Matthew Au **Telephone:** 310-217-9529

If filed by applicant:
1. Attach certified document of exempting finding.
2. Has a notice of exemption been filed by the public agency approving the project? ☐ Yes ☐ No

Date received for filing:

8/30/24

CLINT OSORIO Date
Environmental Quality Officer

NOTE: Exempt from Dept. of Fish & Game Wildlife Fee in accordance with de minimis impact finding (735.5[c])

TASHA CERDA, Mayor / RODNEY G. TANAKA, Mayor Pro Tem
MARK E. HENDERSON, Councilmember / PAULETTE C. FRANCIS, Councilmember / WANDA LOVE, Councilmember
MINA SEMENZA, City Clerk / GUY MATO, City Treasurer / CLINT OSORIO, City Manager / CARMEN VASQUEZ, City Attorney

CITY DISTRICTS MAP

DISTRICT 1

DISTRICT 2

DISTRICT 3

DISTRICT 4

DISTRICT 5

DISTRICT 6

NOT TO SCALE

CITY OF GARDENA
FREEWAY CITY
INCORPORATED 1930

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 16.C
Section: DEPARTMENTAL ITEMS - PUBLIC WORKS
Meeting Date: September 10, 2024

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

AGENDA TITLE: Authorization to Purchase 2024 Ford Crew Cab F350 Pickup Truck from Downtown Ford Sacramento in the amount of $69,616.49 and Sell Current 1999 Chevrolet Crew Cab 2500 Pickup Truck at Estimated Residual Value of $3,000 for the Public Works Department

COUNCIL ACTION REQUIRED:

Staff Recommendation: Approve Purchase and Sell Current Vehicle

RECOMMENDATION AND STAFF SUMMARY:

Staff requests that the City Council approve the purchase of the 2024 Ford F350 pickup truck from Downtown Ford Sacramento. This truck will replace the 1999 Chevrolet Crew Cab 2500. The estimated residual value to sell as is, is $3,000. The pickup truck is used on a daily basis for day-to-day operations by the Public Works Department for sewer maintenance operations. The quote received was obtained from the State of California Contract 1-22-23-20F, CLIN 48 that other municipalities have used to negotiate the best prices. Gardena Ordinance No. 1780 and Gardena Purchasing Policy APP-2018-003, Section (B) permit contracts using the Cooperative and "Piggyback" Agreements.

Staff recommends that the City Council approve the purchase of the 2024 Ford F350 pickup truck from Downtown Ford Sacramento in the amount of $69,616.49 and sell the current 1999 Chevrolet Crew Cab 2500 for an estimated residual value of $3,000 (These funds will be credited to the Sewer Fund).

FINANCIAL IMPACT/COST:

Source of Funds: $69,616.49 Sewer Fund- Fiscal Year 2024-2025

ATTACHMENTS:

2024 Ford F350 Quote.pdf

APPROVED:



_____

Clint Osorio, City Manager

DOWNTOWN Ford SACRAMENTO ASW-032724-1515

525 N16TH STREET, SACRAMENTO, CA 95811
PHONE: 916-299-3529

QUOTE

Customer

Name	KEVIN THOMAS - CITY OF GARDENA
Address	1717 WEST 162ND ST
City	GARDENA State CA Zip 90247
Phone	310-217-9657

UPDATED: 4/24/2024

DATE	3/27/2024
SALES REP	AARON
PHONE	916-929-0577
FOB	SACRAMENTO

Qty	Description	Unit Price	TOTAL
1	**2024 FORD F350 REG CAB CHASSIS - 4X2**	$44,734.00	$44,734.00
	STATE OF CALIFORNIA CONTRACT: 1-22-23-20F		
	CLIN: 48		
	EXTERIOR COLOR: WHITE		
OPTIONS			
	PRICING BELOW SUBJECT TO CHANGE		
1	X3E - CHANGE TO SUPERCAB 168" WB / 60" CA	$2,389.00	$2,389.00
1	X4M - 4.30 ELECTRONIC LOCKING AXLE	$0.00	$0.00
1	90L - POWER EQUIPMENT GROUP - STANDARD	$0.00	$0.00
1	18B - RUNNING BOARDS	$445.00	$445.00
1	872 - REAR VIEW CAMERA AND PREP	$415.00	$415.00
1	43C - 110V/ 400W OUTLET	$175.00	$175.00
1	67B - 410 AMP DUAL ALTERNATOR	$115.00	$115.00
1	76C - BACKUP ALARM	$175.00	$175.00
1	512 - SPARE TIRE, WHEEL AND JACK	$350.00	$350.00
1	HARBOR BODY QUOTE # SQ86212	$13,346.24	$13,346.24
1	DOC FEE	$85.00	$85.00
	SALES TAX CALCULATED AT: 10.250%		
	BASED ON REGISTRATION ADDRESS		

SubTotal	$62,229.24
DELIVERY	$1,000.00
SALES TAX	$6,378.50
CA Tire Tax	$8.75
TOTAL	$69,616.49

Pavment Details

- ○ Cash
- ◉ Check
- ○ Credit Card

Name _____
CC # _____
Expires _____

Office Use Only

$500 DISCOUNT WITH PAYMENT IN 20 DAYS

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 16.D
Section: DEPARTMENTAL ITEMS - PUBLIC WORKS
Meeting Date: September 10, 2024

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

AGENDA TITLE: Approve a Cooperative Agreement between the Los Angeles County Department of Public Works and the City of Gardena to share costs for the County Regional Traffic Signal Synchronization Program (TSSP) Project, JN 518, on East Rosecrans Ave.

COUNCIL ACTION REQUIRED:

Staff Recommendation: Authorize the City Manager to Execute the Agreement

RECOMMENDATION AND STAFF SUMMARY:

In an effort to enhance traffic flow, City and LA County desire to modify and synchronize the traffic signals along Rosecrans Ave from Ocean Gate Ave. to Vermont Ave., including a segment within the City of Gardena. The proposed improvements are jurisdictionally shared between the City of Gardena, City of Hawthorne, City of Los Angeles, City of Lawndale, and LA County. The City of Gardena is participating at three intersections (Rosecrans Ave and Gramercy Pl., Rosecrans Ave. and Western Ave, Rosecrans Ave and Normandie Ave.)

The proposed traffic signal synchronization project (TSSP) is being led by the Los Angeles County Department of Public Works. The project will include new or replacement of existing traffic signal poles, mast arms, traffic signal lights, controllers, pull boxes, foundations, loops, traffic signs etc.

The Cooperative Agreement with Los Angeles County Department of Public Works will serve as a mechanism to define the responsibilities and terms for reimbursement for actual share for cost of design, construction, contract administration, and inspection costs associated with the project. This agreement follows the same formant and incorporated the same language as past L.A. County executed cooperative agreements.

Staff respectfully recommends that City Council authorize the City Manager to execute the Cooperative Agreement, in a form approved by the City Attorney, between LA County Department of Public Works and the City of Gardena for the County Regional TSSP Project on Rosecrans Ave (East) TSSP Project, JN 518 in the amount of $332,500.00 and additionally approve 10% contingency.

FINANCIAL IMPACT/COST:

Funding Source : Measure M Local
Budgeted Amount : $400,000
Budgeted Fiscal Year: 2024-2025

ATTACHMENTS:

Rosecrans Ave. TSSP Co-op Funding Agreement.pdf

APPROVED:



_____
Clint Osorio, City Manager

AGREEMENT

THIS AGREEMENT, made and entered into by and between the CITY OF GARDENA a municipal corporation in the County of Los Angeles, hereinafter referred to as CITY, and the COUNTY OF LOS ANGELES, a political subdivision of the State of California (hereinafter referred to as COUNTY):

WITNESSETH

WHEREAS, to assist in the traffic flow, CITY and COUNTY desire to modify and synchronize the traffic signals along Rosecrans Avenue (East) TSSP from Ocean Gate Avenue to Vermont Avenue, a portion of which is within CITY, and which work is hereinafter referred to as PROJECT; and

WHEREAS, the proposed improvements are jurisdictionally shared between CITY, the City of Hawthorne, the City of Los Angeles, the City of Lawndale and COUNTY, and a separate agreement between the City of Lawndale and COUNTY is being executed covering the portions of PROJECT within the City of Lawndale's jurisdictions; and

WHERES, PROJECT is within the shared geographical boundaries of CITY, the City of Hawthorne, the City of Los Angeles, the City of Lawndale and COUNTY; and

WHEREAS, PROJECT is of general interest to CITY, the City of Hawthorne, the City of Los Angeles, the City of Lawndale and COUNTY; and

WHEREAS, CITY and COUNTY previously executed an Agreement on June 20, 2012, to memorialize their understanding regarding their relative rights, obligations, and duties with respect to the County's Traffic Signal Synchronization Program (hereinafter referred to as TSSP Agreement); and

WHEREAS, PROJECT is included in the TSSP Agreement; and

WHEREAS, for the purpose of providing funding for PROJECT, COUNTY, as lead agency, on March 15, 2021, entered into an amended Memorandum of Understanding No. P00F3310 (MOU) with the Los Angeles County Metropolitan Transportation Authority (Metro); and

WHEREAS, COUNTY is willing to utilize and share with CITY the funding provided for in COUNTY/Metro MOU P00F3310 to finance a portion of COST OF PROJECT; and

WHEREAS, COST OF PROJECT includes the COST OF PRELIMINARY ENGINEERING, COST OF CONSTRUCTION CONTRACT, and COST OF CONSTRUCTION ADMINISTRATION; and

WHEREAS, the total COST OF PROJECT is currently estimated to be Two Million Nine Hundred Forty-Nine Thousand Seven Hundred and 00/100 Dollars ($2,949,700.00); and

WHEREAS, under the MOU, Metro will provide to COUNTY a grant (GRANT) of up to a maximum of One Million Six Hundred Fifty-Four Thousand Four Hundred and 00/100 Dollars ($1,654,400.00) for PROJECT; and

WHEREAS, allocation of the METRO grant is currently estimated to be, One Million One Thousand One Hundred and 00/100 Dollars ($1,001,100.00) toward CITY's jurisdictional share, Six Thousand One Hundred and 00/100 Dollars ($6,100) toward COUNTY's jurisdictional share, Fifty-Two Thousand Six Hundred and 00/100 Dollars ($52,600) toward the City of Hawthorne's jurisdictional share, and Five Hundred Ninety-Four Thousand Six Hundred and 00/100 Dollars ($594,600) towards the City of Lawndale's jurisdictional share.

WHEREAS, CITY is willing to finance its jurisdictional share of COST OF PROJECT currently estimated to be, One Million Seven Hundred Fifty Thousand Four Hundred and 00/100 Dollars ($1,750,400) by claiming its share of COUNTY/METRO grant funds, currently estimated to be One Million One Thousand One Hundred and 00/100 Dollars ($1,001,100.00) and contributing other CITY funds in the amount of Three Hundred Thirty-Two Thousand Five Hundred Dollars and 00/100 Dollars ($332,500.00) to finance a portion of the COST OF PROJECT; and

WHEREAS, COUNTY agrees to contribute funds in the amount of Four Hundred Sixteen Thousand Eight Hundred and 00/100 Dollars ($416,800.00) to finance a portion of CITY'S COST OF PROJECT; and

WHEREAS, CITY agrees to contribute funds of Three Hundred Thirty-Two Thousand Five Hundred and 00/100 Dollars ($332,500.00) to finance a portion of the COST OF PROJECT; and

WHEREAS, CITY'S estimated share is the sum of the costs of actual quantities of construction contract items utilized within CITY jurisdiction less the grant amount for grant eligible items plus thirty (30) percent of that for PRELIMINARY ENGINEERING cost, twenty (20) percent of that for CONSTRUCTION ADMINISTRATION cost, twenty (20) percent of that for contingencies, and three and a half (3.5) percent of combined costs of PRELIMINARY ENGINEERING and CONSTRUCTION ADMINISTRATION towards contract city liability trust fund altogether estimated to be One Million Seven Hundred Fifty Thousand Four Hundred and 00/100 Dollars ($1,750,400.00); and

WHEREAS, BASIC TRAFFIC SIGNAL TIMING involves the timing parameters for the general operation of a traffic signal, which typically include, but is not limited to, defining the phases, attributes and timing values for each permitted phase, pedestrian movement, and assigning detection; and

WHEREAS, COORDINATION TRAFFIC SIGNAL TIMING involves the timing parameters that allow multiple traffic signals to be synchronized with each other, which typically include defining coordination cycle lengths, offsets and time of day operations for each traffic signal coordination plan; and

WHEREAS, COUNTY agrees to be responsible to perform or cause to be performed the PRELIMINARY ENGINEERING, solicitation of construction bids and award of CONSTRUCTION CONTRACT, and CONSTRUCTION ADMINISTRATION for PROJECT; and

WHEREAS, COUNTY agrees to be responsible to perform or cause to be performed the equipment and system testing and develop and implement the BASIC TRAFFIC SIGNAL TIMING and COORDINATION TRAFFIC SIGNAL TIMING for PROJECT; and

WHEREAS, such a proposal is authorized and provided for by the provisions of Sections 6500 and 23004, et seq., of the Government Code and Sections 1685 and 1803 of the California Streets and Highways Code.

NOW, THEREFORE, in consideration of the mutual benefits to be derived by CITY and COUNTY and of the promises herein contained, it is hereby agreed as follows:

(1) DEFINITIONS:

a. The term JURISDICTION, as referred to in this AGREEMENT, shall be defined as the area within the jurisdictional boundary of each governmental entity party to this AGREEMENT.

b. PRELIMINARY ENGINEERING, as referred to in this AGREEMENT, shall consist of environmental findings and approvals/permits; design survey; soils report; traffic index and geotechnical investigation; preparation of plans, specifications, and cost estimates; right-of-way engineering; utility engineering; and all other necessary work prior to advertising of PROJECT for construction bids.

c. COST OF CONSTRUCTION CONTRACT, as referred to in this AGREEMENT, shall consist of the actual payments to the construction contractor(s) for PROJECT and the total of all payments to utility companies or contractor(s) for the relocation of facilities necessary for the construction of PROJECT, and the cost of any additional unforeseen work that is necessary for the construction of PROJECT.

d. CONSTRUCTION ADMINISTRATION as referred to in this AGREEMENT shall consist of construction contract administration, construction inspection, materials testing, construction survey, traffic detour, signing and striping, construction engineering, utility relocation

and coordination matters, changes and modifications of plans and specifications for PROJECT necessitated by unforeseen or unforeseeable field conditions encountered during construction of PROJECT, construction contingencies, and all other necessary work after advertising of PROJECT for construction bids to cause PROJECT to be constructed in accordance with said plans and specifications approved by CITY and COUNTY.

e. COST OF PROJECT, as referred to in this AGREEMENT, shall consist of the COST OF CONSTRUCTION CONTRACT and costs of PRELIMINARY ENGINEERING, CONSTRUCTION ADMINISTRATION, BASIC TRAFFIC SIGNAL TIMING, and COORDINATION TRAFFIC SIGNAL TIMING for traffic signals within PROJECT limits, right-of-way acquisition and clearance matters, and all other work and materials necessary to construct PROJECT in accordance with the approved plans and shall include currently effective percentages added to total salaries, wages, and equipment costs to cover overhead, administration, and depreciation in connection with any or all of the aforementioned items.

f. Completion of PROJECT as referred to in this AGREEMENT shall be defined as the date of field acceptance of construction of PROJECT by COUNTY and an electronic notification to CITY'S City Manager that the improvements within CITY'S JURISDICTION are completed and transferred to CITY for purpose of operation and maintenance.

(2) CITY AGREES:

a. To finance CITY'S share of COST OF PROJECT, the actual amount of which is to be determined by a final accounting, pursuant to paragraph (4) d., below.

b. To deposit with COUNTY, following execution of this AGREEMENT and upon demand by COUNTY, CITY funds in the amount of Three Hundred Thirty-Two Thousand Five Hundred Dollars and 00/100 ($332,500.00) hereinafter referred as CITY'S PAYMENT. Said demand will consist of a billing invoice prepared by COUNTY and delivered to CITY.

c. To obtain and grant to COUNTY any necessary temporary right of way within CITY for the construction of PROJECT at no cost to COUNTY.

d. To issue to COUNTY a no-fee permit(s) authorizing COUNTY to construct those portions of PROJECT with CITY highway right of way on condition that the COUNTY'S contractor meets the insurance requirements as required and approved by the CITY's Risk Manager.

e. To cooperate with COUNTY in conducting negotiations with and, where appropriate, issue notices to public utilities and owners of substructure

and overhead facilities regarding the relocation, removal, operation, and maintenance of all surface and underground utilities and facilities, structures, and transportation services, which interfere with the proposed construction. Where utilities have been installed in CITY streets or on CITY property, CITY will provide the necessary right of way for the relocation of those utilities and facilities that interfere with the construction of PROJECT. CITY will take all necessary steps to assist COUNTY in utilizing the City's prior rights over utility companies and owners of substructure and overhead facilities and execute any necessary documentation to temporarily grant, transfer or assign such prior rights to the COUNTY when necessary for the COUNTY to construct and complete the PROJECT. All such prior rights shall revert to the CITY upon completion of the PROJECT.

f. To authorize COUNTY to represent CITY pursuant to this AGREEMENT, in negotiations pertaining to the advertisement of PROJECT for construction bids, award, and administration of the construction contract and in all things necessary and proper to complete PROJECT.

g. Upon completion of PROJECT: (1) to accept full and complete ownership of, and responsibility for, the PROJECT; and (2) to maintain in good condition and at CITY expense all improvements constructed as part of PROJECT within CITY'S JURISDICTION, including the BASIC TRAFFIC SIGNAL TIMING and the COORDINATION TRAFFIC SIGNAL TIMING to support synchronization of traffic signals on Rosecrans Avenue (East).

(3) COUNTY AGREES:

a. To perform or cause to be performed the preliminary engineering, contract administration, construction inspection and engineering, utility engineering and relocation, traffic detour, BASIC TRAFFIC SIGNAL TIMING, TRAFFIC SIGNAL COORDINATION TIMING, and final signing and striping for PROJECT.

b. To act as lead agency, prepare the necessary environmental documents, and make the required environmental findings for PROJECT pursuant to the California Environmental Quality Act.

c. To contribute toward CITY'S share of COST OF PROJECT, currently estimated to be Four Hundred Sixteen Thousand Eight Hundred and 00/100 Dollars ($416,800.00)

d. To submit an invoice to CITY in the amount of Three Hundred Thirty-Two Thousand Five Hundred and 00/100 Dollars ($332,500.00) upon adoption of this AGREEMENT by COUNTY.

e. To obtain CITY'S approval of plans for PROJECT prior to advertising for construction bids.

f. To advertise PROJECT for construction bids, to award and to administer the construction contract, and to act on behalf of CITY in all negotiations pertaining thereto.

g. To administer the design and construction of PROJECT in accordance with all regulations and requirements of Metro relating to the expenditure of Proposition C Local Return funds and Proposition C Twenty-five Percent (25%) Discretionary funds and Memorandum of Understanding No. P00F3310 between COUNTY and Metro. COUNTY'S records for PROJECT shall be open to inspection and subject to audit and reproduction by COUNTY and Metro, or any of their duly authorized representatives, and shall be retained by COUNTY for a period of not less than seven (7) years after final payment to contractor(s) for PROJECT.

h. To ensure that CITY and all officers and employees of CITY are named as additional insured parties under the construction contractor's(s') Contractor's General Liability and automobile insurance policies.

i. To furnish to CITY, within one hundred eighty (180) calendar days after final Board acceptance of PROJECT, a final accounting of the actual CITY'S share of COST OF PROJECT including an itemization of actual unit costs and actual contract quantities, as specified in paragraph (3) a., above.

j. To perform or cause to be performed the equipment and system testing and to develop and implement the BASIC TRAFFIC SIGNAL TIMING and COORDINATION TRAFFIC SIGNAL TIMING for the PROJECT.

k. To return any unexpended CITY funds if COUNTY fails to complete all or a portion of PROJECT within CITY'S JURISDICTION.

(4) IT IS MUTUALLY UNDERSTOOD AND AGREED AS FOLLOWS:

a. Nothing in this AGREEMENT is intended to alter TSSP Agreement.

b. The financial obligations of COUNTY pursuant to this AGREEMENT are conditional upon COUNTY obtaining reimbursement from Metro pursuant to Memorandum of Understanding No. P00F3310 between COUNTY and Metro. If COUNTY and/or Metro fails to provide its financial contribution, then COUNTY shall refund CITY'S payment within ninety (90) calendar days after notice from Metro to COUNTY that Metro funds are not available.

c. The final accounting of the actual total COST OF PROJECT shall allocate said total cost between CITY and COUNTY based on the previously agreed upon improvements and/or work completed. Thus, the cost of all work or improvements (including all engineering, administration, and all other costs incidental to PROJECT work), previously agreed upon as CITY'S share of the COST OF PROJECT, shall be borne by CITY. The cost of all work or improvements (including all engineering, administration, and all other costs incidental to PROJECT work), previously agreed upon as COUNTY'S share of the COST OF PROJECT, shall be borne by COUNTY.

d. That if at final accounting CITY'S share of COST OF PROJECT exceeds CITY'S PAYMENT, as set forth in paragraph (2) a., above, CITY shall pay to COUNTY the additional amount upon demand. Said demand shall consist of a billing invoice prepared by COUNTY. Conversely, if the CITY'S share is less than CITY'S PAYMENT, COUNTY shall refund the difference to CITY without further action by CITY.

e. That if CITY'S PAYMENT, as set forth in paragraph (2) a., above is not delivered to COUNTY office, which is described on the billing invoice prepared by COUNTY within sixty (60) calendar days after the date of said invoice, notwithstanding the provisions of Government Code Section 907, COUNTY may satisfy such indebtedness, including interest thereon, from any funds of CITY on deposit with COUNTY after giving notice to CITY of COUNTY'S intention to do so.

f. CITY shall review the final accounting invoice prepared by COUNTY and report in writing any discrepancies to COUNTY within sixty (60) calendar days after the date of said invoice. Undisputed charges shall be paid by CITY to COUNTY within sixty (60) calendar days after the date of said invoice. COUNTY shall review all disputed charges and submit a written justification detailing the basis for those charges within sixty (60) calendar days of receipt of CITY'S written report. CITY shall then make payment of the previously disputed charges or submit justification for nonpayment within sixty (60) calendar days after the date of COUNTY'S written justification.

g. COUNTY at any time may, at its sole discretion, designate an alternative payment mailing address and an alternative schedule for payment of CITY funds if applicable. CITY shall be notified of such changes by invoice prepared by COUNTY and delivered to CITY.

h. During construction of PROJECT, COUNTY shall furnish an inspector or other representative to perform the functions of an inspector. CITY may also furnish, at no cost to COUNTY, an inspector or other representative to inspect construction of the PROJECT. CITY shall have no obligation to inspect the PROJECT and no liability shall be attributable as a result of CITY'S inspection or failure to inspect. Said

inspectors shall cooperate and consult with each other, but the orders of COUNTY inspector to the contractor or any other person in charge of construction shall prevail and be final, and COUNTY inspector shall be responsible for the proper inspection of PROJECT as needed.

i. This AGREEMENT may be amended or modified only by mutual written consent of COUNTY and CITY. Amendments and modifications of a nonmaterial nature may be made by the mutual written consent of the parties.

j. Any correspondence, communication, or contact concerning this AGREEMENT shall be directed to the following:

CITY: Mr. Clint Osorio
City Manager
City of Gardena
1700 W 162nd St.
Gardena, CA 90247

COUNTY: Mr. Mark Pestrella
Director of Public Works
Los Angeles County Public Works
P.O. Box 1460
Alhambra, CA 91802-1460

k. COUNTY and CITY acknowledge and recognize that the improvements contemplated by this AGREEMENT provide significant regional and local benefits with respect to reducing traffic congestion. COUNTY and CITY further acknowledge and recognize that the cost of defending claims and lawsuit arising from the improvements contemplated by this AGREEMENT is paid for by public monies and both parties share an interest in reducing the amount of public monies spent on defending claims and lawsuits where possible without prejudicing their respective defenses.

l. In the event that a claim lawsuit is brought against COUNTY and CITY based on the allegation that the design, construction, maintenance, or operation of the improvements constructed under this AGREEMENT proximately caused injuries or damage, COUNTY and CITY agree to cooperate as much as possible with respect to defending the claim or lawsuit without causing prejudice to their respective defenses to the claim or lawsuit. Upon receipt of the claim or lawsuit, the COUNTY and CITY, through their respective agents if appropriate, shall promptly investigate the matter. COUNTY and CITY shall then meet and confer promptly regarding whether a joint defense is appropriate or if one party should tender its defense and indemnification to the other party.

m. Neither COUNTY nor any officer or employee of COUNTY shall be responsible for any damage or liability occurring by reason of any act or omission on the part of CITY under or in connection with any work, authority, or jurisdiction delegated to, assumed by, or determined to be the responsibility of CITY under this AGREEMENT. It is also understood and agreed that, pursuant to Government Code, Section 895.4, CITY shall fully indemnify, defend, and hold COUNTY harmless from any liability imposed for injury (as defined by Government Code, Section 810.8) occurring by reason of any act or omission on the part of CITY under or in connection with any work, authority, or jurisdiction delegated to or determined to be the responsibility of CITY under this AGREEMENT. Where liability for injury (as defined by Government Code, Section 810.8) is sought to be imposed under Section 830, et seq., of the Government Code for a dangerous condition of property owned by or under the control of CITY, CITY shall fully defend, indemnify, and hold COUNTY harmless from any and all liability arising from such dangerous condition.

n. Neither CITY nor any officer or employee of CITY shall be responsible for any damage or liability occurring by reason of any act or omission on the part of COUNTY under or in connection with any work, authority, or jurisdiction delegated to or determined to be the responsibility of COUNTY under this AGREEMENT. It is also understood and agreed that, pursuant to Government Code, Section 895.4, COUNTY shall fully indemnify, defend, and hold CITY harmless from any liability imposed for injury (as defined by Government Code, Section 810.8) occurring by reason of any act or omission on the part of COUNTY under or in connection with any work, authority, or jurisdiction delegated to or determined to be the responsibility of COUNTY under this AGREEMENT.

o. It is understood and agreed that the provisions of Assumption of Liability Agreement No. 33585 between CITY and COUNTY, adopted by the Board of Supervisors on December 27, 1977, and currently in effect, are inapplicable to this AGREEMENT.

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IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed by their respective officers, duly authorized, by the CITY OF GARDENA on _____, 2024, and by the COUNTY OF LOS ANGELES on _____, 2024.

COUNTY OF LOS ANGELES

By_____
Director of Public Works

APPROVED AS TO FORM:

DAWYN R. HARRISON
Acting County Counsel

By_____
Deputy

CITY OF GARDENA

By_____
City Manager

ATTEST:

By _____
City Clerk

APPROVED AS TO FORM:

By_____
City Attorney

P:\tpppub\RP\Prop C\PROJECTS\Rosecrans Av (East)-Ocean Gate Av-Vermont Av (TSM0010255)\ADV\Companion BL Contract B\TSSP Funding Co-op Agreement_Gardena.docx

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 16.E
Section: DEPARTMENTAL ITEMS - PUBLIC WORKS
Meeting Date: September 10, 2024

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

AGENDA TITLE: Approve On-Call Professional Services for General Civil Engineering Design, Construction Management and Inspection, Traffic Engineering, Architecture and Landscape Architecture, Geotechnical Engineering/Geology and Material Testing, and Staff Augmentation.

COUNCIL ACTION REQUIRED:

Staff Recommendations: Approve On-Call Professional Consultants for As-Needed Services

RECOMMENDATION AND STAFF SUMMARY:

The City of Gardena is experiencing an unprecedented level of activity in its Capital Improvement Program, with a record-high CIP budget of $71.5M and 44 projects. Additionally, the City has been averaging over 1,000 plan check reviews and encroachment permits in the public right-of-way annually for the past three years. The current on-call Professional Services Agreements, approved by the City Council in 2019 with various firms, are set to expire in September 2024.

Various on-call professional services are essential to support the City's efforts in completing budgeted CIP projects, which include parks, facility remodels, feasibility studies, traffic analysis, specialized soil testing and inspections, and roadway infrastructure, including underground pipes. Utilizing consultants provides the departments with the flexibility needed to address the diverse requirements of these projects with minimal internal staffing, while also leveraging the consultants' specialized expertise.

Typically, procuring a specific consultant agreement from issuing the initial Request for Proposals (RFP) to obtaining Council approval and executing the contract can take several months. This process includes not only developing the RFP but also fulfilling all contract agreement requirements, including insurance, which also requires considerable time. To streamline this process, many local agencies have adopted the use of on-call consultants, which is also acceptable method by the Caltrans.

On-call contracts for professional services are an effective means to secure engineering, architecture, and other professional expertise, ensuring that CIP projects and studies are completed in a timely and cost-effective manner. The City can engage consultants individually

for each specific scope of work or utilize the list as prequalified consultants and obtain proposals. Attached for review are the active insurance details and an on-call Professional Services Agreement (PSA). This agreement, along with the consultant's fee schedule, will be executed for each selected firm. However, as these agreements are for on-call, as-needed services, there is no guarantee of work for any firm.

On May 9, 2024, the Public Works Department issued a Request for Qualifications (RFQ, See Attached), which was advertised on the City's website and in IMS publication for public sector/government RFPs/RFQs. Fifty-seven Statements of Qualifications (SOQs) were received by June 13, 2024. The SOQs were reviewed and evaluated by the Director of Public Works and the Assistant Director of Public Works based on the following eight major criteria:

1. Presentation and Content (5%)
2. Project Manager's Experience (5%)
3. Familiarity/Experience with the Local Region (5%)
4. Qualification of All Team Members (20%)
5. Team Resources and Availability (30%)
6. Relevant Project Experience (20%)
7. References (5%)
8. Fee Schedule (10%)

Each criterion was scored on a scale of 0-100 and ranked according to the highest average score. Unlike construction contracts, where the award goes to the lowest responsible bidder, professional service contracts are awarded to qualified firms based on their overall qualifications and reasonable fee structures.

Staff respectfully recommends that the City Council:
1) Approve the following top-rated firms to provide as-needed professional services in six categories for a duration of three years, with an option for staff to extend the contract for an additional two years if the consultants perform satisfactorily:

- General Civil Engineering Design (10 out of total 18 firms selected) – Cannon Corporation; Onward Engineering; TAIT & Associates, Inc.; PSOMAS; NV5, Inc.: DMS Consultants, Inc.; Kreuzer Consulting Group., David Evans and Associates, Inc.; AZTEC Engineering Group, Inc.; and John M. Cruikshank Consultants, Inc.
- Construction Management and Inspection (5 out of total 10 firms selected) – Anser Advisory Management, LLC; PSOMAS; Onward Engineering; Cannon Corporation; and TRANSTECH Engineers, Inc.
- Traffic Engineering (5 out of total 12 firms selected) – Hartzog & Crabill, Inc.; JMDiaz, Inc.; TJKM Transportation Consultants; David Evans and Associates, Inc.; Iteris, Inc.
- Architecture and Landscape Architecture (5 out of total 9 firms selected) – Architerra Design Group; BGB Design Group; IDS Group; BREEN Design Group; VERDE DESIGN, Inc.
- Geotechnical Engineering, Geology and Material Testing (3 out of total 5 firms selected)

– Terracon Consultant, Inc.; NV5, Inc.; Ninyo & Moore, Inc.

- Staff Augmentation (3 out of total 3 firms selected) – Project Partners, Inc., Kimley-Horn and Associates, Inc., and Transtech Engineers, Inc.

2) Authorize the City Manager to approve contract amounts up to $100,000 per each project in each category during the on-call contract term. Any services exceeding this amount will be agendized for Council review.

FINANCIAL IMPACT/COST:

The consultants will be used on an as-needed basis, and costs associated with CIP projects will be charged directly to those projects.

ATTACHMENTS:

Consultant Agreement_Anser Advisory Management.pdf
Consultant Agreement_Architerra Design Group.pdf
Consultant Agreement_AZTEC.pdf
Consultant Agreement_BGB Design Group.pdf
Consultant Agreement_BREEN Design Group.pdf
Consultant Agreement_Cannon Corporation.pdf
Consultant Agreement_David Evans and Associates.pdf
Consultant Agreement_DMS Consultants.pdf
Consultant Agreement_Hartzog and Crabill.pdf
Consultant Agreement_IDS Group.pdf
Consultant Agreement_Iteris.pdf
Consultant Agreement_JMDiaz.pdf
Consultant Agreement_John M. Cruikshank Consultants.pdf
Consultant Agreement_Kimley-Horn and Associates.pdf
Consultant Agreement_Kreuzer Consulting Group.pdf
Consultant Agreement_Ninyo and Moore.pdf
Consultant Agreement_NV5.pdf
Consultant Agreement_Onward Engineering.pdf
Consultant Agreement_Project Partners.pdf
Consultant Agreement_PSOMAS.pdf
Consultant Agreement_TAIT and Associates.pdf
Consultant Agreement_Terracon Consultants.pdf
Consultant Agreement_TJKM Transportation Consultants.pdf
Consultant Agreement_Transtech Engineers.pdf
Consultant Agreement_Verde Design.pdf

APPROVED:



_____

Clint Osorio, City Manager

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH
ANSER ADVISORY MANAGEMENT, LLC

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **Anser Advisory Management, LLC,** a CA Limited Liability Company ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - Construction Management and Inspection

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9, 2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in

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progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently

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and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall

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comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	Anser Advisory Management, LLC 300 Spectrum Center Dr, 14th Floor Irvine, CA 92618 Attn: Tyson Atwood Senior Vice President

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – Anser Advisory Management, LLC

Tyson Atwood
_____
Name

Sign: Tyson Atwood
Title: Senior Vice President

Craig Halvorson
_____
Name

Sign: Craig Halvorson
Title: Secretary

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference**.** In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:
City of Gardena
1700 West 162nd Street
Gardena, California 90247
Attn: Allan Rigg
Director of Public Works

To Consultant:
XYZ
Address
XXXX, CA #####
Attn: Name
Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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ANSER ADVISORY

Part of **Accenture**

CITY OF GARDENA

REQUEST FOR QUALIFICATIONS (RFQ)



GENERAL ON-CALL PROFESSIONAL SERVICES: CONSTRUCTION MANAGEMENT AND INSPECTION

JUNE 13, 2024

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June 13, 2024

Kevin Kwak, Assistant Public Works Director
City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778

ANSER ADVISORY

Part of **Accenture**

RE: REQUEST FOR QUALIFICATIONS FOR GENERAL ON-CALL PROFESSIONAL SERVICES: CONSTRUCTION MANAGEMENT AND INSPECTION

Dear Mr. Kwak,

We at Anser Advisory Management, LLC, dba Anser Advisory (Anser), part of Accenture, are pleased to respond to the City of Gardena's Request for Qualifications for the **Construction Management and Inspection Services** category. Having serviced the City of Gardena through our legacy firm, Wallace & Associates, our team fully understands and appreciates the unique characteristics of the Gardena community. We appreciate and support the City's mission to maintain and continually improve the safety and aesthetics of City streets, facilities, parks, medians, and City equipment at the highest level possible and the lowest possible cost. We also recognize that the City's goal is to provide for the continual maintenance and improvement of its physical infrastructure and facilities and quality engineering services.

With many of our staff and team members residing within the South Bay, we are highly invested in the ongoing success of the Gardena community. Our proposed team of experts has been brought together to best meet the City's diverse needs in response to the anticipated projects. Our team specializes in offering tailored services that support public works projects, from the initial design phase to project closure, handling every task and deliverable along the way. Having provided on-call services to many similar municipalities and public agencies throughout southern California over our 28-plus-year history, we pride ourselves on delivering readily available resources in the form of trained and certified personnel, a full range of comprehensive support services, specialized expertise, and meticulous financial compliance resources. Our team's combined experience, coupled with a deep understanding of best practices in coordinating diverse, complex, simultaneously occurring projects, translates into significant benefits to the City during the execution of your projects.

Given our history with the City of Gardena under Wallace & Associates, providing construction management and inspection services for the City's Vermont Avenue Traffic Signal Upgrade, 170th Street Improvement Project, Fire Station 158 Roof Replacement, and Gardena Transit Facility Remodel, we are highly knowledgeable about the City's procedures, preferences, and stakeholders. In addition to our history with the City, we have worked with Golden State Water Company (GSWC) on a Small Meter Replacement Project. Our proposed construction management and inspection team looks forward to continuing to contribute in productive and meaningful ways to your important work ahead. We leverage years of individual project and on-call experience servicing numerous southern California municipalities and public clients, including the City of Gardena. We value this opportunity to continue collaborating and supporting the City in executing your Capital Improvement Program.

As Senior Vice President of Anser Advisory Management, LLC, I certify that the information in the proposal is truthful, accurate, and complete at the time of submittal. Additionally, I have the authority to negotiate any agreements with the City of Gardena and bind Anser to the terms of the RFQ. Anser accepts the City's standard Professional Services Agreement and insurance requirements included within the Agreement provided in Appendix A of the RFQ. We acknowledge receipt of Addendum 01 dated June 4, 2024. We thank you for your time and consideration of our submission and look forward to further engaging with the City on this important endeavor.

Sincerely,

Tyson Atwood, PE, QSD
Senior Vice President
1003 E. 4th Place, 8th Floor
Los Angeles, CA 90013
Tyson.atwood@anseradvisory.com
805.459.768797

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2. Firm Qualifications and Experience

Who We Are



Anser Advisory is a national construction management and program advisory firm that offers solutions to our clients' capital program challenges. Anser supports clients in several public works infrastructure markets, including municipal, aviation, ports, transportation, education, and energy. Our service begins with the early phase of strategic organizational and program planning and continues through managing the tactical execution of each project or initiative. We operate locally from Los Angeles, Irvine, Palm Desert, and San Diego. We have a diverse and talented staff of professionals nationwide, including management consultants, estimators, schedulers, financial analysts, procurement specialists, system configuration specialists, architects, engineers, construction managers, certified professional accountants, and construction auditors.

Anser Advisory announced in August 2023 that it would sign an agreement to join Accenture, one of the world's leading consulting firms. We are extremely excited about the opportunities combining Anser's capital project/program/construction management expertise with Accenture's broad-based professional services expertise will provide our clients moving forward. There are no anticipated organizational or staffing impacts that would result from the closing of this transaction, and it will not affect our daily operations or the City.

Managing the City's On-Call Contract

The Anser team is ready whenever and wherever you need us. With our extensive experience managing resources for various agency on-call contracts, we recognize that services of this nature may range from full-time to intermittent support. Additionally, we understand that the nature of the request may be on short notice. The Anser team has a deep bench of qualified professionals that are ready to provide the City with resources for any project, no matter the size, and within a moment's notice. Anser is prepared to deliver highly trained and energetic engineers and inspectors to complete the City projects on time, within budget, and of the highest quality.

When Anser is called on by the City to assemble a project team, we will present both our approach to successfully complete the project along with the resumes of multiple staff capable of executing the project. We will present only resumes of qualified candidates for the specific needs of the project. When assembling a team, our Contract Manager, Tyson Atwood, and Lead Project Manager, Adam Hunt, will internally meet with multiple candidates to vet and select the most qualified for the proposed project.

What Sets Us Apart

- We're detail-oriented: From the moment Anser is brought on board with any project, we are extremely thorough in reviewing all project documentation. Contract documents, constructability reviews, project correspondence, meeting minutes, responses to submittals and RFIs, or any other correspondence will be precise and clear to all stakeholders while providing direction or guidance.
- We're cutting edge: Anser has been a leader in promoting new tools and programs to help make projects easier for Anser to manage, and our clients to access information. Programs like Virtual Project Office (VPO) and Bluebeam make tracking and documenting project correspondence, submittals, RFIs, change orders, as-builts, etc., easier.
- We're focused: We provide only advisory, compliance, and management services (we are not designers of record or at-risk construction managers). This focused approach allows us to invest in fully developing industry-leading services, invest in our staff, and manage and deliver projects without creating the potential for conflicts or competing interests.
- We're innovative: Although we have deep experience and mature project delivery methods, we continually work to design processes and solutions tailored to our clients' unique challenges.
- We engage for impact: We understand that people build projects, and our work impacts our people and communities. As such, we are an engaged organization focused on positively impacting our communities' economic, social, and environmental aspects. In the event that one of our neighbors has concerns over a current project, Anser staff is the first to contact the neighbor to investigate and ease the resident's worries.



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ANSER ENGAGES

On the recent Center Greens Park Improvements Project in the City of Anaheim, Senior Construction Manager Adam Hunt was notified by a colleague that one of the residents in Anaheim was affected by adjacent sports lighting shining into his window during the day. Adam immediately contacted the neighbor and set up a meeting that afternoon to resolve the neighbor's concerns. That night, the lighting from the sports area was adjusted to prevent light from shining into the neighbor's house. Within 24 hours of being notified about the concern, Anser contacted and resolved the issue alongside the community member to ensure he was not negatively affected by recent community improvements.

What We Deliver

Ensuring the successful completion of a project is the paramount goal of the Anser construction management approach, as it represents the realization of the City's expected goals and objectives. Our construction managers employ proven project management tools to accomplish project tasks and achieve these goals.

Upon selection, award of a contract, and issuance of an NTP, our assigned project manager may refine project planning, enhancing the scope of services. This may include the development of a comprehensive work breakdown structure (WBS) that establishes (1) responsibility for work assignments, (2) planning and budgets, (3) performance measurements, and (4) communication.

As a management tool enabling effective project tracking, a defined work structure accomplishes the following:

- Organizes all the work described in the scope of work and facilitates proper planning of the approach.
- Assigning specific responsibilities reflects the work to be accomplished and how it will be managed and performed.
- Allows project management flexibility to meet the specific objectives of each base item deliverable.
- Facilitates planning, budgeting, and scheduling.
- Sets attainable performance measurements.
- Facilitates timely communication and information reporting.

Our construction management team has developed and implemented efficient construction management information systems (CMIS) for contract administration and control of our past and current projects.

FREQUENCY	ITEM
Daily	Correspondence and Documentation, Correspondence Backup and Retrieval, Submittals, RFIs, RFPs, Time and Material Work, Daily Inspection Reports and CM Diary, As-Built Drawings, Photo and Video
Weekly	Three-Week Look-Ahead Schedule, Weekly Statement of Working Days, PLA and Labor Compliance Reports
Monthly	Master Project Schedule, Master Project Budget, Progress Payments, Change Order Processing, As-Built Drawings
As-Needed	Survey and Inspection Requests
Per Occurrence	Contractor, Vendor, Visitor

Quality Assurance/Quality Control

Anser will administer a program of QA/QC procedures for producing quality work and shall effectively manage and control the outcome. Specific procedures shall include, but shall not be limited to, coordination, cost control, checking, reviewing, and scheduling the work. Anser will provide a quality check of all construction calculations, change order drawings, survey notes, specifications, construction cost opinions, and reports.



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Anser's Quality Control Program starts at home. Anser's QC approach includes hiring only professional, experienced engineers, project managers, construction managers, and construction inspectors. Our project team members have worked for years for various southern California city public works departments, water departments, utility agencies, engineering consulting firms, and contractors. Many have current licenses, registrations, and certifications verifying their credentials and training. All have been successfully vetted and confirmed by the municipal and State Public Agency System rigors, and specific knowledge of the process and system has been brought to each project. Anser then adds our well-established project controls and documents file structure system and implements it with our office engineers and construction coordination specialists to provide continuity, consistency, instant accessibility, and data availability to the City.

On every Anser project, critical QC information is gathered by the Anser project team each working day and compiled into a tracking matrix. This information is then conveyed weekly to the City's Project Manager and the contractor at the Weekly Project Progress Meeting. This guarantees that all QC issues are discussed with both parties weekly, and the resulting information is documented, tracked, assessed, and distributed to the City and the contractor throughout the project. This method verifies that every week, all parties are aware of the issues, informed in writing, and therefore responsible for the outcome of the project QC issues at hand.

Our Subconsultants

We do not anticipate using subconsultants for this contract. Based on our team's depth of resources, we anticipate providing all required resources for work under this contract.

Grant Funding

Our team has provided grant services for over 25 years and continues to do so successfully for governmental entities. Our processes and methodologies are industry-leading practices recognized by the Government Accountability Office (GAO) for our work in compliance testing on cost-recovery and grant reimbursement efforts. We will support the City and its staff in tracking all costs associated with its applications for funding allocations and lead the effort in establishing an efficient, effective grant management program that benefits the City and sub-recipients. This requires strategic planning, process development, quality assurance, compliance reviews, detailed documentation, and seamless cost-tracking and reporting processes. It also requires assistance with understanding and properly applying grant guidance, reviewing applications for sub-awards, and assisting with financial and documentation reconciliation activities and other related services, as requested by the City.

Not only do we understand the front-end of planning and funding management required, but we also understand the complexities and details that come with a successful project and program implementation. A successful project begins with having the right staff to develop and manage the project process. Our team is here to provide top-tier visioning and management for the entirety of the City's grant funding plan. We are proud of our team's accomplishments alongside our clients and are confident that we can successfully deliver the services requested by the City.

3. Key Personnel and Experience

TYSON ATWOOD, PE, QSD

PRINCIPAL-IN-CHARGE



Education

- BS, Civil Engineering

Licenses/Certifications

- CA Professional Engineer #71514
- SWPPP #01243
- AQMD Coachella Valley Fugitive Dust Control, #CV1907-008280-8321

For over 20 years, Tyson has worked in the construction industry, managing increasingly complex projects and managing multiple projects over $100 million in construction value. He has a diverse background managing projects in the municipal, transportation, aviation, energy, and water/wastewater industries. Tyson's focus has been working with federal funds, and he is an expert in administering projects utilizing the Caltrans Local Assistance Procedures Manual (LAPM). He is highly experienced with the Caltrans Standard Specifications and "Greenbook." Tyson is forward-thinking and has also worked on several innovative projects that have advanced technology and automated workflows to increase team efficiencies. Tyson's communication skills as a Project Manager allow complete transparency between the project teams and the agency's project manager, so the team knows all project and personnel issues and solutions. Tyson sets high expectations for his teams to put the agency and the public first in all decision-making for the greater good of the project.

Relevant Project Experience:

- **City Of Palm Desert, On-Call Construction Management Services**
- **City of Long Beach, On-Call Construction Management Services**
- **Coachella Valley Association of Governments (CVAG), CV Link Multi-Modal Transportation Facility Coachella Valley, CA**
- **City Of Menifee, CIP 21-04 Quail Valley Fire Station No. 5, Menifee, CA**

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ADAM HUNT, CCM, QSP, ASSOCIATE DBIA

LEAD PROJECT MANAGER



Education

- BS, Construction Engineering Management

Licenses/Certifications

- Qualified SWPPP Practioner (QSP), #23094
- CMAA Certified Construction Manager (CCM) #4395
- Associate DBIA Professional (Assoc. DBIA),

Adam has over 15 years of experience in construction management on projects from inception to close-out for various heavy civil and vertical construction projects. Adam possesses the organizational, critical thinking, technical, and team-building skills required to manage and coordinate all construction projects under his supervision. Adam provides daily communication and oversight, tracking and/or approval of all project records and correspondence, such as payment applications, change orders, RFIs, submittals, schedules/schedule updates, meetings/meeting minutes, monthly reports, invoicing, constructability reviews, and as-built drawings.

Relevant Project Experience:

- City of Signal Hill, Signal Hill Library, Signal Hill, CA
- City of Anaheim, Center Greens Park Improvements, Anaheim, CA
- City of Anaheim, Brookhurst Teen Center, Anaheim, CA
- Orange County Waste and Recycling – North & Central Region Landfills, Orange County, CA
- Colton Sanitary Landfill, Final Closure, Colton, CA
- City of Signal Hill, Signal Hill Police Station and Emergency Operations Center, Signal Hill, CA

JEFF SCHIPPERS, CCM

CONSTRUCTION MANAGER



Education

- MBA, University of Redlands
- BS, Business Management; University of Redlands

Licenses/Certifications

- Certified Construction Manager (CCM) #7651

Jeff has over 30 years of construction engineering experience in project management, construction management, and contracting for public works, private development, and large public facilities. He has a diverse background in streamlining construction management approaches, implementing new systems, managing diverse personnel, training/mentoring staff, and achieving the highest safety, productivity, and profitability. Jeff is adept at resolving complex construction issues and can operate effectively within the framework of a large public agency structure. He has extensive experience managing subconsultants, designers, materials testing, surveying, and other resources needed to manage a major public works project. Jeff brings experience with state and local government agencies, environmental regulatory agencies, public utility companies, and private utilities. As the owner's representative, he has managed very large projects up to $200M range with both new and remodeled facilities, including the Anaheim Convention Center Expansion, San Diego Convention Center Expansion, and public works headquarters for the City of Corona Police, Fire, Utility and Public Works.

Relevant Project Experience:

- City of Gardena, LA County Fire Department Station 158 Roof Replacement, Gardena, CA
- City of Gardena, G-Trans Dispatch Remodel, Gardena, CA
- CIP Projects, City of Corona Department of Water and Power, Corona, CA
  - Police Department Headquarters and Jail Facility
  - Emergency Operations Center
  - Fire Department Headquarters
  - Community Center



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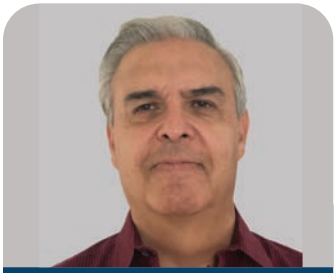
CESAR RAMIREZ

CONSTRUCTION INSPECTOR



Education

- BSCE, Santo Tomas de Aquino University

Licenses/Certifications

- Water Distribution D1

Cesar is a Civil Engineering professional with over 28 years of construction and inspection expertise, as well as budgeting, planning, inspection, and staff management experience. He is versatile and capable of providing inspection for every type of construction and has spent most of his career on projects throughout southern California. Cesar's experience includes numerous CIP projects, including traffic signal upgrades, landscape, street and roadway rehabilitation, water and sewer lines, wells, pressure-reducing stations, and parks. His roadway experience includes rubberized asphalt, cement paving, base paving, recycled asphalt base, aggregate base, lime-treated and cement-treated base, medians, and intersections. He is well versed in Caltrans, Greenbook, and other regulatory standards, plus he understands the recordkeeping requirements and tasks to comply with the various state and federal funding requirements.

Relevant Project Experience:

- City of Gardena, Vermont Avenue Traffic Signal Upgrade Project, Gardena, CA
- City of Gardena, 170th Street Improvement Project, Gardena, CA
- Golden State Water Company (GSWC) Small Meter Replacement Project, Gardena, Lawndale, Compton, CA
- City of Corona, FY 18/19 Citywide Paving Program, Corona, CA
- City of Corona, Community Facilities District (CFD) 2001-1 Landscape Renovations, Corona, CA
- City of Garden Grove, Euclid Street/Garden Grove Blvd/Woodbury Avenue Rehabilitations and Palmwood Sidewalks, Garden Grove, CA

TONY GATOFF, CCM, ASSOCIATE DBIA

CONSTRUCTION MANAGER



Education

- BS, Construction Engineering Management

Licenses/Certifications

- Certified Construction Manager (CCM), #4738
- Associate DBIA Professional (Assoc. DBIA), #1141951
- Certified Construction Management Association of America (CMAA) Instructor

Tony has over 22 years of construction management experience, delivering successful multi-million-dollar projects from inception to completion with a proven track record of managing all aspects of budget, schedules, scope, and quality. He has demonstrated progressive experience in construction management through leadership skills, communication skills, contract administration, project controls, and making critical decisions during challenges so that risk is controlled and ultimately adds benefit to the project outcome. He also demonstrates industry knowledge of public contract codes, building codes, and regulations. He can execute technical procedures in an organized manner, generating and building relationships and coordinating with owners, clients, architects, engineers, public agencies, utility agencies, and contractors. Tony's experience with design-bid-build public agency projects includes libraries, essential service facilities (police stations, fire stations, and emergency communications and operations centers), landfill programs, port utility projects, parking facilities, street construction, street utilities, and airport facilities.

Relevant Project Experience:

- City of Signal Hill, Signal Hill Police Station and Emergency Operations Center, Signal Hill, CA
- Anaheim Transportation Network, Administrative Headquarters and Electric Bus Charging Facility and Maintenance Yard, Anaheim, CA
- City of Anaheim, Constructability Review for Fire Station No. 4 and 12, Anaheim, CA
- Orange County Fire Authority, Fire Station No. 17, Cypress, CA
- Frank R. Bowerman Landfill, Improvement Projects for Orange County Waste and Recycling, Irvine, CA
- County of Santa Barbara, Tajiguas Sanitary Landfill, Phase 3 Part 2 Partial Final Closure and Groundwater Protection System Phase III, Santa Barbara County, CA

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STEPHEN MUTCH, PE, CCM, ASSOC. DBIA, QSD

CONSTRUCTION MANAGER



Education
- BS, Civil Engineering

Licenses/Certifications
- Certified Construction Manager (CCM), Construction Management Association of America (CMAA), #2384
- Registered Civil Engineer, California, #66757
- Qualified SWPPP Developer (QSD), #01240

Stephen has more than 34 years of broad civil, program and construction management and regulatory and environmental experience for various types and sizes of public agency capital improvement projects. His broad civil experience includes vertical building, heavy horizontal, and underground utility projects, piers, ports and essential facilities and systems. Clients rely on his expertise in permitting, project commissioning, stakeholder and third-party coordination, and environmental compliance. His regulatory and environmental experience includes working with the California Department of Fish and Wildlife, Regional Water Quality Control Board, Air Quality Management District, Cal DHS, Army Corp of Engineers, and Coastal Commission.

Relevant Project Experience:

- City of Signal Hill, Signal Hill Police Station and Emergency Operations Center, Signal Hill, CA
- City of Long Beach, As-Needed Project Management, Construction Management, Public Works Inspections and Job Order Contracting Program Support, Long Beach, CA
- San Gabriel Valley Council Of Governments, Diamond Bar Golf Course Renovation Project, Diamond Bar, CA
- City of Seal Beach, Seal Beach Tennis and Pickleball Renovation Project and Pier Renovation, Seal Beach, CA
- City of Huntington Beach, Program Management, CA
- City of Anaheim, Sustainability Education Center, Anaheim, CA
- City of Signal Hill, Signal Hill Library, Signal Hill, CA

LUCAS RATHE, PE, QSD

CONSTRUCTION MANAGER



Education
- BS, Civil Engineering
- BA, Mathematics

Licenses/Certifications
- CA Professional Engineer #76273
- Qualified SWPPP Developer #21590

Lucas is a multi-disciplined resident engineer and project manager who possesses the experience, lessons learned, and communication skills to lead and manage any construction project. Regardless of the cost, scope or complexity, Lucas implements the fundamentals of construction management to maintain safety, quality, schedule and compliance on any project. These fundamentals are rooted in communication and decision making for what is best for the project to move forward to maintain schedule, reduce risk, and maintain budget. Lucas' expertise is in federally-funded transportation projects with Caltrans Local Assistance oversight. He understands that document control and following the process of the Local Assistance Procedures Manual (LAPM) or Caltrans Construction Manual is paramount for Caltrans or local agencies to maintain their level of funding. As a result, the quality of the final product complies with the specified standards and always meets or exceeds the expectations of the communities where the projects are built.

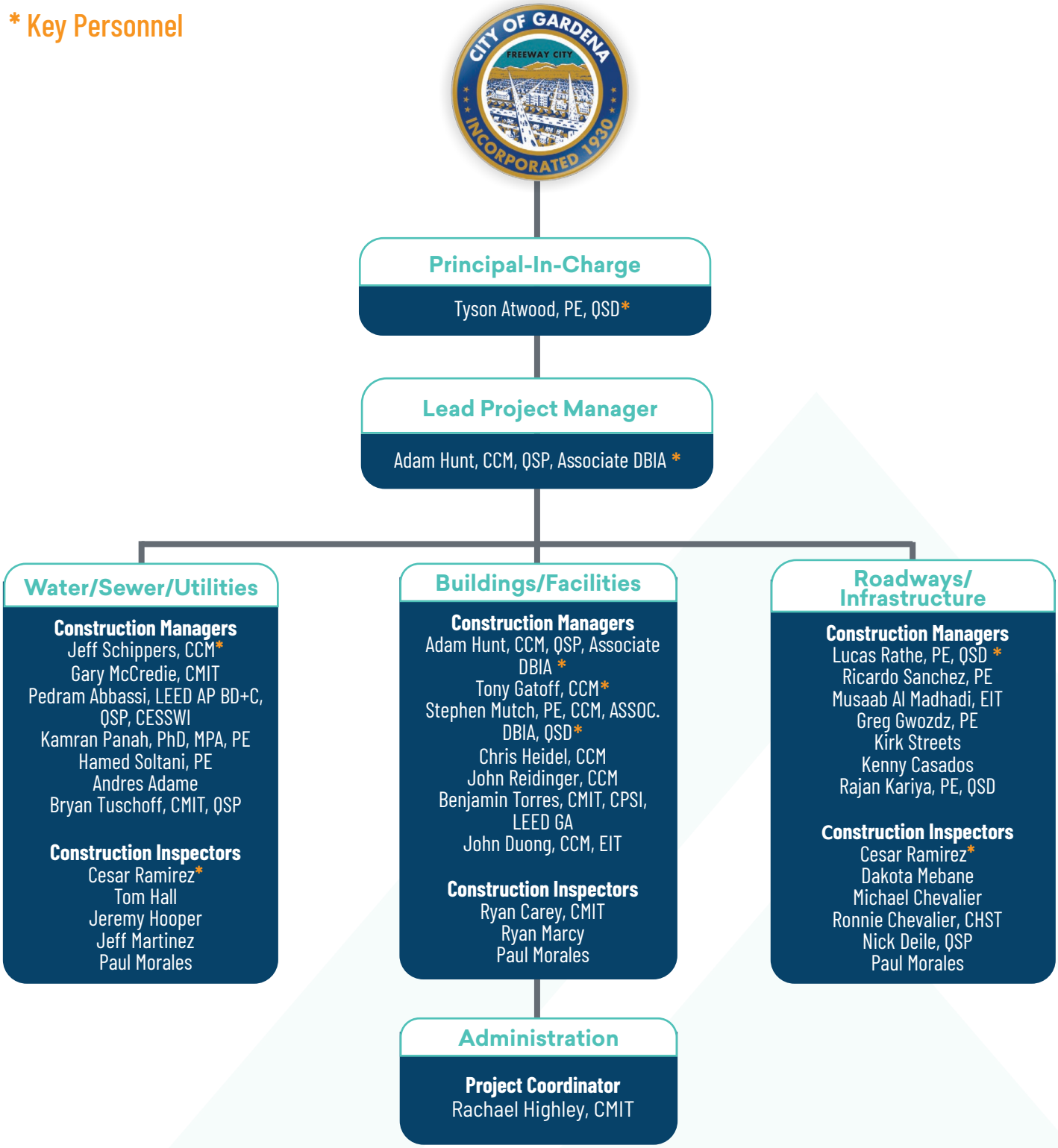
Relevant Project Experience:

- County of San Diego, Gillespie Field Vehicle Service Road to West Transient Ramp, San Diego, CA
- Riverside County Transportation Commission, I-15 SMART Freeway Project, Temecula, CA
- City of Indio, Herbert Hoover Elementary School Pedestrian Improvement Project, Indio, CA
- Mission Springs Water District, Regional Water Reclamation Facility, Desert Hot Springs, CA
- San Diego Association of Governments (SANDAG), I-805 Transit Only Lane, San Diego, CA
- Riverside County Transportation Department (RCTD), Scott Road Interchange Project, Menifee, CA
- RCTD, Avenue 66 Grade Separation Project, Mecca, Riverside County, CA
- City of Menifee, CIP 16-08 Citywide Traffic Signal Project (EAST), Menifee, CA

4. Organization Chart

We have assembled a highly experienced team of experts to provide the City with construction management and inspection services. Our personnel that will be primarily responsible for working on this contract will be Tyson Atwood, PE, QSD and Adam Hunt, CCM, QSP, Associate DBIA. Resumes and qualifications for all of the key personnel provided on the organizational chart below are presented in section 8 of the response. Resumes for additional staffing can be made available upon request or per task order. **We have additional staff that can be placed as-needed per project. We have over 250+ technical staff in Southern California that can be available to best service the City's needs within short notice.**

* Key Personnel



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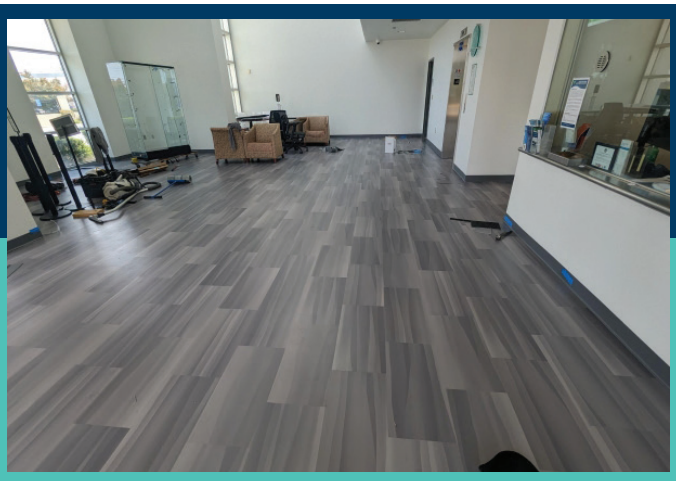
5. Similar Projects





CITY OF GARDENA
CONSTRUCTION MANAGEMENT AND INSPECTION

VERMONT AVENUE TRAFFIC SIGNAL UPGRADE PROJECT Under the legacy firm Wallace & Associates, Anser provided construction management and inspection services for the Vermont Avenue Traffic Signal Upgrade Project JN 930. The project consists of upgrading the traffic signal system for two intersections: the Vermont Avenue intersection with Rosecrans Avenue and the Vermont Avenue intersection with Redondo Beach Boulevard. The project also consists of localized PCC pavement reconstruction, including new PCC pavement, curb, gutter, and sidewalk as part of a left turn lane extension. The ADA curb ramps will also be R&R for both intersections. The TSS of both intersections will be extensively upgraded by replacing traffic signal poles, vehicular and pedestrian heads, cabinets, battery backup, detectors, streetlights, street names, signages, and striping, as shown on the plans and specifications.
Personnel: Cesar Ramirez (Inspector)

170th STREET IMPROVEMENT PROJECT
This project was an STP-L funded project with a Federal Aid Project No. STPL-5276 (032). The project consists of AC resurfacing (coldmill/overlay and Depth replacement), concrete flat work (curb, gutter, sidewalk, driveway approach, curb ramps, cross gutters, and similar), removal and replacement of trees, traffic signal upgrades (Battery back-up and APS retrofit) and striping/signages and striping as shown on the plans and specifications. The project was given a 60 working-day construction schedule and a construction budget of $470,000.
Personnel: Cesar Ramirez (Inspector), Pedram Abbassi (CM)

GARDENA FIRE STATION 158, ROOF REPLACEMENT PROJECT (pictured)
Construction Manager for the $800K upgrades to this fire station. This work included lead and asbestos abatement, new framing and ceilings with wall repairs, new lighting and lighting control, and coordination with the existing Emergency Fire Call System. It also included new rooftop HVAC and exhaust units, wall, fire pole, kitchen, dormitory, team room, and toilet room upgrades. New ductwork and plumbing infrastructure were also added.
Personnel: Jeff Schippers, CCM, (CM) Rachael Highley, CMIT (Project Corrdinator)

YEARS SUPPORTED
2016 - Present

REFERENCE
William E. Mendoza, PE, Associate Engineer
wmendoza@cityofgardena.org
310.217.9608

ADDITIONAL PROJECTS
- G-Trans Dispatch Remodel (pictured)
- G-Trans Bus Charging Facilities

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CITY OF ANAHEIM

ON-CALL CONSULTING SUPPORT SERVICES

PROJECT HIGHLIGHT: Brookhurst Community Center, Teen Room Addition (pictured)

Anser provided construction management services on the Brookhurst Community Center, Teen Room Addition project in the City of Anaheim. The center provides a space where the area's youth can come together for group activities, movie nights, educational workshops, and spend time with friends. The $1M Brookhurst Teen Center project included a 735 square foot (SF) teen room addition to the Brookhurst Community Center with full dry-erase walls, tackable wallboards for pin-up pictures or flyers, internal restrooms, new sewer connections, concrete pathways and other hardscape, striping/ parking, and landscape improvements.

Personnel: Adam Hunt, CCM, QSP (CM)

PROJECT HIGHLIGHT: Lincoln Avenue Widening Improvements (pictured)

Anser provides construction management services on this project consisting of roadway widening and paving, sidewalks, slough walls, planter walls, curbs and gutters, median islands, hardscape, landscaping and irrigation improvements, signing, striping, traffic signal improvements, street lightning, building modification improvements, business sign and pole relocations, drainage improvements, WQMP BMP improvements, and TCE areas. This project is funded through The Regional Capacity Program (Project O) .

Personnel: Adam Hunt, CCM, QSP (CM) and Chris Heidel, CCM (POC)

PROJECT HIGHLIGHT: Center Greens Park Improvements (pictured)

Anser provided construction management services on this project including new landscaping and irrigation, new and relocated lighting, upgraded basketball court, new skate park, challenge course, decomposed granite pathways, concrete pathways and other hardscape, shade structure, seat walls, water capture basins, furnishing, and other appurtenant work. The project improved the park with a new tot lot, youth challenge course, skate park, upgraded basketball court, landscaping, fitness trails, butterfly garden, shaded community plaza, and more. The new amenities will promote and increase physical, social, and cultural activities and will contribute positively to the lives of both the surrounding neighborhood of the park and all Anaheim residents.

Personnel: Adam Hunt, CCM, QSP (CM)

YEARS SUPPORTED

February 2023 - Current

REFERENCE

John Martin
Construction Contracts Administrator
JMartin@anaheim.net
714.765.5157

ADDITIONAL PROJECTS

- Sustainability Education Center
- Cerritos Avenue and South Street Water Mains Replacement
- Alley Sanitary Sewer Improvements 2020 (ASSIP)

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CITY OF LONG BEACH

ON-CALL PROJECT MANAGEMENT AND CONSTRUCTION MANAGEMENT SERVICES

PROJECT HIGHLIGHT: El Dorado Park Artificial Turf Soccer Field (pictured)

Anser provided an artificial turf soccer field with an integrated high-pressure cooling system, new portable goals, new protective netting behind the goal, and new decorative fencing. New ADA curb ramps, pathways, and parking were also added. Landscaping and site improvements included trees, sod, irrigation, multiple retention basins, field drainage network, decorative etched boulders, sidewalks, parking lot speed bumps, and a new hydration station. The project also included adding a new City meter, backflow, and Wi-Fi landscape irrigation controllers. Anser completed construction under budget by $1.2M on schedule and coordinated with the City to add a new water meter and backflow assembly scope.

Personnel: Stephen Mutch, PE, CCM (CM) and Benjamin Torres, CMIT, LEED GA (CM)

PROJECT HIGHLIGHT:Scherer Park Community Center Renovation

Anser provided Owner's Construction Management services for the City of Long Beach Scherer Park Community Center renovations. The project provides full interior and exterior renovations to the existing community center and public restrooms, public breezeway, new ADA parking, and hardscape improvements. This project is nearing the award phase and will require multi-level coordination to minimize the impact on the public's use of this site. The City actively holds after-school tutoring sessions and will also hold summer community programming. Anser has provided constructability reviews, cost estimating, scope phasing plans, proposal reviews, and recommendations to minimize community programming interruptions. Our team will continue to provide construction management services throughout all phases of this project.

Personnel: Benjamin Torres, CMIT, LEED GA (CM) and Ryan Marcy (Inspector)

YEARS SUPPORTED

1996 - Current

REFERENCE

Marilyn Surakus, Project Management Bureau Manager
marilyn.surakus@longbeach.gov
562.570.5793

ADDITIONAL PROJECTS

- Michelle Obama North Branch Library (pictured)
- Recreation Park Playground Renovation (pictured)
- Willow Springs Wetland Restoration
- Emergency Communications and Operations Center
- DeForest Wetlands Park Rehabilitation
- Los Cerritos Channel

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CITY OF MURRIETA

ON-CALL PROJECT/CONSTRUCTION MANAGEMENT

PROJECT HIGHLIGHT: Town Square Park Amphitheater Phases 1, 2 and 3 (pictured)

Anser provided construction/project management, inspection, and labor compliance services on this multiple-phase park and amphitheater project. The tiered-seating theater has over 750 built-in seats and can hold 5,000 people total in the surrounding grass area. This long-awaited project provides an accessible, community gathering place for the residents of Murrieta to enjoy events, concerts, and performances.

- Phase 1: Phase 1 included the design and construction of a 4-acre park, which included landscape, irrigation, lighting, restroom, and an amphitheater. Additionally, it included construction of loop and entry roads, potable water well, and reclaimed water connections.
- Phase 2: Phase 2 included the design and construction of a semi-circular backdrop and covering for the amphitheater that incorporated high-quality sound and lighting for the various concerts, productions, and events. It also included the construction of an enclosed storage area and dressing/green room (offstage area) for performers.
- Phase 3: Phase 3 consisted of the redesign of lighting surrounding the park by allowing for individual lighting controls. Installation of a sound system, security cameras, and Wi-Fi were also included.

Personnel: Bryan Tuschhoff, CMIT, QSP (CM), John Reidinger, CCM (CM), Rachael Higley, CMIT (Project Coordinator) and Cesar Ramirez (Inspector)

PROJECT HIGHLIGHT: Vietnam Veterans Memorial Project (pictured)

This $400K veteran's memorial project included demolition of the existing Vietnam Memorial mock-up and appurtenances, earthwork grading, excavation and construction of new concrete cast-in-place monument footings and walls, installation of City-provided granite panels with laser-engraved Vietnam War photographic images, and construction of a decomposed granite pathway with concrete mow curbs and synthetic turf.

Personnel: Bryan Tuschhoff, CMIT,QSP (CM) and Rachael Higley, CMIT (Project Coordinator)

YEARS SUPPORTED

2017 - Present

REFERENCE

Jeffrey Hitch, PE
Principal Civil Engineer
JHitch@MurrietaCA.gov
951.461.6076

ADDITIONAL PROJECTS

- Murrieta Senior Center Improvements (pictured)
- Murrieta Sports Park
- Pedestrian Safety Enhancements
- Warm Springs Parkway North Improvement Project
- Warm Springs Parkway South Improvement Project
- Pioneer Park Tot Lot Improvement

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CITY OF ONTARIO'S MUNICIPAL UTILITIES COMPANY

ON-CALL PROJECT MANAGEMENT SERVICES

PROJECT HIGHLIGHT: UT1046 San Antonio Transmission Water Main

Anser provided construction management and inspection services for the UT1046 San Antonio Transmission Water Main project. The construction occurred in the City of Upland along 8th Street, between San Antonio Avenue and South Fern Avenue. The work consisted of the installation of approximately 85 linear feet of 60-inch diameter steel casing, approximately 60 linear feet of 48-inch diameter steel casing, approximately 200 linear feet of 30-inch diameter cement-mortar lined & coated CML&C WSP, and approximately 1,290 linear feet of 36-inch diameter CML&C WSP potable water transmission main; ground improvements by permeation grouting, including subsurface investigations, installation of water appurtenances connections to existing pipelines; pipeline abandonments and removals, temporary water supply line (Highline); implementation of traffic control during construction, pavement repair, grinding and overlays, and striping restoration.

Personnel: Bryan Tuschhoff, CMIT, QSP (CM) and Rachael Higley, CMIT (Project Coordinator)

PROJECT HIGHLIGHT: Ut1050 Ontario Ranch Phase 2 Water Main Improvement Project

Anser provided construction management and inspection services for the UT1050 Ontario Ranch Phase 2 Water Main Improvement Project. The construction took place in the City of Ontario along Grove Avenue between Eucalyptus Avenue and Chino Avenue and Chino Avenue between Grove Avenue and the Chino Avenue Bridge (Cucamonga Creek). The work consisted of the installation of approximately 7,900 linear feet of 30-inch diameter CML&C Water System Planning (WSP) water main and 8,600 linear feet of 18-inch diameter CML&C WSP water mains and a Pressure Reducing Station; installation of water appurtenances; connections at various street intersections; implementation of traffic control during construction, temporary paving, pavement repair, and street restoration.

Personnel: Bryan Tuschhoff, CMIT, QSP (CM) and Rachael Higley, CMIT (Project Coordinator)

YEARS SUPPORTED

2016 - Present

REFERENCE

Omar Gonzalez, Senior Associate Civil Engineer
oegonzalez@ontarioca.gov
909.395.2578

ADDITIONAL PROJECTS

- Water Main Replacement Phase 1
- UT 1027 Well House Roof Replacement Project
- UT 1036 Recycled Water Improvements for Riverside Drive
- UT1016 Archibald Sewershed,
- UT1018 North Vineyard Sewer
- UT1060 Water Replacement

6. References

AGENCY	NAME	TITLE	EMAIL	PHONE NUMBER
City of Gardena	William E. Mendoza, PE	Associate Engineer	wmendoza@cityofgardena.org	310.217.9608
City of Anaheim	John Martin	Contstruction Contracts Administrator	JMartin@anaheim.net	714.765.5157
City of Long Beach	Marilyn Surakus	Project Management Bureau Manager	marilyn.surakus@longbeach.gov	562.570.5793
City of Murrieta	Jeffrey Hitch, PE	Principal Civil Engineer	JHitch@MurrietaCA.gov	951.461.6076
City of Ontario	Omar Gonzalez	Senior Associate Civil Engineer	oegonzalez@ontarioca.gov	909.295.2578

7. Fee Schedule

ANSER ADVISORY
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Labor

Position	Key Staff	Billing Rate
Principal	Tyson Atwood	$280.00
Construction Manager, Senior		$255.00
Construction Manager, IV		$215.00
Construction Manager, III		$180.00
Construction Manager, II		$150.00
Construction Manager, I		$125.00
Inspector (Prevailing Wage)		$190.00
Inspector, Senior		$175.00
Inspector		$155.00
Document Control, Senior		$115.00
Document Control		$95.00
Labor Compliance Manager		$135.00
Labor Compliance Analyist		$110.00

ODC's (Reimbursable Expenses)

Description	Unit	Rate
Vehicles*	Month	$1,350.00
POV Mileage Exp.		per IRS rate
CM Software (As-Requested)	Per Project	$3,500 - $5,500
Subconsultant Mark-Up		0%

* Max Rate. Billed as a percentage of actual hours billed

8. Resumes

ANSER ADVISORY



TYSON ATWOOD, PE, QSD

PRINCIPAL IN CHARGE

For over 20 years, Tyson has worked in the construction industry, managing increasingly complex projects and multiple projects over $100 million in construction value. He has a diverse background managing projects in the municipal, transportation, aviation, energy, and water/wastewater industries. Tyson's focus has been working with federal funds, and he is an expert in administering projects utilizing the Caltrans Local Assistance Procedures Manual (LAPM). He is highly experienced with the Caltrans Standard Specifications and "Greenbook." Tyson is forward-thinking and has worked on innovative projects with advanced technology and automated workflows to increase team efficiencies. Tyson's communication skills as a Project Manager allow complete transparency between the project teams and the agency's project manager, so the team knows all project and personnel issues and solutions. Tyson sets high expectations for his teams to put the agency and the public first in all decision-making for the greater good of the project.

Education

Bachelor of Science, Civil Engineering, California Polytechnic State University, San Luis Obispo, 1998 - 2003

Licenses/Certifications

CA Professional Engineer No. 71514

Qualified SWPPP Developer No. 01243

AQMD Coachella Valley Fugitive Dust Control, No. CV1907-008280-8321

Experience

Years' Experience: 20

Years with Anser: 10

SELECT PROJECT EXPERIENCE

San Bernardino County Transportation Authority, West Valley Connector BRT, Ontario, CA
Timeline: 12/2023 – Ongoing | Construction Cost: $120M | Anser Fee: $3M

Tyson serves as the Resident Engineer responsible for project operations' overall management and coordination, including the contractor's management. This bus rapid transit (BRT) system promises travelers an alternative to overcrowded freeways between Fontana, CA, and Pomona, CA. This project is constructing 3.5 miles of center-running lanes on Holt Boulevard in Ontario, CA. The construction of new stations in Pomona, Montclair, and Rancho Cucamonga, CA, is scheduled for 2025. The project's first phase includes a 19-mile rapid transit route connecting San Bernardino and Los Angeles counties, featuring 21 stops between Rancho Cucamonga and Pomona. Eventually, the West Valley Connector will extend to Fontana, CA.

San Diego Association of Governments, Bayshore Bikeway – Barrio Logan Project, San Diego, CA
Construction Cost: $19M | Project Timeline: 03/2022 – Current

Tyson serves as the Resident Engineer responsible for project operations' overall management and coordination, including the contractor's management. The Barrio Logan Bikeway will make it safer and easier for people of all ages and abilities to bike along Harbor Dr. in Barrio Logan. Features include traffic roadway improvement, signal improvements, safer crossings, and other streetscape enhancements that make streets more pleasant for everyone – people who bike, walk, work, and live there.

San Bernardino County Transportation Authority, I-10 at Alabama Street Interchange Project, Redlands, CA
Construction Cost: $14.38M | Project Timeline: 03/2020 – 06/2023

Tyson was the resident engineer on this $14.38 Million project, which widens two existing off-ramps from two to four lanes to relieve traffic congestion in the City of Redlands. Project elements to achieve this goal are to construct Type 1 Retaining Walls, install new drainage systems, ADL excavation and handling, HMA mill/overlay, Rapid Set JPCP, new signal poles, ramp metering system, signage, striping, landscaping and irrigation and SWPPP Risk Level 1 Compliance. Tyson is responsible for the day-to-day coordination and management of the contractor, which includes duties such as a weekly statement of working days, pay quantity calculation and estimates, drafting change orders, reviewing project schedules, oversight of inspection staff, surveyors, biologists, and material testers, conducting weekly meetings, Caltrans LCS coordination, and public outreach coordination with SBCTA Public Relations.

Coachella Valley Association of Governments (CVAG), CV Link Multi-Modal Transportation Facility, Coachella Valley, CA
Construction Cost: $130M+ | Project Timeline: 03/2020-Current

Senior Resident Engineer responsible for constructing 41.1 miles of combination bikeway and NEV path construction throughout the Coachella Valley. Major project highlights include 40+ miles of concrete path, two new bridges, park-like improvements including shade structures, and flood channel improvements. Major stakeholders include the City of Palm Springs, the City of Palm Desert, the City of La Quinta, the City of Indio, the City of Coachella, and the Coachella Valley Water District.

City of Palm Desert, CV Link Project No. 707-20, Palm Desert, CA
Construction Cost: $3M+ | Project Timeline: 10/2019-2021
Tyson was the Resident Engineer responsible for all aspects of the project, which included over 3.1 miles of combination on Class IV bikeway and NEV path construction. The project also includes the construction of an architectural access point and traffic signal improvements. The project requires coordination with various agencies, including Coachella Valley Water District (CVWD) and College of the Desert. During the pre-construction phase, Tyson led the CM team with constructability review, advanced development of project specifications, utility coordination, and project scheduling.

County of San Diego, AC Overlay FY '17/18 – Segment 'C,' San Diego, CA
Construction Cost: $9.2M | Project Timeline: 09/2018-07/2019
Tyson was the Resident Engineer responsible for all aspects of the project, including over 122 locations, totaling over 30 miles of roadway improvements. The program consisted of a combination of asphalt overlays and mill and inlays, which utilized both Type A Hot Mix Asphalt (HMA) and Polymer Modified Asphalt Concrete (PMAC). The project also included AC dike replacement, fog seal, ADA ramp improvements, video detection signal improvements, and striping. Responsible for ensuring traffic control was set up and maintained based on the approved traffic control plans. Although there were significant additional costs during construction, due to advanced forecast modeling by Tyson, the project scope was altered on several roadways, allowing the overall project to come in under budget.

SANDAG, North Park | Mid-City Georgia – Meade and Landis Bikeway Projects, San Diego, CA
Construction Cost: $16.4M | Project Timeline: 09/2019-12/2021
Tyson was the resident engineer responsible for constructing over 6.5 miles of new bikeway through two parallel streets in the urban area of North Park in San Diego. The projects are designed to enable people to bike and walk safely on more direct and convenient routes within and between major regional destinations and activity centers. The project's main feature is the addition of 18 neighborhood traffic circles. Other features include buffered bike lanes, raised crosswalks, reverse-angle parking, and other traffic calming measures.

SANDAG, Hill Street Slope Repair and Stabilization, San Diego, CA
Construction Cost: $3.1M | Project Timeline: 08/2018-05/2020
Tyson was the Resident Engineer in charge of the project, which stabilized over half a mile of failing slope along an active MTS trolley track. The slope was step-graded during construction to achieve stability. Daily coordination with MTS was required to ensure proper flagging and safety measures related to specific daily tasks were in place. The project also included street improvements and coordination with local commercial buildings. A VECP change order was executed, which changed the retaining wall from soldier piles to a gravity retaining wall system, saving the project significant funds. The project had federal funds and was managed under the SANDAG and Caltrans LAPM guidelines for federally funded projects.

County of Imperial, CMAQ Various Unpaved Roads, Imperial County, CA
Construction Cost: $1M | Project Timeline: 02/2018-01/2019
Tyson was the Resident Engineer responsible for all aspects of the project, which constructs three-inch AC Grindings Caps on six various unpaved roads throughout various locations of Imperial County. The project consists of minor grading, compacted Class II Base, and SS1h oil prime coat placement. The project had to work around several environmental mitigation issues, including a partial project suspension due to nesting burrowing owls. The project is managed under guidelines specified in the Caltrans LAPM.

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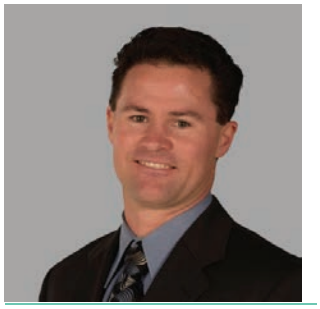

ADAM HUNT, CCM, QSP

LEAD PROJECT MANAGER

Adam has over 15 years of experience in construction management on projects from inception to close-out for various heavy civil and vertical construction projects. Adam possesses the organizational, critical thinking, technical, and team-building skills required to manage and coordinate all construction projects under his supervision. Adam provides daily communication and oversight, tracking and/or approval of all project records and correspondence, such as payment applications, change orders, RFIs, submittals, schedules/schedule updates, meetings/meeting minutes, monthly reports, invoicing, constructability reviews, and as-built drawings.

Education

Bachelor of Science, Construction Engineering Management, California State University, Long Beach, 2008

Bachelor of Arts, Communication Studies, California State University, Long Beach, 2003

Licenses/Certifications

QSP #23094

CMAA CCM Certification #4395

DBIA Associate Certification

Computer Skills

Extensive knowledge of Bluebeam, Primavera P6 and Virtual Project Office (VPO)

Advanced experience in Microsoft Office Applications (Word, PowerPoint, Excel, Access)

Experience

Years' Experience: 15

Years with Anser: 12

SELECT PROJECT EXPERIENCE

Colton Sanitary Landfill, Final Closure, Colton, CA
Construction Cost: $36M | Project Timeline: 10/2022 – 04/2023
Mr. Hunt is the Sr. Construction Manager at the Colton Sanitary Landfill (CSL) and currently oversees and manages all aspects of the construction efforts required of the contract documents, including, but not limited to, daily and weekly coordination meetings between all stakeholders (Client, Contractor, Site CQA), review and/or approval of all project related costs, schedule, submittals, RFIs, site protection and monitoring and miscellaneous project correspondence. The $36M CSL Closure project includes 90 acres of clearing and grubbing, 4,000,000 SF of both geomembrane and turf closure material, subgrade preparation (smooth drum rolling), a retention basin, drainage improvements, and erosion control.

City of Anaheim, Center Greens Park Improvements, Anaheim, CA
Construction Cost: $8.5M | Project Timeline: 2023 – Current
Mr. Hunt was a Sr. Construction Manager at the 3.5 acre Center Greens Park in which he maintained daily coordination, time management, and cost control between the client, contractor, and architect. The construction of the Center Greens Park included new landscaping and irrigation, new and relocated lighting, upgraded basketball court, new skate park, challenge course, decomposed granite pathways, concrete pathways and other hardscape, shade structure, seat walls, water capture basins, furnishing, and other appurtenant work.

City of Anaheim, Brookhurst Teen Center, Anaheim, CA
Construction Cost: $985K | Project Timeline: 2022 – 2023
Mr. Hunt was a Sr. Construction Manager at the 735 SF Teen Center building in which he maintained daily coordination, time management, and cost control between the client, contractor, and architect. The work included new construction of an approximately 735 square foot addition to Brookhurst Community Center with an interior restroom, new sewer connection, concrete pathway and other hardscape, striping, landscaping, and all appurtenant work.

Orange County Waste & Recycling – North & Central Region Landfills, Orange County, CA
Construction Cost: $1M up to $36M | Project Timeline: 2014 – 2022
Mr. Hunt was a Sr. Construction Manager at two of the three Orange County active landfills and has overseen coordination between the client, the consultants, and contractors across several projects throughout the County, including the East Flank Landslide Remediation (Central Region), Phase VIII-B1-Groundwater Protection System and Liner Construction (Central Region), Asphalt Overlay of Interior Access Roads (Central Region), Stockpile VD Screening Plan (Central Region), Front Slope Improvements-Phase II Closure (North Region), Ops Building Tenant Improvement and the Bowerman Event Center.

Construction management services included managing and coordinating the efforts of the client, contractor, engineer, CQA, and State and Federal regulatory agencies. Mr. Hunt was responsible for project control support, including cost, schedule control, and quality assurance. He held weekly coordination meetings, prepared and documented all progress payments, contractor submittals, inspections, RFIs, and change order requests, and participated in weekly construction manager meetings.

San Timoteo Sanitary Landfill, Unit 2, Phases 3-2 & 4 Groundwater and Liner Construction, Redlands, CA
Construction Cost: $14M | Project Timeline: 11/2019 – 01/2021
Mr. Hunt was the construction manager at the San Timoteo Sanitary Landfill (STSL) and managed all aspects of the construction efforts required of the contract documents, including, but not limited to, daily and weekly coordination meetings between all stakeholders (Client, Contractor, Site CQA), review and/or approval of all project related costs, schedule, submittals, RFIs, site protection and monitoring and miscellaneous project correspondence. The $14M STSL project includes 75 acres of clearing and grubbing, nearly 2 million cubic yards of earthwork excavation, screening and processing, buttress construction, stockpiling, compacted subgrade, and slope rebuild. It also includes 40 acres of geosynthetic lined slopes (geomembrane and geosynthetic clay liners), leachate collection and a pumping station, drainage improvements, and erosion control.

City of Signal Hill, Signal Hill Library, Signal Hill, CA
Construction Cost: $28.4M | Project Timeline: 02/2019 – 11/2019
Mr. Hunt was a construction manager at the Signal Hill Library who maintained daily coordination, time management, and cost control between the client, contractor, and architect. The construction of the Signal Hill library included the excavation of site soils/earthwork, foundations, installation of concrete footings, construction of a steel moment framed building (approximately 15,000 square feet of steel) and interior wood framed office areas, parking lot, new trash enclosure, onsite water infiltration system, landscaping, irrigation, and electrical car charging stations.

Berths 142-147 Intermodal Container Transfer Facility, Port of Los Angeles, CA
Construction Cost: $61M | Project Timeline: 2014-2016
Mr. Hunt provided environmental compliance coordination services as part of the construction management team for the Port's newest ICTF facility. This project was a component of the phase development of the Trans-Pacific (TraPac) Container Terminal Improvement Program. Several environmental requirements were construction-related. The Port identified mitigation measures and monitoring requirements for the TraPac Improvement Program (fugitive dust, noise, vibration, traffic disruption, and other measures) to be addressed during construction. Mr. Hunt provided the required mitigation monitoring, maintained all documentation, and provided reports to the construction manager. Mr. Hunt responded to public inquiries and/or complaints, assisted in resolving the issue, and communicated directly with the citizens.

Shore to Ship Power Retrofit Program, Port of Long Beach, CA
Construction Cost: $43M | Project Timeline: 2012-2014
Mr. Hunt served as assistant construction manager for the construction management of the $19M Pier A, Berths A88-A96, and the $24M Pier T, Berths T132-T140, Shore to Ship Power Retrofit Programs. The project consisted of retrofitting berths of the existing wharfs, including the construction of underground electrical structures, relocation of embedded utilities and wharf modifications for vaults, construction of equipment foundation pads, fence, and bollards, installation of shore power outlet vaults of the wharf faces, electrical switchgear, power substations, all associated conduits, electrical cables, ducts and connections, and installation of fiber optic cables and data link network systems. Mr. Hunt was responsible for all project control support, including cost, schedule, contractor submittals, inspections, RFIs, and change order requests, which were tracked using Primavera Contract Manager to manage all construction documents. The role of Assistant Construction Manager also included SWPPP monitoring and reporting, construction cost estimation, and observation of work in progress.

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JEFF SCHIPPERS, CCM

CONSTRUCTION MANAGER

Mr. Schippers has over 30 years of construction engineering experience in project management/construction management/contracting throughout public works, private development and large public facilities. His background is diverse and includes water and sewer pipeline installations, water/wastewater treatment facilities, water storage and transmission, roadway, mechanical and electrical facilities. He has strong background streamlining construction management approaches, implementing new systems, managing diverse personnel, training/mentoring staff and achieving the highest level of safety, productivity and profitability. Jeff is adept at resolving complex construction issues and able to operate effectively within the framework of a large public agency structure. His contracting background and experience in bidding jobs, preparing hard bids and construction schedules makes Jeff an excellent agency representative to manage a construction project from start to finish. He has extensive experience in managing subconsultants, designers, materials testing, surveying and other resources needed in managing a major public works project. Jeff brings experience with state and local government agencies, environmental regulatory agencies, public utility companies and private utilities. As the owner's representative, he has managed very large projects up to $200M range with both new and remodel facilities including the Anaheim Convention Center Expansion, San Diego Convention Center Expansion and public works headquarters for the City of Corona Police, Fire, Utility and Public Works.

Education

MBA; University of Redlands

BS, Business Management; University of Redlands

Licenses/Certifications

Certified Construction Manager - #7651 (expires 11/04/2025)

OSHA 30 Hour Safety

Experience

Years' Experience: 30

REPRESENTATIVE EXPERIENCE

LA County Fire Department Station 158 - Gardena, CA
Construction Cost: $800K | Project Timeline: 2023-1/2024
Construction Manager for the $800K upgrades to this fire station. This work included lead and asbestos abatement, new framing and ceilings with wall repairs, new lighting and lighting control, and coordination with the existing Emergency Fire Call System. It also included new rooftop HVAC and exhaust units, wall, fire pole, kitchen, dormitory, team room, and toilet room upgrades. New ductwork and plumbing infrastructure were also added.

G-Trans Dispatch Remodel, City of Gardena, CA
Construction Cost: $620K | Project Timeline: 2023-Current
Construction Manager for the $620K demolition of portions of the existing Gardena Transit Facility and remodeling of interior workspace with electrical upgrades.

Portofino and Yacht Club Way Lift Stations, City of Redondo Beach, CA
Construction Cost: $8M |Project Timeline: 2023-Current
Construction Manager for the two new lift stations in the City of Redondo Beach. This $8M project includes the construction of two new Sewer lift Stations serving the King Harbor Marina area. Both have new wet wells and equipment, including generators, SCADA, transfer switches, and one new building housing the equipment. The project includes heavy traffic control and extensive dewatering efforts.

Mesmer Low Flow Lift Station, City of Culver City
Construction Cost: $3M | Project Timeline: 2023- 3/2024
Construction Manager for the new lift station installed at Centinela Channel serves Culver City and LA City. The $3M project required the installation of a new lift station at the existing City facility to allow for a low-flow storm drain to be diverted to the Hyperion wastewater plant for processing and conversion. It involved the new wet well and valve vault, new SCADA and coordination with the existing plant, new MCCs, and transfer switches. The new catch basin in the channel was Jack and Bored so as not to disturb the existing concrete channel.

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CIP Projects, City of Corona Department of Water and Power, Corona, CA

Construction Manager for capital improvement projects ranging from $50K to $10M. Responsible for all aspects of the projects, including design guidance, RFI's, submittals, safety, coordination with other agencies, progress meetings, change order negotiation and community outreach, preconstruction, design guidance, cost estimating, managing budget and schedule, providing change order negotiations, construction supervision and close out of each project. Also provided facility start-up and testing before turnover to city staff. The facility projects included two ground-up office tilt-ups of 80,000 sf and five acres of site development, several tenant improvement projects valued at $1M each, a complete conversion of a 60,000 sf office building to a Police Station, and the construction of a new Type 3 Jail Facility. Specific projects included:

- **Police Department Headquarters and Jail Facility** – Construction Manager for this 60,000 sf $8M construction of the new Police Department. Responsible for design guidance/constructability review, cost management, schedule, contract management, RFI's, submittals, bulletins, progress meetings, and change order negotiations. This project included adding an impound room, locker rooms, and a storage room to the existing facility. New HVAC utilities were installed to extend air and heat services.
- **Emergency Operations Center—**Construction Manager for the new 15,000 sf Emergency Operations Center, including the TI of the existing new structure, all electrical, new communication equipment, including roof-mounted antenna arrays with structural improvements, new electrical with backup power, and all data storage facilities.
- **Fire Department Headquarters on Public Safety Way**– Construction Manager for this 40,000 sf $5M construction of new Fire Department. Responsible for design guidance/constructability review, cost management, schedule, contract management, RFI's, submittals, bulletins, progress meetings, and change order negotiations.
- **Fire Station #1 on Magnolia Avenue -** Construction Manager for the ADA upgrades, including paving, striping, new handrails, countertops, restroom upgrades, concrete ramps, and electrical upgrades.
- **Fire Station #2 on Harrison Street -** Construction Manager for ADA upgrades, including paving, striping, new handrails, countertops, restroom upgrades, concrete ramps, and electrical upgrades. The emergency generator and day tank were upgraded, and a seismic survey was done on the building.
- **Fire Station #3 on South Smith Street -** Construction Manager for ADA upgrades, including paving, striping, signage, handrails, countertops, restroom upgrades, concrete ramps, and electrical upgrades, including lighting and CCTV. A seismic survey was done onsite, and multiple cost estimates were done to explore the feasibility of pull-through parking in the Apparatus Bays
- **Fire Station #4 on McKinley Street -** Construction Manager for ADA improvements with all elements as mentioned above. Access gates and slopes were altered for the drive approach and public access. Toilet rooms were completely redone to afford better firefighter operations.
- **Fire Station #5 on Canyon Crest -** Construction Manager for ADA improvements with all the above elements. The Genset and day tank were replaced with the associated electrical changes and HVAC and CCTV improvements.
- **Fire Station #6 on West Upper Drive -** Construction Manager for ADA improvements with all elements as mentioned above. The Genset transfer switch and electrical were upgraded. The communication and Fire Call system was upgraded. The turnout area was increased to accommodate staffing issues.
- **Fire Station #7 on Bedford Canyon -** Construction Manager for ADA improvements with all elements as noted above. The existing Plymovent system was upgraded, as were the turn-out and disinfection spaces and equipment. The gym and the dorm were improved to offer better access to fire staff. Seismic holddowns at the exterior wall were added for increased safety.
- **Community Center** – Construction Manager for the $3M conversion of 72,000 sf Fender Music Museum to a new Community Center. The project included extensive structural modifications to build a full-size indoor basketball court, the addition of classroom, fitness and children's areas, new finishes inside and out, and extensive integrated sound, paging, and life safety systems.

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Education

Santo Tomas de Aquino University, BSCE

Licenses/Certifications

Water Distribution D1

Experience

Years' Experience: 28

CESAR RAMIREZ, EE

CONSTRUCTION INSPECTOR

Mr. Ramirez is a Civil Engineering professional with over 28 years of construction and inspection expertise as well as budgeting, planning, inspection, and staff management experience. He is versatile and very capable at providing inspection for every type of construction and has spent most of his career on projects throughout Southern California. Cesar's experience includes numerous CIP projects including traffic signal upgrades, landscape, street and roadway rehabilitation, water and sewer lines, wells, and pressure reducing stations, and parks. His roadway experience includes rubberized asphalt, cement paving, base paving, recycled asphalt base, aggregate base, lime-treated and cement treated base, medians and intersections. He is well versed in Caltrans, Greenbook and other regulatory standards, plus he understands the recordkeeping requirements and tasks to comply with the various state and federal funding requirements. Cesar has provided inspection and record keeping for numerous FHWA Federally funded projects.

REPRESENTATIVE EXPERIENCE

Small Meter Replacement Project, Golden State Water Company (GSWC) Gardena, Lawndale, Compton, CA

Resident Inspector for this 5,000-service meter (5/8" to 2 ½") replacement project (valued at $750K). Duties included inspection of meter swap contractor, evaluate each site for additional work by second contractor, document site work, manage equipment supply and coordinate with GSWC.

Various Water Related CIP Projects, southern California

Construction Inspector responsible for performing daily inspections, administering contract documents, upholding code requirements, conducting weekly progress meetings, processing submittals, request for information and clarification, change orders and progress payments, coordinating with various agencies, utilities and residents, generating final punch lists, maintaining traffic control, monitoring the contractor's schedule, maintaining public relations and documenting the work via daily reports and digital photography. Projects included:

- City of Ontario – Installation of 17,440' of 24" CML/C pipe and 5,350' of 42" CML/C pipe, including boring operations under 60 freeway, Mission and Guasti Avenues railroad tracks
- City of Ontario – Construction of two pressure reducing stations
- Jurupa Community Services District – Installation of sewer lines, water mains and 1" copper services for 30 new tracts
- GSWC, South Central District - Installation of 8" & 12" DIP water mains and 1" & 2" copper service lines
- GSWC, West District, Gardena – Construction of two 1.5 MG steel tanks and yard piping including grading and footings

Public Work Projects, Orange County, CA

Construction Inspector that performed daily inspections, administered contract documents, upheld code requirements, conducted weekly progress meetings, processed submittals, RFIs and RFCs, change orders and progress payments, coordinated with agencies, utilities, and residents, completed final punch lists, monitored construction schedule and documented the work via daily reports with City forms and job photos. Select projects included:

- City of Huntington Beach - Construction of a sewer lift station and 2,300' of 8" force main replacement.
- City of Lake Forest - Overlay with asphalt, various residential streets.
- City of Buena Park - Stage Road improvements from Beach Boulevard to the West City Limit.

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Construction Inspector, Various Locations, CA
As Construction Inspector, responsibilities included daily inspections, administering contract documents, upholding code requirements, conducting weekly progress meetings, processing submittals, requests for information and clarification, change orders and progress payments, coordinating with various agencies, utilities, and residents, earthwork calculations, generating the final punch list and monitoring the contractor's schedule. Maintained work documentation via daily reports, construction forms, and digital photography. Projects included:

- City of San Juan Capistrano - Directional drilling construction of a 14" HDPE pipe under the San Juan Capistrano River
- City of San Juan Capistrano - On-call Inspector, several roadway paving and slurry CIP projects
- City of West Hollywood - La Cienega Boulevard and Melrose Avenue Street paving
- City of Ontario/Chino Basin Desalter Authority - Construction of a 42" CML&C domestic water pipeline on Milliken Avenue
- Chino, California Institution for Men - Double box culvert, pre-cast bridge, 6", 14", 18" and 24" C-900, 6" brine line and paving

State Route 74 (SR 74) 6" Water Main Relocation, Elsinore Valley Municipal Water District, CA
Senior Construction Inspector for the $435K relocation and upsizing an existing 6" water main to comply with Caltrans and District standards. The new waterline will be a minimum depth of 42" below future grades and upsized to 8" to meet the District's current standards. Responsibilities included performing daily inspections, administering contract documents, conducting weekly progress meetings, processing submittals, requests for information and clarification, change orders and progress payments, generating final punch lists, and monitoring the contractor's schedule.

Sierra del Oro Water Treatment Plant Landscape Renovations Project, Corona, City of Corona, CA
Senior Construction Inspector for this CIP landscape renovation project will repair the substantial damage to the landscaping, roof, and communication site equipment from the 2017 Canyon Fire, which damaged the Water Treatment Plant. The design consists of rehabilitating approximately 70,000 sq ft of the site, including the existing irrigation system and installing cobble hardscape, removing and replacing a failing retaining wall, and installing plant materials to act as a fire break to help reduce the potential for fire damage in the future.

FY 18/19 Citywide Paving Program, City of Corona, CA
Senior Construction Inspector for $1M, annual roadway rehabilitation project with local funding for sectors of the City. Project features included removals, milling, manhole and water valve adjustments, curb and gutter repairs, asphalt paving, and slurry seal. His duties included pre-construction photos, daily inspection reports, weekly statements of working days, quantity calculations, RFIs, coordination with materials testing firm, job site photos, as-builts, final walk-through, and closeout.

Landscape Maintenance (LMD) 84-2 Zone 14 Areas 1-4 Landscape Renovations Project, City of Corona, CA
Senior Construction Inspector for this $200K project, which consisted of clearing and grubbing vegetation, trees, irrigation heads, and lateral lines in landscaped planters and parkways as specified in the plans; performing soil prep, finish grading, weed abatement, furnish and install new irrigation and plant materials, and trees and protect in place existing trees and vegetation not in contract. Zone 14 was established to fund the landscape maintenance of parkways and medians along Norco Hills Parkway, Village Loop, Parkridge, Parkview, and McKinley. Inspection of irrigation removal, the installation of new irrigation valves, drip irrigation per zone, weed abatement, plant delivery and layout, 30/60/90/120-day plant maintenance review, and 120-day plant establishment period for each phased area.

2017 Street Pavement Maintenance and Rehabilitation Project, City of Corona, CA
Senior Construction Inspector for the $2.8M project, which consisted of pavement rehabilitation along Main Street, River Road, Lincoln Avenue, and Enterprise Court, for a total of 18.2 lane miles.

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TONY GATOFF, CMM, Assoc. DBIA

CONSTRUCTION MANAGER

Mr. Gatoff has 22 years of construction management experience, delivering successful multi-million-dollar projects from inception to completion with a proven track record of managing all aspects of budget, schedules, scope and quality. He has demonstrated progressive experience in construction management through leadership skills, communication skills, contract administration, project controls and making critical decisions during challenges in a way risk is controlled and ultimately adding benefit to the outcome of the project. He has industry knowledge of public contract code, building code and regulations. He possesses the ability to execute technical procedures in an organized manner, generating and building relationships and coordinate with owners, clients, architects, engineers, public agencies, utility agencies and contractors.

Mr. Gatoff's experience with design-bid-build public agency projects includes libraries, essential service facilities (police stations, fire stations, and emergency communications and operations centers), landfill programs, port utility projects, parking facilities, street construction, street utilities, storm drain projects, tunneling projects, and air airport facilities. Mr. Gatoff's experience with Design-Build and Engineer, Procure, and Construct (EPC) projects includes a zero-emissions bus charging, operations and maintenance facility, and battery energy storage systems.

Education

Bachelor of Science, Construction Engineering Management, California State University, Long Beach, 2003

Licenses/Certifications

Certified Construction Manager (CCM), No. 4738; 2015 (current)

Associate DBIA Professional (Assoc. DBIA), No. 1141951; 2021 (current)

Certified CMAA Instructor

Organizations/Affiliations

Construction Management Association of America

(CMAA)

Design-Build Institute of America

(DBIA)

Experience

Years Experience: 22

SELECT PROJECT EXPERIENCE

Frank R. Bowerman Landfill, Orange County, CA | 2022 - Current

Mr. Gatoff is the Sr. Construction Manager for the current on-call contract and oversees various projects constructed at the FRB site. The project includes construction management, quality assurance and control, and archaeological/paleontological services for the following projects:

- Phase VIIIA-1 Groundwater Protection System, North Landslide Complex Remediation, and Maintenance / Fueling Yard Relocation,
- Administration / Operations Building Tenant Improvements,
- Sewer & Water Treatment System (D-B),
- Greenery Expansion.

Construction management services include managing and coordinating the efforts of general contractors, numerous subcontractors, OCWR staff, State and Federal regulatory agencies, design consultants, CQA consultants, and adjacent construction contractors. Mr. Gatoff was responsible for project control, including cost, schedule control, and quality assurance. He submits for client approval all progress payments, contractor submittals, inspections, RFIs, and change order requests and conducts weekly CM meetings.

Twin Lakes Battery Energy Storage System (SCE), Bridgeport, CA | 2021-2022

Project manager and Owner's Representative for constructing a new 3.5 MW, 3.5 MWh Battery Energy Storage System in Bridgeport, California. Mr. Gatoff's primary role in project management as the Owner's Representative for Southern California Edison (SCE) is to oversee and coordinate the project, including contractors, vendors, and resources. He is also responsible for managing the project budget, providing variance analysis, updating Earned Value metrics, forecasting, contract administration, scheduling and schedule control, and quality assurance. In weekly project meetings, he is also responsible for validating and approving progress payments and coordinating with the contractors on submittals, inspections, RFIs, and change order requests.

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Anaheim Transportation Network's Administrative Headquarters and Electric Bus Charging Facility & Maintenance Yard, Anaheim, CA | 2020-2022

Sr. Construction manager and Owner's Representative for constructing a new $21.2M GMP administrative headquarters, bus maintenance facility, and electric bus charging infrastructure in Anaheim, California. These facilities will become the base of operations for Anaheim Transportation Network and will house operations, staff, maintenance, and storage facilities for 82 electric buses and electric bus charging infrastructure. Mr. Gatoff's primary role for construction management as the Owner's Representative is to provide oversight and coordination of the project from Anaheim Transportation Network's perspective to effectively balance cost in the master program budget, contract administration, cost control, schedule control, and quality assurance. He works with the project team to refine the scope of work to be within Anaheim Transportation Network's budget, reviews delivery methods based on program needs, and recommends an approach to project bidding strategies. He submits all progress payments for client approval, coordinates with the CM-at-risk on contractor submittals, inspections, RFIs, and change order requests, and conducts weekly CM meetings.

Tajiguas Sanitary Landfill, Phase 3 Part 2 Partial Final Closure and Groundwater Protection System Phase IIIE, Santa Barbara County, CA | 2019-2020

Mr. Gatoff was the Sr. Construction Manager for constructing a $2M combined closure and groundwater protection project. The Tajiguas Landfill is a County-owned and operated facility, located at 14470 Calle Real in Santa Barbara, California. This landfill serves the South Coast and the Santa Ynez and New Cuyama Valleys and can process up to 1,500 tons of trash per day. This project consists of two phases of construction: (1) Phase 3 Part 2 Partial Final Closure - County Project No. 129913, and (2) Groundwater Protection System Phase IIIE - County Project No. 828380. The construction of the closure project includes earthwork, erosion control, civil improvements, drainage improvements, final cover assembly, and landfill gas systems. The construction of the liner project includes earthwork, subdomains and LCRS, slope and bench liner systems, and PCS.Mr. Gatoff is responsible for construction management, quality assurance, and control, including cost control, schedule control, and quality assurance. He submits all progress payments, contractor submittals, inspections, RFIs, and change order requests for client approval and conducts weekly CM meetings.

Signal Hill Library, Signal Hill, CA | 2018-2019

Sr. Construction manager for the construction of a new $12M library. The work included over-excavation of site soils/earthwork, foundations, installation of concrete footing, construction of a steel moment framed building (approximately 15,000 square feet of steel) and interior wood framed office areas, parking lot, new trash enclosure, onsite water infiltration system, landscaping, irrigation, electrical car charging station, methane barrier, and oil well vent system realignment. This project required extensive coordination with SCAQMD, City staff, SCE, Verizon, Long Beach Gas & Oil, Signal Hill Petroleum, and others. This project achieved a LEED Gold Certification. Near the end of the project, the general contractor defaulted on their payment bond, which required additional coordination with City staff and the surety company. Additional management was required with the extended construction schedule, stop notice resolution, and a greater than anticipated amount of project controls required to manage the contractor to substantial completion and provide the City with a functioning library. The project was successfully completed within the original contract budget. The Signal Hill Library was chosen as one of the 2019 Project of the Year by the Southern California Chapter of the American Public Works Association.

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STEPHEN MUTCH, PE, CCM, ASSOCIATE DBIA, QSD

CONSTRUCTION MANAGER

Mr. Mutch has more than 34 years of broad civil, program & construction management, and regulatory and environmental experience for various types and sizes of public agency capital improvement projects. His broad civil experience includes vertical building, heavy horizontal, underground utility projects, Piers, Ports, and essential facilities and systems. Clients rely on his expertise in permitting, project commissioning, stakeholder and third-party coordination, and environmental compliance. His regulatory and ecological experience includes working with the California Department of Fish and Wildlife, Regional Water Quality Control Board, Air Quality Management District, Cal DHS, Army Corp of Eng, and Coastal Commission.

Education

Bachelor of Science., Civil Engineering, California State University, Long Beach, 1990

Licenses/Certifications

Certified Construction Manager (CCM), Construction Management Association of America (CMAA), #2384 (renewal in the process)

Registered Civil Engineer, California, #66757

Qualified SWPPP Developer (QSD), #01240

Design Build Associate

Organizations/Affiliations

Building Commissioning Authority

National Registry of Environmental Professionals

Construction Management Association of America

Design-Build Institute of America

Experience

Years Experience: 34

Years with Anser: 22

PROGRAM/CONSTRUCTION MANAGEMENT EXPERIENCE

City of Seal Beach, Seal Beach Pier Repair Project, Seal Beach, CA
Project Timeline: 2023

Mr. Mutch is the senior program manager for repairing the Seal Beach Pier, which was damaged in the recent storm of January 2023. The repairs included installing ten piles to support a boat ramp/gangway lost during various storms in December 2023 and Jan 2024. Other maintenance included pile wraps, repairs of cross bracing, pile caps, and wailers, and retrieving the damaged gangway and other debris from the ocean. Anser also assisted the City in coordination with the insurance carrier on the scope and review of contractor costs and developed a repair plan that addressed all of the needed repairs.

City of Seal Beach, Seal Beach Pier Abutment and Restroom Renovation Projects, Seal Beach, CA
Project Timeline: 2023-2024

As the senior program manager, Stephen and the Anser team worked with City staff, architects, structural observation reports, and other consultants to develop the rehabilitation requirements for the concrete pier abutment and the pier restrooms. Anser worked with city staff to create detailed project descriptions for each work task, developing through bid item descriptions quantity takeoffs, assisting with bidding, reviewing contractors' bids, and the kickoff of work efforts. Additionally, Stephen and the Anser team participated in the construction management efforts, reviewing and processing RFI's submittals and change requests throughout the reconstruction and rehabilitation of these historic pier facilities. This project consists of Project Management and future Construction Management services to restore the Seal Beach pier concrete abutment and restrooms.

City of Anaheim, Sustainability Education Center, Anaheim, CA
Project Timeline: 2023 – Current

Stephen is the design-build construction manager for this project. The facility is intended as an educational center for informing the community about sustainability systems and methods. The facility will consist of small office space and large exhibit area to promote and highlight various sustainability systems in an adjacent classroom setting for community meetings and other educational presentations. This facility has also achieved the LEED Silver designation. Stephen's role is to facilitate the design review to permit efforts and confirm that these details are consistent with the owner's intent identified in the design-build proposal documents. This coordination includes assisting the City staff with design reviews designed considerations in preparation for construction activities.

City of Seal Beach, Seal Beach Tennis & Pickleball Renovation Project, Seal Beach, CA
Project Timeline: 2023-2024

As the senior program manager, Stephen and the Anser team worked with the city staff and architects. Anser's role was to perform a constructability review and monitor the incorporation of comments into a revised plan set. Anser also assisted city staff in bidding support, reviewing and responding to questions, and evaluating bids for contractor selection. Project details included renovation of the clubhouse, construction of new locker rooms, upgraded electrical systems, new lighting, and a new warming kitchen. Pickleball court updates included new poles/light fixtures and the removal of the old locker room building, which will allow more space for future tennis/pickleball court expansion. Upgrades to facility telecommunications and security systems were also added.

SGVCOG, Diamond Bar Golf Course Renovation Project, Diamond Bar, CA
Project Timeline: 2021-2024

As Senior Construction Manager, Mr. Mutch is a responsible engineer in charge of the CM oversight for the renovation of the course to allow for the expansion of the 57/60 FWY. Anser Advisory is SGVCOG's representative on the reconstruction of the Diamond Bar Golf Course (DBGC) to reconfigure/construct new fairways, greens, and other golf amenities. The reconfiguration also requires constructing two major box culverts to capture and discharge 1100CFS of storm flows and surface grading and improvements to allow positive drainage in these areas. Other project aspects include replacing the existing golf course irrigation system with new pipes, watering heads, and controllers, installing new potable and fire water services, and constructing a new 9000 Sf golf maintenance facility. Demolition of existing structures and clearing and grubbing of large areas are part of the reconfiguration efforts. All work must be coordinated with other major roadway widening projects and tight construction schedules. Mr. Mutch also oversees the relocation of a Southern California Edison 66kV Tubular Steel Pole that supports overhead conductors and 2300 LF of 12kV duct banks and overhead power transmission lines. The project will grade an area for the new pole and allow SCE access for the construction of the pole foundation and restringing of the conductions. Because the golf course is being reconfigured, the existing 12kV overhead power line will be relocated underground. Mr. Mutch is also overseeing the construction of about 2,800 LF of 12kV duct back, multiple manholes, and junction structures through the Northeast portion of the project.

County of Santa Barbara Department of Public Works, Tajiguas Resource Recovery Project, Santa Barbara, CA
Project Timeline: 2017-2020

Anser Advisory dba Simplus is the County Department of Public Works representative on the Design-Build for designing and constructing material recovery and anaerobic digester facilities totaling 95,000 square feet. Mr. Mutch's role is to assist the County and coordinate design review and construction details as a representative of the County staff. The project's goal is to achieve source reduction of the Tajiguas landfill to extend the operational times of the landfill. The project entails the coordination with the design-build firm to resolve plan checks, permitting, and approvals of building plans; updates and reconfiguration of the landfill gas systems; expansion of the landfill gas collection and reuse systems to generate about 1 megawatt of power production for the site. Additional efforts include evaluating groundwater sources to serve the new facilities and disposal options.

City of Long Beach, Los Cerritos Channel Stormwater Diversion Project, Long Beach, CA
Project Timeline: 2018-2019

The project included constructing a stormwater collection system that holds 30 acre-feet of stormwater. Construction entailed cast-in-place concrete walls and deck, wick drains, access hatches, manholes, soil excavation and backfill, and a monitoring system that allows water levels to be monitored and controlled. The project included coordination with airport staff, the Federal Aviation Administration, the City of Long Beach City of Signal Hill staff, and the contractor. Mr. Mutch worked with the project team to monitor the overall progress and documentation processes.



LUCAS RATHE, PE, QSD

CONSTRUCTION MANAGER

Lucas Rathe is a multi-disciplined resident engineer and project manager with the experience, lessons learned, and communication skills to lead and manage any construction project. Lucas has managed various construction projects of various sizes and scopes. Regardless of the cost, scope, or complexity, Lucas implements construction management fundamentals to maintain safety, quality, schedule, and compliance on any project. These fundamentals are rooted in communication and decision-making regarding what is best for the project to move forward to maintain schedule, reduce risk, and maintain budget.

Lucas' expertise is in federally funded transportation projects with Caltrans Local Assistance oversight. He understands that document control and following the process of the Local Assistance Procedures Manual (LAPM) or Caltrans Construction Manual is paramount for Caltrans or Local Agencies to maintain their level of funding. In addition, following the LAPM process ensures that all aspects of the project are maintained and administered correctly. As a result, the quality of the final product complies with the specified standards and consistently meets or exceeds the expectations of the communities where the projects are built.

Education

Bachelor of Science, Civil Engineering, University of Pittsburgh, 2003 - 2007

Bachelor of Arts, Mathematics, Seton Hill University, 2003 - 2007

Licenses/Certifications

CA Professional Engineer No. 76273

Qualified SWPPP Developer No. 21590

Experience

Years Experience: 17

Years with Anser: 10

SELECT PROJECT EXPERIENCE

County of San Diego, Gillespie Field Vehicle Service Road to West Transient Ramp
Construction Cost: $1.2M | January 2023 – June 2023

Lucas was the resident engineer of this FAA-funded contract to construct a new 1,110 linear foot by 12-foot-wide vehicle service road (VSR) along Taxiway D. The VSR was supported by a 12-inch over excavated and recompacted subgrade, 6-inches of P-208 aggregate base, and 6-inches of hot mix asphalt with Recycled Aggregate Product (RAP). Other project elements included drainage upgrades, SWPPP, permanent erosion control, precast biofiltration, Portland Cement Concrete (PCC) apron paving, and new taxiway striping. As a resident engineer, Lucas was responsible for the contractor's compliance with the Construction Safety and Phasing Plan (CSPP), coordination with Airport Operations, and general contract administration. The project overcame issues such as Burrowing Owl management, asbestos pipe remediation, and necessary drainage and grade changes due to existing conditions, as well as working along active hangers and taxiways.

Riverside County Transportation Commission, I-15 SMART Freeway Project, Temecula, CA
Construction Cost: $13.2M | Project Timeline: 08/2022 – Current

Lucas is the Resident Engineer for this $13.2M pilot project for Caltrans, which will provide adaptive ramp metering along the northbound I-15 freeway. The project is installing infrared traffic logging (TIRTL) devices at approximately 1/2-mile increments to monitor the speed and volume of traffic to control ramp metering at Temecula Parkway, Rancho California, and Winchester Road NB on ramps. The queued traffic flow from these NB ramps will be adapted to optimize traffic flow through the NB Temecula Valley. For this project, Lucas is responsible for oversight of the administration of the Caltrans Local Assistance project, including enforcement of the contract requirements, traffic control, safety, Risk Level 2 Storm Water compliance, coordination with multiple entities and projects, and implementation of a pilot project.

City of Indio, Herbert Hoover Elementary School Pedestrian Improvement Project
Construction Cost: $5.5M | August 2022 – March 2023

Lucas was the resident engineer on this Caltrans Local Assistance project, which constructed nearly 4 miles of sidewalk behind the existing curb and gutter and reconstructed 278 driveways to the city standard to tie into the new sidewalk and 64 new ADA curb ramps. The project also relocated 269 water meters and 17 fire hydrants for the Indio Water Authority. As a resident engineer, Lucas oversaw the day-to-day administration of the contract but was mostly involved in the constant design changes due to unforeseen existing conditions to ensure proper slopes and ADA provisions were met. In addition, Lucas worked closely with public relations to quickly resolve resident issues or questions as part of the project.

Mission Springs Water District, Regional Water Reclamation Facility, Desert Hot Springs, CA
Construction Cost: $41M | December 2021 – September 2023
Lucas was the resident engineer on this 1.5 million gallon per day (MGD) sequencing batch reactor (SBR) style wastewater treatment plant. Project elements include SBR Structure, headworks facility, lift station, prefabricated steel administration building, and 4 acres of infiltration basins. In addition to contract administrative items, Lucas oversaw all design changes, schedule management, commissioning, testing, and RFI, as well as managed over 300 project structural, mechanical, and electrical submittals. Lucas helped resolve project issues relating to a nesting burrowing owl, MCC delivery/procurement delays, and design conflicts in the plans.

City of Menifee, CIP 17-05 Citywide ADA and Pedestrian Safety Improvements
Construction Cost: $680k | April 2020 – July 2021
The project consisted of replacing existing pedestrian push buttons to APS and replacing existing pedestrian signal heads to countdown type at 47 intersections around the City. The project's scope either creates or replaces new ADA-compliant curb ramps at 11 locations around the city. As Resident Engineer, Lucas was responsible for the project coordination, project schedule, quality assurance, and administration per the Caltrans LAPM.

City of Menifee, CIP 16-08 Citywide Traffic Signal Project (EAST)
Construction Cost: $413k| November 2019 –June 2020
The Traffic Signal East project scope required the installation of a series of wireless radios on existing traffic signal poles around the city. Each radio was connected directly to the controller at each intersection. The radios communicated back to a main hub at City Hall to create a Traffic Management Center. As Resident Engineer, Lucas was responsible for the project schedule, quality assurance, and administration per the Caltrans LAPM.

SANDAG, I-805 Transit Only Lane, San Diego, CA
Construction Cost: $3M | Project Timeline: September 2020 – April 2021
Lucas was the Resident Engineer of the construction portion of this cooperative demonstration project between SANDAG, Caltrans, MTS, and CHP, and created a dedicated “Transit Only Lane (TOL)” for busses to reduce ridership times during heavy traffic congestion periods. MTS Rapid vehicles will utilize designated freeway shoulders/Transit Only Lanes when freeway speeds fall below 35mph. To achieve this, four interchanges along the NB 805, the project installed detection cameras and new traffic loops that communicate with the ramp metering system to notify drivers of oncoming busses using the TOL. Along the WB 94, 1600 feet of the existing Type 50 median barrier was replaced with a Type 60M barrier using a slip-form machine. Additionally, 1.5 miles of shoulder asphalt was milled 0.15 feet and replaced with new asphalt. Additional work upgraded project signage, striping, pavement markings, and communication devices.

RCTD, Avenue 66 Grade Separation Project, Mecca, Riverside, CA
Construction Cost: $36.8M | Project Timeline: October 2019 – April 2022
As a Resident Engineer, Lucas was responsible for the contract administration per Caltrans Local Assistance. He led a team of inspectors and subconsultants whose scopes were in material testing, source inspection, public outreach, and environmental compliance. The project constructed a grade separation bypass connecting SR-111 to Avenue 66 with a new 780 LF cast-in-place railroad grade separation bypass over UPRR, SR-111, and Hammond Road in the community of Mecca, California. Driven steel pile supports the abutment and bent footings. There is 1700 LF of Mechanically Stabilized Earth (MSE) Wall to support the embankment to the abutments with a 4-month settlement period before wall construction. Other proposed improvements included the construction of a new road with Hot Mix Asphalt (HMA) and Class 2AB, construction of a 175 LF simple span cast-in-place bridge to cross Coachella Valley Water District’s (CVWD) Lincoln Irrigation Channel, construction of traffic signals, drainage improvements and relocate over 20 utilities for IID, CVWD, Kinder Morgan, Spectrum and Frontier. Other notable project elements included a $250k VECP, 2500 LF 30” CVWD domestic waterline, a 55-hour weekend closure to mitigate a maternity colony of bats, and coordination of IID relocation of transmission and distribution power.

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ANSER ADVISORY

Part of **Accenture**



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anseradvisory.com

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH
ARCHITERRA DESIGN GROUP

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **Architerra Design Group,** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - Architecture and Landscape Architecture

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9, 2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in

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progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently

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and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall

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comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	Architerra Design Group 10221-A Trademark St. Rancho Cucamonga, CA 91730 Attn: Richard Krumwiede President

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

Tasha Cerda, Mayor

ATTEST:

Mina Semenza, City Clerk

APPROVED AS TO FORM:

Carmen Vasquez, City Attorney

CONSULTANT – Architerra Design Group

Richard W. Krumwiede
Name

Sign: Richard W. Krumwiede
Title: President

Richard Krumwiede
Name

Sign: Richard Krumwiede
Title: Secretary

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX “A”

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference**.** In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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Respectfully Presented by:

ARCHITERRA DESIGN GROUP

June 13, 2024





PROPOSAL FOR:

Request for Qualifications For
On-Call Professional Services:
Landscape Architecture Services

DIRECTED TO:

City of Gardena Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak,
Assistant Public Works
Director

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ARCHITERRA
DESIGN GROUP
LANDSCAPE ARCHITECTURE AND PLANNING

June 13th, 2024

City of Gardena Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

RE: REQUEST FOR QUALIFICATION ON-CALL PROFESSIONAL SERVICES - LANDSCAPE ARCHITECTURE SERVICES

Dear Mr. Kevin,

We are pleased to submit the enclosed statement of qualifications (SOQ) in response to City of Gardena ("City") request qualification for On-Call Landscape Architecture Services.

We possess extensive experience in Landscape Architecture that aligns perfectly with the services you are requesting. Our expertise includes creating conceptual designs and master plans, renovating public facilities, developing planting and irrigation systems, enhancing parking lots and hardscapes, and designing playgrounds and parks. We are eager to expand our portfolio by contributing our knowledge and skills to projects that reflect the urban aesthetics embraced by Los Angeles County in your City. This opportunity allows us to not only grow as a firm but also to positively impact the community through thoughtful and innovative design solutions.

With an extensive background in landscape architecture, ADG assures the City of significant benefits upon selecting our firm for your On-Call List for Landscape Architectural Services. With more than 33 years of industry experience, we offer a wealth of expertise and a proven track record in delivering outstanding results tailored to the unique needs of your agency. Your confidence in our capabilities is well-founded, as evidenced by our portfolio of award-winning projects for multiple agencies similar to yours. These accomplishments underscore our commitment to excellence, professionalism, and dedication that exceed our client's expectations.

Understanding the City's search for a landscape architect firm to augment their on-call list for forthcoming projects. Our firm offers the City the expertise of a team of 17 professionals including 6 licensed landscape architects and 4 project managers. With a meticulous approach to project management, we ensure that all projects are completed on time and within budget, maintaining the highest standards of quality.

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The City's confidence in our work comes from our years of experience and careful attention to detail. We have a deep understanding of the importance of our client's schedules and are committed to delivering the best results possible. Our expertise goes beyond urban planning; we are well-versed in our local native flora, ensuring that our designs blend smoothly with the surrounding environment. Additionally, our dedication to water conservation is evident in our mastery of irrigation techniques developed over time.

Each project awarded to ADG will be assigned the most suitable project manager, guaranteeing efficient oversight and execution. Supported by additional team members, we maintain a robust organizational structure, enabling us to effectively manage ongoing projects while fully committing to the successful development and execution of future projects with the City.

Attached to this proposal, you will find the addendum posted by the City, included in the appendix for your review. We fully acknowledge and agree to comply with the City's agreement and insurance requirements necessary for consideration on the On-Call list. Our team is committed to meeting these standards to ensure a smooth and professional collaboration with the City.

Lastly, ADG is a certified Small Business Enterprise (SBE). Our DIR is #PW-LR-1001113378. As Owner and President, I am authorized to submit proposals, negotiate fees and terms, and commit to contractual terms with the City.

Thank you for considering our submission, and we look forward to the possibility of working together with the City on many projects.

Sincerely,



Richard W. Krumwiede, President, PLA #2834
rkrumwiede@architerradesigngroup.com
Architerra Design Group
architerradesigngroup.com
10221-A Trademark St., Rancho Cucamonga, CA 91730
P: (909) 484-2800 ext. 1002
F: (909) 484-2802

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Firm Qualifications and Experience

Our firm: Architerra Design Group

Architerra Design Group (ADG) is a design-driven, client service-oriented, fully insured professional landscape architectural and site-planning firm, licensed in California. Richard Krumwiede, a licensed Landscape Architect, established the firm in 1991 and has over 40-years of personal experience in the landscape design and construction industry. Mr. Krumwiede provides design oversight, and the office operates under the umbrella of his California License #2834. ADG is a California S-corporation. ADG is a certified Small Business Enterprise (SBE). DIR #PW-LR-1001113378.

ADG has proven to be fiscally responsible, having been in business over 33-years. The firm generates an average annual billing of + $2.5 million, and has no pending litigations, contract defaults, or other negative financial or legal conditions.

We are not party to any lawsuits, nor have we been disciplined as a consultant by any government agency. We are a sound and established company with a proven track record of financial responsibility. We monitor our fiscal health with diligent monitoring and forecasting of our workload monthly and weekly.

Serving clients' needs by producing sustainable, cost effective, and innovative design solutions is the primary goal of ADG. We achieve these goals with the development of strong design concepts that guide each project from the initial design phases to final construction. Consistently striving to achieve this goal, we work with the clients to produce sustainable projects of lasting value.

Public Agency Services

The list below outlines the types of projects, and specialized services, provided by ADG to various Municipal Agencies. Preparation of landscape architectural conceptual design, construction documents, and construction administration for the following types of projects:

1. Public Parks/Recreational Master Planning.
2. Streetscapes, Median Islands, and Entry Monuments.
3. Water Saving Irrigation Retrofit and Design.
4. Multi-Use Trails, Both Urban and Natural Open Space.
5. Municipal Buildings (Fire and Police Headquarters/Stations, Schools, Community Centers, Civic Centers).
6. Specific Plans and Design Guideline Preparation.
7. Urban Redevelopment Projects.
8. Work Force Housing Projects.
9. Community Gardens.
10. Natural Habitat Restoration, Constructed Wetlands and Urban Runoff Detention/Retention Water Quality Basins.
11. Water Conservation and Rehabilitation Projects Focusing On "Green and Sustainable" Landscape Practices with Interpretive Educational Elements.
12. Irrigation Water Use Audits as required to comply with AB 1881.
13. Community Engagement, Public Presentations and Assessments.
14. Both preliminary and final cost estimating services.
15. Entitlement processing.
16. Municipal contract plan-check services.
17. Site Inspections and Certifications for residential, commercial, and public projects.

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Firm Qualifications and Experience

Our Experience:

Our team boasts a staff of 18 professionals, including 6 licensed landscape architects, 4 project managers and a qualified support staff, all with degrees in landscape architecture or related fields. This ensures that we can seamlessly manage all existing projects while fully dedicating ourselves to the successful development and execution of future projects with the City, without any compromise or disruption.

We have a highly professional staff with over 33 years of experience in the landscape architect industry. We have demonstrated our expertise and professionalism through numerous award-winning projects.

Quality Control:

We have a commitment to ensure that we consistently produce our deliverables **free of errors** to meet our client's expectations. In order to achieve this, our dedicated team proactively conduct internal plan check reviews to identify any errors or omissions on our plans for correction by our staff prior any submittal for Agency reviews. This results in more thorough plans with fewer Agency plan check corrections. We also believe that a thorough understanding of Agency submittal requirements and the Client's expectations and goals for the project greatly reduce the potential for rework of our plans, resulting in high Client satisfaction with our work

Subconsultants:

Many of our projects benefit from the extensive experience and technical competence of our subconsultants. Our subconsultants bring a wealth of expertise in their respective fields of architecture, civil engineering, geotechnical, structural, and electrical engineering. We also regularly employ subconsultants for environmental services and photo realistic rendering. These subconsultants are listed bellow.

- **SVA Architects** will provide conceptual building and structural designs.
- **Madole and Associates** will provide all civil engineering, utilities mapping, and survey services.
- **Geotek** will provide geotechnical services.
- **RGSE** will provide structural engineering.
- **JCA Engineering** will provide electrical engineering.
- **ECorp Consulting** will provide environmental services.
- **3D Ikon** will provide 3D Renderings and visualization services.

Grant Experience:

From our past projects, we have gain knowledge and experience in effectively working with our Clients as they secure regional and competitive grant funds for the projects. Some of this experience includes CA Prop 68 and local measure funding for Hamilton Park in Pomona, Rivers & Mountains (RMC) and Urban Greening grant programs for Phil and Neil Soto Park in Pomona, Federal and local Agency grant funding for the City of Rialto and Rancho Cucamonga for Rails to Trails project, and Wildlife Conservation fund grants for San Bernardino County's Desert View Conservation Area. ADG consistently delivers innovative solutions that maximize the impact of those funds.

Award Winning Projects

- Phil and Nell Soto Park - ASLA Honor Award
- Desert View Conservation Area Joshua Tree - ASLA Merit Award
- The Farm at Fairplex - ASLA Merit Award
- Chino Community Garden - ASLA Merit Award
- Route 66 Trailhead - ASLA Merit Award
- Cucamonga Valley Water District - ASLA Merit Award
- Cucamonga Basin - ASLA Merit Award / APWA Project of The Year
- Million Air Airport - ASLA Merit Award
- North Etiwanda Preserve - CPRS Award of Excellence
- Sycamore Ranch - ASLA Honor Award

Memberships & Affiliations

- Member California Park and Recreation Society
- Member American Society of Landscape Architects (ASLA).
- Member Building Industry Association
- Sponsor Inland California Chapter American Institute of Architects(AIA)
- California Water Agencies (ACWA)

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Key Personnel and Experience

Our principal team is led by **Richard Krumwiede (PLA#2834)**, ADG's President and Principal in Charge, who will oversee both the team and project execution. **Gregg Denson (PLA#4094)**, our Director of Design, will be responsible for creating preliminary and conceptual designs.

In addition, we have full dedicated and professional team. They will be assigned to projects based on workload and project specifications, ensuring that each design is managed by the most suitable team members to meet the unique requirements of every project.

At Architerra Design Group, we are committed to overseeing every facet of your project with meticulous attention to detail. With the collective expertise of our in-house team and the as needed support of our trusted subconsultants, we ensure that every aspect is executed to the highest professional standard. Our experienced team at Architerra Design Group is dedicated to providing the City of Gardena unparalleled service, delivering well-oriented designs and meeting all deadlines with precision. Through effective time management and collaboration within our team, we assure the client a seamless process from conception to completion.

We have had the privilege of being awarded several projects from similar agencies like yours. Some of our most recent and notable projects include:

- The Moreno Valley Amphitheater - City of Moreno Valley *(page #12)*
- Moreno Valley Demonstration Garden - City of Moreno Valley
- Rancho Verde Park - City of Moreno Valley
- Phil and Neill Soto Park - City of Pomona *(page #14)*
- Hamilton Park - City of Pomona
- Multiple Park Public Restroom Projects - City of Pomona
- Duarte City Hall Renovation - City of Duarte *(page #13)*
- Duarte Street Medians - City of Duarte *(page #13)*
- City Gateway Monument Sign - City of Duarte
- Vila Borba Park - City of Chino Hills *(page #23)*
- Celebration Park - City of Ontario *(page #24)*
- Cucamonga Basin #6 - S.B. County Flood Control District *(page #22)*
- North Etiwanda Preserve - S.B. Special District *(page #25)*
- Pacific Electric Trail & Route 66 Trailhead Park - City of Rancho Cucamonga *(page #25)*
- Rancho Cucamonga City Hall Renovation Master Plan - City of Rancho Cucamonga
- City of Rancho LMD2 and LMD4 Xeriscape Retrofit - City of Rancho Cucamonga *(page #21)*
- Haven Avenue Underpass and Bridge - City of Rancho Cucamonga *(page #21)*
- Rails to Trails - City of Rialto
- Sycamore Canyon Park Trail - City of Diamond Bar *(page #25)*
- Nichol's Ranch City Park - City of Lake Elsinore
- Claremont City Hall Renovation - City of Claremont *(page #20)*
- 6th Street Medians - City of Beaumont
- Veteran's Memorial - City of Beaumont
- Rangel Park - City of Beaumont
- Tierra Rejada Streetscape Master Plan - City of Moorpark *(page #20)*
- Spring Road Streetscape - City of Moorpark
- Championship Road Streetscape - City of Moorpark
- Tierra Rejada Playground Park Improvements - City of Moorpark
- Walnut Acres Park - City of Moorpark
- Plan Checking Services - City of Moorpark
- San Dimas Master Plan - City of San Dimas *(page #22)*
- Skypark - City ofJurupa *(page #24)*

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Subconsultants Utilized by ADG

Architect: SVA & Associates, Inc., Santa Ana

Since its founding in 2003, SVA Architects, Inc. has offered architectural planning and design services to civic and municipal clients across California and the western United States. For years, our team has been at the forefront of civic center, senior center, performing arts, and public safety facility planning, design and engineering. SVA consistently provides an array of comprehensive architectural and master planning services, ranging from commercial, office and residential to hospitality, educational and numerous urban mixed-use designs. Throughout this time, SVA has been able to receive both new and repeat work commissions based on our reputation, client satisfaction, educational experience, design excellence, technical expertise, sustainable design approach, teamwork, and our overall commitment to our clients.

ADG has been SVA's landscape architect on over 30+ school projects since 2008.

Project Experience with ADG:

- La Habra City Hall, City of La Habra
- Moreno Valley Amphitheater, City of Moreno Valley
- Inland Empire Health Plan (IEHP), Rancho Cucamonga Campus

Civil Engineer: Madole & Associates, Inc. Rancho Cucamonga

Madole Communities Group has provided engineering services throughout the Inland Empire for over thirty years, with their office located in Rancho Cucamonga. Madole's professionals plan and engineer communities where families live, play, learn, shop, and work. Their families are raised in the communities they develop, and they are personally vested in contributing to a higher quality of life, with economic and environmental sustainability. Madole's vision of communities incorporates homes, parks, nature preserves, and schools, integrated with commercial development and effective transportation networks.

Project Experience with ADG:

- SCE Nature Park, City of Redondo Beach
- Hillbrook Park, City of Signal Hill
- Veteran's Memorial, City of Beaumont
- Crossroads Park, City of Chino Hills
- Murrieta Hot Springs Road, City of Murrieta
- Victoria Gardens HOA, City of Rancho Cucamonga
- Phil & Nell Soto Park, City of Pomona
- Rialto Community Garden, City of Rialto
- Chino Community Garden, City of Chino
- Lake Gregory Park Splash Pad, Crestline (San Bernardino County Special Districts)
- Etiwanda Preserve Trail, Rancho Cucamonga (San Bernardino County Special Districts)
- Silvertip, Stardust, & Longview Parks, City of Diamond Bar
- Wrightwood Skate Park, Wrightwood (San Bernardino County Special Districts)
- Sycamore Canyon Park Trail Phase 3 & 4, City of Diamond Bar

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Subconsultants Utilized by ADG

Electrical Engineer: JCA Engineering, Inc. E-11795

JCA Engineering is dedicated to providing efficient innovative architectural lighting design services, and state-of-the-art electrical engineering. JCA is a Certified Small Business Enterprise. Projects successfully completed within the last year represent total construction values exceeding thirty million dollars. Those projects encompassed active and passive recreational sites, sports complexes, arenas, new and renovated educational facilities, efficient public works facilities, religious facilities, and streetscapes for community revitalization.

The principals of this growing firm offer more than 65-combined years of experience in electrical systems engineering.

Project Experience with ADG:

- Moreno Valley Amphitheater
- Spring Valley Lake Entry Monument, Victorville (San Bernardino County Special Districts)
- Archibald Median & Community Gate Way, City of Ontario
- Villegas Park, City of Riverside
- Silvertip Park, City of Diamond Bar
- Hamilton Park, City of Pomona
- Phil & Nell Soto Park, City of Pomona
- LMD Paseo Streetscape Lighting City of, Rancho Cucamonga
- Fairplex, Pomona
- Home Developer Community Parks for Beazer Homes, DR Horton, Lennar, Tri Pointe, KB Homes, Brookfield, Diversified, Lewis, K. Hovnanian & Pulte.

Structural Engineer: RGSE, Inc. #4595

Ramon Garcia established RGSE, Inc. in June 2005. RGSE, Inc. primarily provides structural engineering consulting services to architects as part of a design team for building structures. We also provide services for: diligence reports, structural observations, expert witness, forensic engineering, seismic evaluation of existing buildings, and some heavy concrete civil structural design.

RGSE, Inc. has significant project and engineering experience in commercial, industrial, public, DSA, essential facilities, high-end custom homes, senior housing, multifamily housing, mixed use, seismic retrofits, due diligence reports, fatal flaw analysis, and peer reviews. We have extensive experience with steel, concrete, wood, and masonry, encompassing work on numerous building types including concrete tilt-up, steel moment frames, steel brace frames, light framed wood construction, concrete two-way slabs, one way slab and beams, waffle slabs, pre-cast parking structures, metal stud buildings, panelized roofs, steel joists.

Project Experience with ADG:

- Dominguez Park, City of Redondo Beach
- Eagle Vista, French Valley (Pulte Homes)
- Veteran's Memorial, City of Beaumont
- Metrolink Station, City of Moorpark

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Subconsultants Utilized by ADG

Geotechnical Services: Geo Tek, CEG#1892

Geotek is a full-service consulting firm specializing in geotechnical, construction materials testing and inspection services and environmental services since it was incorporated in 1997. With offices in California, Idaho, Utah, and North Dakota, their services are provided by a diverse team of professional who are passionate about their careers and who carry a specialized knowledge of their profession. Geotek's staff is a multi-disciplinary team of professionals that include civil/geotechnical engineers, geologist, hydrogeologists, geophysicists, and environmental scientists. These professionals have decades of experience consulting on projects ranging from land development, public works, roadways, and high-rise construction to wireless industry projects.

Project Experience with ADG:

- Hillbrook Park, City of Signal Hill
- Moreno Valley Amphitheater, City of Moreno Valley
- Park Restroom Improvements, City of Pomona
- Phil and Nell Soto Park, City of Pomona
- Desi Arnaz Park, Eastvale (Jurupa Community Services District)
- Colton City Hall Paseo, City of Colton

Environmental Services: ECorp Consulting, Inc.

Geotek is a full-service consulting firm specializing in geotechnical, construction materials testing and inspection services and environmental services since it was incorporated in 1997. With offices in California, Idaho, Utah, and North Dakota, their services are provided by a diverse team of professional who are passionate about their careers and who carry a specialized knowledge of their profession.

Geotek's staff is a multi-disciplinary team of professionals that include civil/geotechnical engineers, geologist, hydrogeologists, geophysicists, and environmental scientists. These professionals have decades of experience consulting on projects ranging from land development, public works, roadways, and high-rise construction to wireless industry projects.

Project Experience with ADG:

- Moreno Valley Amphitheater

3-D Ikon

3DIkon is a Professional Architectural Visualization studio composed of a young team of Architects, 3D Digital Artists, Graphic Designers, and Digital Animators determined to make use of their fullest potential and expertise to professionally assist Architectural firms, Engineering firms, and Building Industries around the globe.

Their sole mission is to provide excellence by meeting your time and cost expectations without sacrificing detail and professionalism. They continuously strive to help their clients with impress graphics and imaging.

Project Experience with ADG:

- Beaumont Civic Center, Beaumont
- The Desi Arnaz House Park, Eastvale
- Atwell Lift Station, Banning
- Moreno Valley Amphitheater, Moreno Valley
- Nitrate Plant, Rancho Cucamonga

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PROJECT ORGANIZATIONAL CHART

Consultant Firm
ARCHITERRA DESIGN GROUP

ADG President
Richard Krumwiede PLA #2834

Director of Design
Gregg Denson PLA #4302

Marketing Coordinator/ Graphic Designer
Omar Arellano

Administration Manager
Kiley Sandoval

Subconsultants
SVA
Architects
Madole and Associates
Civil Engineer
JCA Engineering
Electrical Engineering
GeoTek
Geotechnical
ECorp
Environmental Consultants

Project Managers
Andrew Krumwiede - PLA #6692
Ryan Skolny - PLA #6551
Peter Dalman - PLA #5488
Kay Kite - PLA #6760, CID, CLIA
Aaron Odland - Texas #2780

Landscape Designers
Jennifer Lioy
Municipal Plan Check Coordinator
Michael Moreno
Jesus Fernandez
Juan Garcia
Daniel Jacobs
Raphael Tumbokon
Laura Vasquez
Michael Wagner
Valerie Alegre

COLOR CODE LEGEND
- ASSIGNED FOR PROJECT
- IN-HOUSE PERSONNEL
- SUBCONSULTANT

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Similar Projects

Client: City of Moreno Valley

Civic Center Amphitheater and Park



ADG was contracted by the City to prepare the conceptual design and construction documents as the prime consultant for the 8-acre Civic Center Municipal Amphitheater. Conceptual designs for the outdoor amphitheater include a fully operational public performance stage, terraced seating for 500-600 audience, and an informal sloped lawn area for potential overflow seating. Theater design includes ADA vehicular and pedestrian accessibility along with ADA seating within the theater. Other amenities include an informal lawn play area along with a sloped lawn area for the Annual Moreno Valley Snow Day and Holiday Festival. Our design also includes a "front of house" control booth for theatrical stage lighting, audio and video production. Backstage accessibility includes production and maintenance vehicle access for production load-ins and strikes.

A primary paseo provides ample room for City events and vendors, while connecting to existing paseos at the Civic Center complex. ADA accessible restroom facilities are included in the design and are readily accessible from the theater seating area. Planting includes a plant palate of native and drought tolerant ornamentals and climate appropriate shade trees.

Primary vehicle access is located at Veterans Way and includes entrance monument and directional signage. Parking for 360 vehicles is included in the design. Diamond planters are included in the parking lot design for appropriate tree and ornamental plantings.

ADG Team:
Richard Krumwiede - Project Executive
Gregg Denson - Director of Design Landscape Architect
Peter Dalman - Project Manager

Design Started: April 2018

Construction Complete: June 2021

Contact:
Henry Ngo
Capital Projects Division Manager
City of Moreno Valley
(951)413-3106
14177 Frederick Street,
Moreno Valley, CA 92552
Email: henryn@moval.org

MORENO VALLEY
WHERE DREAMS SOAR

Other Projects with this Agency

- Rancho Verde Park
- Community Demonstration Garden located at the Civic Center Campus
- Restroom Renovation Adriene Mitchell
- Restroom Renovation Civic Center
- Restroom Renovation Community Park

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Similar Projects

Client: City of Duarte

City of Duarte City Hall Renovation and Street Scape



ADG prepared a site analysis and conceptual landscape master plan for the renovation and redesign of the City of Duarte's Civic Center central plaza. Design included planting, irrigation and hardscape design for the plaza and access routes to the plaza from the street and parking areas. The goal was to enhance the overall aesthetics and to provide additional usable space at the Civic Center.

The redesign focused on updating the ADA accessibility within the plaza and entry routes to meet current ADA accessibility requirements and was funded using a Community Development Block Grant. In addition, the project included the redesign the central plaza and southern "drop-off" plaza to increase usable space and upgrade the aesthetics for the Civic Center. Plans included redesigned hardscape featuring new paving materials, lighting, focal elements, and site furnishings. Planting plan included the removal of inefficient landscape plant materials and irrigation systems and replacing them with efficient low volume automatic irrigation systems along with attractive, colorful, and drought tolerant plant materials that meet the requirements of the State of California's Model Water Efficient Landscape Ordinance.

ADG was also contracted by the City of Duarte to design a Median Retrofit project. The primary objective of this endeavor was to reduce water usage in the area. To achieve this goal, the plan involved replacing traditional turf with native, low water-use California plants, as well as plants adapted to the Mediterranean climate of the region.



ADG Team:
Richard Krumwiede - Project Executive
Gregg Denson - Director of Design Landscape Architect
Andrew Krumwiede - Project Manager

Design Started: February 2015

Construction Complete: September 2023

Contact:
Craig Hensley
Community Development Director
626-357-7931
City of Duarte
1600 Huntington Drive
Duarte, CA 91010
Email: chensley@accessduarte.com

Other Projects with this Agency

- Duarte Civic Center
- Duarte Road Medians Retrofit
- Duarte Road Turf Conversion
- City Gateway Monument Sign
- Huntington Drive Medians Retrofit

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Similar Projects

Client: City of Pomona

Phil and Nell Soto "Nature" Park



ADG undertook the task of conceptualizing and crafting construction documents for a new 1.76-acre park situated within the Wilton Heights Historic District of Pomona. Drawing inspiration from the approved Rivers and Mountain Conservancy (RMC) "Project Development Plan," our team meticulously shaped the design of this passive, nature-oriented park. Through extensive oversight and collaborative efforts, we facilitated multi-agency coordination involving the City of Pomona, the RMC, and Southern California Edison, ensuring alignment with community preferences. Furthermore, ADG organized inclusive community outreach sessions, engaging both City staff and residents, with the added support of our in-house Spanish-speaking translator, to foster meaningful dialogue and gather valuable input.

As the project progressed, ADG remained dedicated to translating vision into reality, navigating regulatory requirements, and nurturing community involvement every step of the way. Through our integrated approach and commitment to effective communication, we aimed to create a park that not only harmonized with its historic surroundings but also served as a cherished gathering space for generations to come.

ADG Team:
Richard Krumwiede - Project Executive
Gregg Denson - Director of Design Landscape Architect
Ryan Skolny - Project Manager

Design Started: February 2011

Construction Complete: September 2020

Contact:
Matt Pilarz
Senior Civil Engineer City of Pomona
(909) 620-3652
505 South Garey Avenue,
Pomona, CA 91769
Email: Matt_Pilarz@ci.pomona.ca.us

Other Projects with this Agency

- Phil & Nell Soto Nature Park
- Hamilton Park
- Multiple Park Public Restroom Projects

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PUBLIC AGENCY REFERENCES

City of Moorpark
Jeremy Laurentowski, Parks and Recreation Director
(805) 517-6385
799 Moorpark Avenue
Moorpark, CA 93021
Email: JLaurentowski@moorparkca.gov

Projects:
- Tierra Rejada Playground Park Improvements - 2019
- LMD 20 & 22 - 2020
- Tierra Rejada Streetscape Master Plan - 2022
- Tierra Rejada XS - 2022
- 6th Street Median - 2024

City of Upland
Robert D. Dalquest, Development Services Director
(909) 931-4148
460 N. Euclid Avenue
Upland, CA 91786
Email: rdalquest@uplandca.gov

Projects:
- Pocket Park - 2020
- Memorial Park Upgrades - 2021
- Bodenhamer Pocket Park - 2021
- Downtown Parkets - 2022
- Thomas Magnolia Plaza - 2022

City of Redondo Beach
Andrew S. Winje, P.E.
City Engineer, Engineering Services Division
(310) 318-0661
415 Diamond Street
Redondo Beach, CA 90277
Email: andrew.winje@redondo.org

Projects:
- Dominguez Park - 2019
- Design Guidelines- 2019
- Dominguez Park Upgrades - 2022
- SCE Nature Park - 2022

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ARCHITERRA DESIGN GROUP - PROFESSIONAL FEES

It is understood that the projects assigned will vary in both scope and fees, and that the final fee amount and scope of work for each assigned project will be a negotiated lump sum with the Client at the time of the assignment. We also understand that some of the project phase services may be billed hourly as requested, or negotiated.

ARCHITERRA DESIGN GROUP BILLING RATES:

- Principal: $200.00/hour
- Director: $175.00/hour
- Project Manager: $135.00/hour
- Landscape Designer: $125.00/hour
- CAD Draftsman: $100.00/hour
- Clerical: $ 60.00/hour

REIMBURSABLE EXPENSES

The following costs shall be reimbursed at cost plus 15% and are not included in the Basic Fee for Services:

- Expense of reproductions for generation of original drawings, plan check submittal and construction bidding, including printing, plotting, Xerox copying, photo reproductions.
- All automobile mileage shall be paid at the standard rate for business automobile use as set forth by the Internal Revenue Service.
- Cost of postage and shipping expenses other than first class mail.
- Photographic services, film and processing.
- Cost of models, special rendered exhibits, promotional photography, special process printing, special equipment, special printed reports or publications maps and documents approved in advance by Client.
- Agency Processing and fees paid for securing approval of agencies having jurisdiction over the Project. (Plan check fees, variance applications, etc.).
- Fees for additional special consultants retained with the approval of Client.

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Richard Krumwiede, PLA #2834

Project Executive Landscape Architect



Mr. Krumwiede founded Architerra Design Group in 1991and the firm has operated continuously since that time. He maintains a fully staffed office in Rancho Cucamonga with 16 full-time credentialed employees including 6 registered landscape architects.

He has over 40 years of Landscape Design and Construction experience. He conducts design development and administration on a wide range of landscape design for capital improvement projects with a portfolio of public, private, and commercial projects public safety facilities, corporate campuses, district headquarters, civic centers, public parks, and master planned communities.

Industry Experience

- 46 Yrs Industry Experience
- 33 Yrs with ARCHITERRA
- 7 Yrs with other LA FIRM
- 6 Yrs Landscape Contracting Experience

Certifications & Licensing

- Registered Landscape Architect California #2834
- ASLA
- CPRS
- BIA
- CLCA
- Eagle Scout 1974

Education

- B.S. Landscape Architecture; California State Polytechnic University, Pomona

Relevant Project Experience

- Phil and Nell Soto Park, Pomona, CA
  Role: Project Executive
  City of Pomona | 2020

HONOR AWARD

- Riverbend Park, Jurupa Valley, CA
  Role: Project Executive
  Lennar Homes | 2020

- Desi House, Eastvale, CA
  Role: Project Executive
  JCSD | 2022

- North Etiwanda Preserve, Rancho Cucamonga, CA
  Role: Project Executive
  S.B. City Special Districts | 2005

ASLA AWARD

- Cucamonga Basin #6, Upland, CA
  Role: Project Executive
  S.B. City Flood Control District | 2008-2012

ASLA AWARD APWA AWARD

Relevant Experience

- [x] Master Plan
- [x] Irrigation System
- [x] Hardscape
- [x] Facility Upgrades

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Gregg Denson, ASLA, PLA#4302

Director of Design Landscape Architect



Industry Experience

- 30 Yrs Industry Experience
- 25 Yrs with ARCHITERRA

Certifications & Licensing

- Registered Landscape Architect California #4302
- ASLA
- CPRS
- California Native Plant Landscape Program

Education

- B.S. Landscape Architecture; California State Polytechnic University, Pomona

Mr. Denson is responsible for overseeing all aspects of project design from inception to completion. His duties would include participation in client meetings, design development, and finalization of all formal design exhibits.

He has been involved with the design of some of the firm's most challenging trails projects. The talented design team he heads up works on projects focusing on sustainable design such as open space public gathering areas, retrofits of existing public facilities for resource conservation, specific plan developments for master planned communities, schools, mixed-use residential developments, trail planning, and open space preserve enhancement projects.

Relevant Project Experience

- Hamilton Park, Pomona, CA
  Role: Director of Design Landscape Architect
  City of Pomona | 2020

- Hillbrook Park, Signal Hill, CA
  Role: Director of Design Landscape Architect
  City of Signal Hill | 2023

- Metrolink, Moorpark, CA
  Role: Director of Design Landscape Architect
  City of Moorpark | 2017

- Moreno Valley Amphitheater, Moreno Valley, CA
  Role: Director of Design Landscape Architect
  City of Moreno Valley | 2023



- Rails to Trails Rte 66, Rancho Cucamonga / Rialto, CA
  Role: Director of Design Landscape Architect
  City of RC and Rialto | 2014



Relevant Experience

- ☑ Trail Design
- ☑ Open Space Planning
- ☑ Park Design
- ☑ Habitat Restoration

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APPENDIX

Docusign Envelope ID: F6B58401-1D90-4157-9174-A74A8839614E

Additional Relevant Projects

Tierra Rejada Streetscape

Client: City of Moorpark

ADG developed a comprehensive master plan for the Tierra Rejada Streetscape Project in the City of Moorpark, focusing on retrofitting existing infrastructure and enhancing the overall streetscape. Key elements of the project included upgrading the irrigation system to ensure efficient water use and implementing hardscape improvements to enhance the aesthetic and functional aspects of the streetscape. The landscape design incorporated drought-tolerant plants, promoting sustainability and reducing water consumption. These enhancements aimed to create a visually appealing, environmentally friendly streetscape that meets the community's needs.







Claremont City Hall Renovation

Client: City of Claremont



We are developing comprehensive plans for the renovation of the City of Claremont City Hall, situated west of Harvard Ave between 2nd and Bonita. This historic mission-style building will undergo significant landscape and irrigation system upgrades. Our design aims to blend modern sustainability with the building's classic charm, featuring a new landscape layout composed of drought-tolerant, water-conserving plants that will reduce maintenance and water usage. The irrigation system will be overhauled to incorporate the latest water-saving technologies, ensuring efficiency and resilience.

To further enhance the aesthetic and functionality of the outdoor space, we will integrate decomposed granite pathways, which offer a durable and attractive solution for walkways and open areas. This renovation not only preserves the historical integrity of the City Hall but also aligns with contemporary environmental standards.





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Additional Relevant Projects

Haven Avenue Underpass and Bridge
Client: City of Rancho Cucamonga



Envisioned as the "Gateway to the City", ADG prepared the aesthetic design for the grade separation bridge. Utilizing cultural and historical thematic elements, the bridge offers a dramatic and inviting entry to the Civic Center of the City. In addition to the decorative bridge adornments, the project included design and construction documents for the parkways and medians that included accent boulders, meandering cobble accents, hardscape, and walkways, accented by a drought tolerant and native planting plan with water wise irrigation.

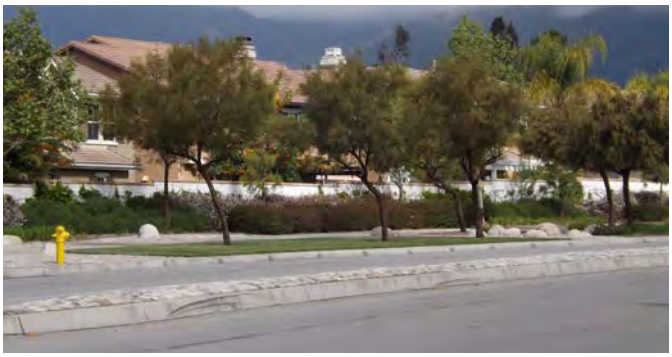
SR-91 Corridor Improvement Project
Client: City of Corona

ADG, acting as sub-consultant to Parsons Transportation Group, prepared analysis, design development, and construction documents for the landscaping, irrigation systems, utilities, and site drainage for multiple commercial sites along the SR-91 corridor through Corona, due to widening of the freeway. Plans were needed due to realignment of property lines to accommodate the new construction. This project is funded through the Riverside County Transportation Commission (RCTC), and Caltrans Standards plans were also submitted to the City of Corona for Development Plan Review.



City of Rancho Cucamonga LMD 2 & LMD 4 Renovation
Client: City of Rancho Cucamonga

In an effort to reduce water and maintenance costs, as well as add cobble hardscape within these non-compliant LMD areas, the City has asked Architerra Design Group (ADG) to prepare conceptual planting, irrigation and hardscape design retrofit strategies to update these areas to current City landscape and LMD guidelines. ADG focused on identifying "typical" non-complying planting areas such as medians and parkways within the LMD





District, to develop retrofit plans that can be applied District wide in the LMD.
We also assisted the City in determining where to start the landscape retrofits in the District by identifying the highest need areas, preparing conceptual improvement phasing plans and determining initial improvement budgets.

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Additional Relevant Projects

San Dimas Master Plan
Client: City of San Dimas

Design and construction documents for the redesign of San Dimas' Historic Downtown Bonita Avenue. The City contracted ADG to replace the deteriorated boardwalk installed downtown built in the mid 1970's, which was causing increased maintenance and replacement costs, as well as public safety and liability concerns. ADG analyzed the proto-typical downtown block area, and created several design studies consistent with the established citywide design themes, and provided estimates of probable construction costs for each design scheme, to determine the best solutions for a renovation/redesign of the overall downtown area.





Riverbend Park
Client: Lennar Homes





Riverbend Park, nestled in the heart of the City of Jurupa Valley, spans across a 9.15-acre community park site. Embracing its namesake, the park offers a charming "river" themed tot lot, complete with centrally located restrooms, shaded structures, and ample picnic spots for families and friends to gather. The park offers a range of amenities, including tot-lot play equipment, group picnic shelters, benches, and picnic tables, providing a serene oasis for families and friends to enjoy nature's tranquility.

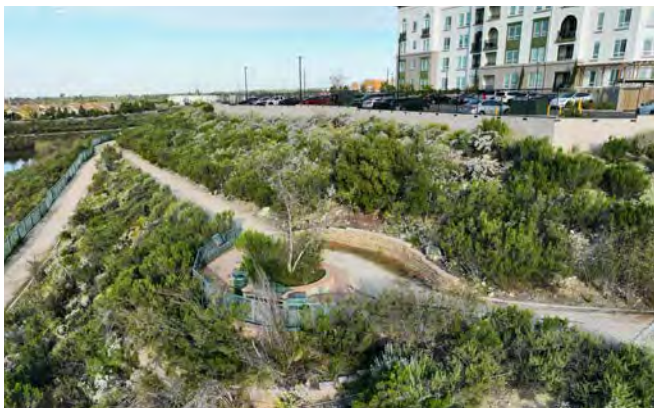
Cucamonga Basin #6
Client: S.B. County Flood Control District



Cucamonga Basin #6 was designed as a multi-purpose flood control and groundwater recharge facility. While built for flood protection and water quality control, other goals of this multi-agency project included habitat restoration and creating open space recreation within the San Bernardino County Flood Control District. The design team took what would normally be viewed as an obtrusive "hole in the ground" and turned it into an award winning and groundbreaking facility protecting a newly constructed housing community from a 100-year flood in addition to offering a dynamic and self-perpetuating ecosystem providing residents unique recreational and educational opportunities.

The Basin itself encompasses 11 acres of wetland habitat restoration, 15 acres of riparian habitat restoration, and 37 acres of Riverside an Alluvial Fan Sage Scrub. As a functional and ecological centerpiece for the surrounding community the Basin is an invaluable asset built to a high level of aesthetics and environmental stewardship.

Cucamonga Basin #6 is the first built example in San Bernardino County of this type of functional flood control basin blending the restoration of a sustainable self-perpetuating ecosystem with a recreational use overlay. It was awarded the 2012 SCCASLA Merit Award for Land and Water Reclamation and Conservation as well as an American Public Works Association, Project of the



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Additional Relevant Projects

Villa Borba Park

Client: Standard Pacific

Vila Borba Park, situated on a 5-acre site west of Butterfield Ranch Road in Chino Hills, offers a wealth of amenities for visitors to enjoy including within 2 dog parks. The park ensures convenience and accessibility for all. Dual age tot lot facilities cater to the diverse needs of young visitors, while individual use picnic tables and group picnic areas with tables provide spaces for gatherings and relaxation. A sprawling open turf area accommodates soccer enthusiasts, and a connection point to the Butterfield Ranch Road multi-use trail system encourages exploration. With an interior park walkaway system for easy access to various park areas and entry monumentation making its entrance, Vila Borba Park promises a delightful experience for all who visit.







Redondo Union High School

Client: SVA Architects

ADG, renowned for their innovative approach to architectural design, undertook the monumental task of crafting a master plan to revitalize Redondo Union High School's athletic facilities. Meticulously considering every aspect, from functionality to aesthetics, ADG conceptualized a transformative vision. The plan included the renovation of essential amenities such as the football field, soccer fields, softball and baseball fields, as well as the introduction of modern features like a state-of-the-art aquatics pool and a meticulously designed golf practice course.

With a keen eye for detail, ADG ensured that each element seamlessly integrated with the school's ethos, enhancing the overall student experience. The result was a comprehensive blueprint that not only met the school's immediate needs but also set the stage for a vibrant future in athletics and recreation.



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Additional Relevant Projects

The Desi House Park and Event Center

Client: Jurupa Community Services District

The Jurupa Community Services District (JCSD) acquired the Desi House and it's 2.5-acre surrounding site with the intent of further restoring the Spanish Style home and developing the surrounding site for use by the Eastvale community. The Desi House site provided a unique opportunity to tie the structure and it's use to the adjacent Santa Ana River trail being developed by JCSD.

ADG provided program development, community outreach and a final master plan, along with construction documents and project oversight for the historic 4,400 SF Desi House and surrounding 2.5-acre park space. Originally designed by Desi Arnaz ("I Love Lucy"), to reflect his childhood home in Santiago, Cuba, the home was constructed in Corona in 1960 and later moved to its current site over-looking the Santa Ana River in Eastvale California.







Celebration Park

Client: City of Ontario







Designed to be an integral part of the Community Center and surrounding development of the Park Place, located in the Ontario Ranch development zone. As is often the case in new developments, many of the traditional elements of neighborhoods may take years to coalesce. Celebration Park was envisioned from the outset, to improve the neighborhood quality of life by providing a large, traditional community centered park at the core of this newly built community.

Sky Park

Client: City of Jurupa

ADG prepared the conceptual plans and construction documents for the aviation themed Sky Park located in the Sky Park Development adjacent to Flabob Airport. Layout of the park includes pedestrian paseo leading to the silhouette of a mid-century prop plane and includes the monument, hardscape, shade structures and other aviation themed amenities.

Drought tolerant and water-wise planting and irrigation was used in accordance with local and state water use mandates







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Additional Relevant Projects

Pacific Electric Trail & Route 66 Trailhead Park
Client: City of Rancho Cucamonga



The Pacific Electric Trail travels more than six miles through the city of Rancho Cucamonga California. Beginning at the bordering cross street of Grove Avenue in Upland and traversing the City through to Fontana, it utilizes the original Pacific Electric Railway easement as it connects with major street and community destinations along the route. The ASLA Merit Award winning Trail head Park sits approximately ¼ mile in from the start of the trail alongside the current configuration of Historic Route 66 (Foothill Boulevard). Situated at the base of Red Hill, it is near the site of the first homestead in Rancho Cucamonga and has both historic and transportation interest and value for the community.

Sycamore Canyon Park Trail
Client: City of Diamond Bar

This 1.3-mile out-and-back trail, nestled near Diamond Bar, California, stands as a testament to ADG's expertise in trail design. Our team designed both the master plan and construction documents, ensuring every aspect of the trail met the highest standards of functionality and aesthetics. Moreover, within this park lies a serene section dedicated to flora and fauna preservation. Visitor experience led us to install educational and way-finding signage and interpretive panels strategically placed throughout the trail system loop.



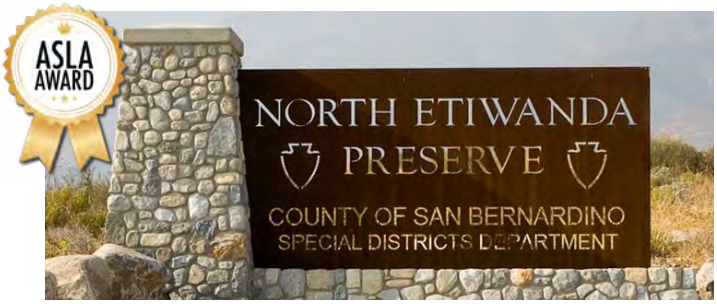






North Etiwanda Preserve
Client: S.B. County Special Districts

Winner of the 2010 American Society of Landscape Architects (ASLA) "Honor Award" for Specialty Park, this 1,200-acre natural open-space preserve is in San Bernardino County, north of the City of Rancho Cucamonga, CA. Located within proximity to a large and growing urban population, the trails of the North Etiwanda Preserve provide both active and passive recreational opportunities such as hiking, trail running, and bird and wildlife viewing. The preserve contains the most locally accessible wild-lands trails for large portions of the Inland Empire's expanding urban population.
Master plan and construction documents were prepared for parking areas, trail head kiosks, trail system rest areas, and for interpretive exhibits within highly sensitive plant and wildlife habitat areas. ADG designed the educational and way-finding signage located throughout the trail system loop. The historical significance of the area, along with descriptions of the native flora and fauna, are boldly represented on custom signs designed by ADG, where hikers are educated as they continue along the hiking loop.



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Disciplinary Actions

Disciplinary Actions Statement

We hereby affirm that there are no disciplinary actions against any of our licensed professionals in 'responsible charge' working on City projects. Our team maintains the highest standards of professional conduct and ethics, ensuring compliance with all regulatory requirements.

Sincerely,



Richard W. Krumwiede, President, PLA #2834
rkrumwiede@architerradesigngroup.com
Architerra Design Group
architerradesigngroup.com
10221-A Trademark St., Rancho Cucamonga, CA 91730
P: (909) 484-2800 ext. 1002
F: (909) 484-2802

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City Addendum

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH
AZTEC ENGINERING GROUP, INC

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **AZTEC Engineering Group, Inc,** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - General Civil Engineering Design

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9**, **2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in

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progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently

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and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall

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comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to indemnify, hold free and harmless including the cost to defend the City, it elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the negligent performance of the Consultant its employees, and/ or authorized subcontractors, of the work undertaken pursuant to this Agreement. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints, or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity shall be limited to the extent required by Civil Code Section 2782.8, to claims that arise out of, or pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. The City agrees that in no event shall the cost to defend charged to the Consultant exceed the Consultant's professional proportionate percentage of fault. This provision shall supersede and replace all other indemnity provisions contained in either the City's specifications or Consultant's proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

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14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s)

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for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement. If City uses Consultant's documents in a manner not contemplated by this Agreement, City agrees to indemnify and hold harmless Consultant, its officers, directors, agents, and employees ("IMDEMNITEES"), to the fullest extent permitted by law, form and against all claims, damages, losses and expenses (including attorney fees and other legal expenses) arising out of, or in connection with any act, error, or omission of Consultant, or their employees, servants, agents or subcontractors.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal

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information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national

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origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	AZTEC Engineering Group, Inc 30 Executive Park, Suite 120 Irvine, CA 92614 Attn: Michael Bruz Title: Vice President

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but

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not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

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36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

Tasha Cerda, Mayor

ATTEST:

Mina Semenza, City Clerk

APPROVED AS TO FORM:

Carmen Vasquez, City Attorney

CONSULTANT – AZTEC Engineering Group, Inc

Michael Bruz
Name

Sign: Michael Bruz
Title: Vice President

Kara Strong
Name

Sign:
Title: SVP Finance & Administration

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

Docusign Envelope ID: 2262E0DB-2363-46E6-92D7-0BD5265E0653

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX “A”

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference**.** In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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STATEMENT OF QUALIFICATIONS

ON-CALL PROFESSIONAL ENGINEERING, ARCHITECTURE, AND/OR LANDSCAPE ARCHITECTURE SERVICES

General Civil Engineering Design







June 13, 2024

AZTEC TYPSA

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AZTEC Engineering Group, Inc.
30 Executive Park, Suite 120 | Irvine, CA 92614
TEL: 714.656.2805 | FAX: 602.454.0403
sogburn@aztec.us | www.aztec.us

June 13, 2024

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

RE: Statement of Qualifications for General Civil Engineering Design

Dear Selection Panel Members:

AZTEC Engineering Group, Inc. (AZTEC) is thrilled to submit our Statement of Qualifications for General Civil Engineering Design to the City of Gardena (City). AZTEC understands the importance of engineering excellence, which serves as our foundation for successful project delivery. We have the right combination of experience, responsiveness and dependability to successfully deliver every task order that may be assigned to us. We are focused on client service and value on-time delivery, fiscal responsibility and sustainability in our planning and design efforts.

WE KNOW HOW TO DELIVER ENGINEERING SOLUTIONS

Founded in 1992 as a small Disadvantaged Business Enterprise (DBE) firm, AZTEC is a California C Corporation business entity and has grown into a full-service consulting firm with more than 200 employees and expertise that includes general civil engineering, bridge/structural engineering, transportation/traffic planning and engineering, digital services, rail and transit, environmental services, architecture, landscape architecture, survey/mapping, and construction services.
Our proposal demonstrates AZTEC's "full-service" capabilities to provide general civil engineering design services and facilitate the City's infrastructure delivery objectives. AZTEC is client-focused and truly set up to deliver projects promptly and efficiently. We have completed hundreds of engineering projects for all stages of project development from initial studies to final design to construction services.

RELEVANT EXPERIENCE

Our Project Manager (PM), Steven Ogburn, PE will lead Team AZTEC and will also serve as a Task Order Manager. He is well-versed in the task order process and is looking forward to establishing a lasting relationship with the City through this contract. Steven will be supported by experienced staff including:

- Task Order Managers, Natalya Shikaloff, PE and Sonia Alonso, PE, who bring well-rounded experience and technical expertise in Traffic, Civil and Structural Engineering
- Discipline-specific leads including Jason Song, PE, PhD for roadway and site design, Michael Amling for environmental, and Jack Fleming, PE, QSD will serve as our Quality Assurance Manager

To augment our team, we have partnered with three specialty subconsultants, including: CL Surveying and Mapping for surveying and mapping, Diaz Consultants, Inc. dba Diaz Yourman & Associates (Diaz Yourman) (DBE) for geotechnical engineering, and J. Smith and T. Muli, Inc. for drainage, hydrology and hydraulic studies, water quality and Stormwater Pollution Prevention Plan (SWPPP) services.

OUR PASSION DRIVES US TO EXCEL

AZTEC strives for proactive client service management. Our team members will leverage their knowledge and experience to effectively meet the City's goals in this category. The projects presented in our proposal demonstrate our flexibility and innovation where we employed cost-effective strategies to reach performance goals and deliver on schedule.

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AZTEC Engineering Group, Inc.
30 Executive Park, Suite 120 | Irvine, CA 92614
TEL: 714.656.2805 | FAX: 602.454.0403
sogburn@aztec.us | www.aztec.us

QUALITY DELIVERABLES ON TIME/WITHIN BUDGET AND WE ARE READY TO PARTNER WITH THE CITY

Selecting AZTEC will give the City of Gardena the following benefits:

- Project Manager with proven experience managing teams with multiple subconsultant firms and on-call contracts.
- Engineering technical leads with the right combination of skills and experience to successfully deliver any task order that may be assigned to us.
- Proven experience in successfully managing and delivering multiple/concurrent task orders.
- A team with the available resources, expertise and flexibility to meet the City's needs.
- Team members who have successfully delivered on similar contracts and that bring experience with processes and practices along with a demonstrated commitment to excellence.
- Team AZTEC has knowledge of and working relationships with local jurisdictions and environmental/regulatory permitting agencies.
- A team with the depth of resources to successfully deliver any assigned task order.

Key team members were selected based on their experience, expertise, and availability. We follow well-established and time-proven procedures to manage our project work. You can absolutely rely on AZTEC to successfully deliver any task order assigned to us, on time and within budget. Our successful project delivery history along with our relevant on-call contract and project experience combined with our client-focused approach to project delivery makes AZTEC an ideal partner for the City on this contract.

We appreciate the opportunity to present our proposal to the City. We have reviewed and accept the City's Consultant Agreement and associated insurance requirements. We acknowledge receipt of Addendum 01, dated June 4, 2024. Michael Bruz, PE, Vice President is authorized to bind the firm to the contract. Should you have any questions, please contact Steven Ogburn, PE or Michael Bruz, PE at our information below.

Sincerely,
AZTEC Engineering Group, Inc.

Steven Ogburn, PE
Project Manager | Associate Vice President
M: 602.369.6416 | E: sogburn@aztec.us

Michael Bruz, PE
Vice President | Authorized Signer
D: 714.656.2805 | E: mbruz@aztec.us

AZTEC meets the qualifications outlined in the City's RFQ:

- ✓ ***Full-Service Office*** **–** AZTEC has more than 30 Planning, Environmental, Engineering and Digital Services professionals based in our Southern California Office and if an immediate need arises, can meet at the City in less than an hour.
- ✓ ***Similar Work Experience*** **–** We bring more than 30 years of experience in performing similar work, especially for on-call contracts.
- ✓ ***Capable and Committed PMs*** **–** As a team, we bring the City several decades of experience in performing similar work for local municipalities and on-call contracts.
- ✓ ***Innovative or Advanced Techniques*** **–** We believe in staying at the forefront of technological change in our industry. We will partner with you to determine the right mix of services and tools for this project. AZTEC's CAD designers are experienced and proficient in utilizing the latest version of AutoCAD. AZTEC has extensive knowledge in design software such as SelectCAD and Autodesk Civil 3D to perform various civil engineering tasks such as generating horizontal and vertical alignments, digital terrain models (DTMs) for earthwork analysis and evaluating horizontal sight distance in 3D.
- ✓ ***Purpose-Built Team Committed to Quality, On-Time Deliverables*** **–** As a local engineering and environmental consultant firm delivering a broad range of services we can leverage our relationships with local stakeholders, such as Caltrans, FHWA and other regulatory agencies.
- ✓ ***Municipal Utilities Systems and Facility Design Experience*** **–** AZTEC has provided wastewater and stormwater design services for over 25 years. Services have ranged from standalone wastewater improvements to relocations that accommodate roadway widening in addition to full-scale system analysis and upgrades for municipalities.
- ✓ ***Regulatory Agency Permitting/Coordination Support*** **–** AZTEC's Environmental Team has a successful and proven record of coordinating/negotiating with federal and state permitting requirements/regulations.
- ✓ ***Promoting Effective and Efficient File Transfer Platforms Through Cloud-Based Technology Tools*** **–** For large files, we can provide files via an AZTEC FTP site or use Microsoft Office 365, which includes collaboration and information sharing features and applications such as Teams, SharePoint, OneDrive, and OneNote that facilitate file exchange and make us more flexible and mobile while staying connected to team members and our clients.
- ✓ ***Solid References*** **–** We have provided three references that can speak to AZTEC's abilities to provide innovative solutions while delivering quality products within the required schedule.

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FIRM QUALIFICATIONS AND EXPERIENCE

AZTEC'S BACKGROUND AND EXPERIENCE

AZTEC was established in 1992 and has grown from a two-person DBE into a full-service environmental and engineering consulting firm with over 200 professional, technical, and administrative personnel located throughout our multiple offices in California, Arizona, Colorado, and Virginia. In addition, AZTEC is the U.S. arm of the TYPSA Group, a global multidisciplinary consulting firm with over 3,500 employees in 60 offices worldwide. We have a positive and interactive relationship with TYPSA and work seamlessly with TYPSA staff to enhance our capabilities in several areas including architecture, digital services, rail and transit, ports and marine, and aviation. Our successful on-call contract experience will benefit the City and any task order that may be assigned to us because we understand and embrace the on-call contract process and can mobilize quickly and efficiently to deliver each task order on time and on budget.

Our Experience Drives Our Passion

AZTEC takes great pride in serving our clients with high quality deliverables! We are exceptionally familiar with and well qualified to provide on-call services in support of general civil engineering projects for the City. Our Civil Engineering design practice is tailored to deliver projects for public works clients and, as a result, our experience and expertise highlights this focus. The people and projects presented within this SOQ demonstrate our experience, flexibility, innovation, and ability to deliver timely, cost-effective strategies with the ability to achieve performance goals within the required schedule(s).

AZTEC'S ON-CALL EXPERIENCE

AZTEC takes immense pride in successfully delivering quality projects for our clients. We are very familiar with the specific needs of On-Call Contracts through our staff experience with similar contracts for numerous cities, counties, and local agencies throughout Southern California and the Southwestern United States. We have committed our engineering practice to public sector clients, and, as a result, our experience and expertise are concentrated in that area. Our history includes delivering engineering projects for Caltrans (Districts 7, 8, 12), Orange County Public Works (OCPW), City of Huntington Beach, Riverside County Transportation Department (RCTD), Riverside County Transportation Commission (RCTC), Riverside County Flood Control and Water Conservation District (RCFCWCD), and the San Bernardino County Transportation Authority (SBCTA). In addition, as proof of our capabilities, AZTEC has been recently selected for on-call contracts with the Port of Long Beach, the City of Los Angeles Bureau of Engineering, the City of Anaheim, and the City of Irvine.

Steven Ogburn, our PM, will lead Team AZTEC. Steven is well-versed in the task order process and is looking forward to establishing a strong and lasting relationship with the City through this contract.

As a full-service firm, we have a significant resume that includes successfully delivering task orders of comparable size and complexity anticipated for this contract. Figure 1 (on page 5) highlights some of AZTEC's firm experience as it relates to the scope of work elements. Descriptions of some of these projects and their relevancy to the scope of work are provided in the following pages. The projects presented demonstrate our flexibility and innovation where we employed cost-effective strategies to reach performance goals and delivered within the agency's schedule.

AZTEC'S KEY STRENGTHS AND VALUE TO THE CITY OF GARDENA

- Full-service, multidisciplinary team ready to respond to the City's needs
- Contract manager Steven Ogburn, PE brings more than two decades of design delivery experience working with numerous municipalities. He is backed by experienced Task Order managers, technical leads, and a strong subconsultant team
- Extensive experience with on-call contracts
- Proven experience with projects with similar disciplines to those shown in the proposed scope of work
- Commitment to quality, innovation, and project delivery

DELIVERABLES FREE OF ERRORS - ESTABLISHED QUALITY ASSURANCE/ QUALITY CONTROL (QA/QC) PROCEDURES

AZTEC has established rigorous QA/QC procedures because we take pride in our work and want our clients to be successful. We know our reputation is built on the quality of our work. AZTEC is experienced in managing numerous on-call contracts that require complete and accurate deliverables to ensure project success. In addition, we know that implementation of a comprehensive and well-executed QA/QC program will result in superior quality deliverables, shorter review times and City satisfaction with our work products.

Quality Designs – Every Time

AZTEC weaves QA/QC efforts throughout the fabric of our project development process (Figure 2 on page 6). Our QA/QC program is intentionally structured, so that all work is done correctly the first time, and all design documents comply with the contract requirements, meet design criteria, and reflect good engineering practice. All

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Figure 1. AZTEC's Firm Experience Relating to the Scope of Work Services

PROJECT	Technical Services Specific to City of Gardena's Scope for General Civil Engineering Design													
	Southern California Project E	On-Call Contract/Task Orders	General Civil Engineering Design	Traffic Engineering	Geotechnical Engineering	Land Surveying	Structural Design	Landscape Architecture & Parks Design	Environmental Compliance and Permitting	Intra/Interagency Coordination and Permitting	Right-of-Way Acquisition/Survey	Land Development Services	Water and Sewer System Design/Water Quality	Utility Services
OCPW Roadway, Bridge and Traffic Engineering On-Call														
ADA Improvements at Orange Avenue/ Gilbert Street ☑	✓	✓	✓	✓										
Santa Ana Bridge Rehabilitation ☑	✓	✓			✓		✓							
Los Patrones Parkway Wildlife Improvements ☑	✓	✓	✓	✓	✓			✓	✓	✓	✓		✓	✓
Brea Boulevard Corridor Improvements ☑	✓	✓	✓	✓	✓			✓	✓	✓	✓		✓	✓
Wagon Wheel Pavement Rehabilitation ☑	✓	✓	✓	✓	✓									✓
RCTD On-Call Engineering Services for Roadway/Highway Engineering														
Long Canyon Road Rehabilitation PS&E ☑	✓	✓	✓	✓	✓						✓		✓	
Gillman Springs Utility/SUE Services ☑	✓	✓	✓	✓										✓
Viejo Drive Storm Drain Improvements and Gully Erosion Repair ☑	✓	✓									✓		✓	✓
Pauba Road Improvement Project - Utility Designating ☑	✓	✓												✓
Temescal Canyon Road Resurfacing ☑	✓	✓	✓	✓	✓						✓		✓	✓
City of El Centro On-Call Engineering														
Active Transportation Plan (ATP) Cycle 5 Improvements ☑	✓	✓	✓	✓					✓				✓	✓
Alder Sewer Repair ☑	✓	✓				✓			✓		✓		✓	✓
Dogwood Road Alignment Study ☑	✓	✓	✓	✓						✓	✓		✓	✓
Project Specific/Additional On-Call Experience														
City of Downey Lakewood Boulevard/ Imperial Highway Intersection Improvement Project	✓	✓	✓	✓	✓			✓	✓		✓		✓	✓
LA Metro G-Line BRT Improvements	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓		✓	✓
RCTC I-15 Express Lanes Project Design Build	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓			✓
Port of Long Beach On-Call Civil Engineering Services	✓	✓	✓	✓	✓		✓		✓	✓			✓	✓
City of Huntington Beach On-Call Civil Engineering Services	✓	✓	✓	✓	✓		✓		✓	✓			✓	✓
City of Laguna Beach Civil Engineering On-Call ♦	✓	✓	✓	✓	✓		✓		✓	✓			✓	✓
City of Rancho Palos Verdes Civil Engineering On-Call ♦	✓	✓	✓	✓	✓		✓		✓	✓			✓	✓

☑ Project Description Provided | ♦ Experience of Principal Michael Bruz prior to joining AZTEC

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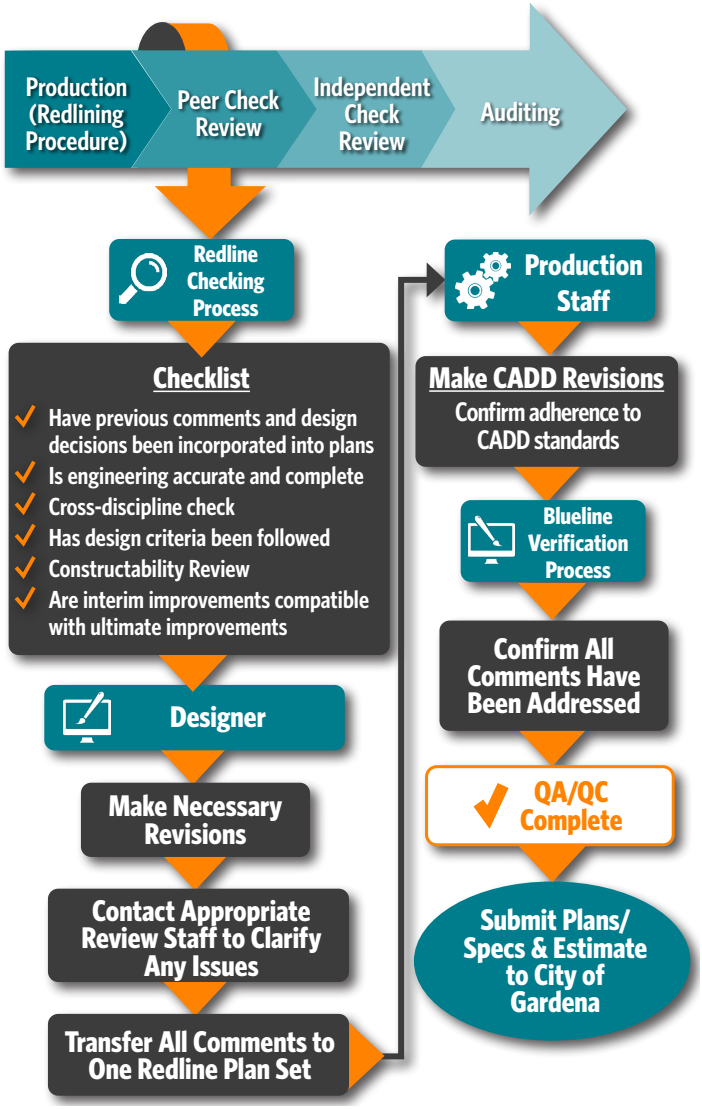
Figure 2. AZTEC's Quality Control Process



team members receive the QA/QC program outlining responsibilities and procedures for preparing and checking all documents. AZTEC's effective QA/QC process ensures a high-quality product for each milestone submittal because we follow an established and rigorous process, and we audit the completion of our QA/QC requirements.

- ✓ ***Independent Design Check*** - Experienced engineers with a thorough understanding of project requirements will perform design checks independent of the document originator.
- ✓ ***Discipline and Interdisciplinary/Constructability Reviews***- Reviews will be performed for discipline-specific quality, coordination between disciplines, and constructability considerations while ensuring environmental compliance.
- ✓ ***Quality Assurance Audits*** - Our Quality Manager, Jack Fleming, PE will audit plans and other documents prior to any formal submittal to ensure all the QA/QC procedures were followed.

Bluebeam: Promoting Quality Deliverables Through Cloud-Based Technology Tools

Continual, responsive, and proactive communication is key for any contract, and especially for projects/tasks that are time sensitive. We champion practices like over-the-shoulder (OTS) reviews to promote project collaboration in real time. However, OTS reviews are not always possible. To maximize opportunities to advance the project's schedule while maintaining quality, AZTEC uses a variety of collaborative, cloud-based tools to assist us in our delivery including Microsoft Teams, OneNote, SharePoint, and Bluebeam Revu with Bluebeam Revu being our most utilized and effective tool.

Bluebeam Revu Benefits

AZTEC continually strives to improve our QA/QC program. Fast-tracked project schedules are the new normal, which can put proper QC of deliverables at risk. As a supplement to our Quality Control Plan, we have developed a very efficient procedure to utilize the software Bluebeam Revu as part of our internal review. Bluebeam allows for cloud-based, real-time document review, response, and verification that tremendously reduces the time and administration of traditional comment documentation processes via spreadsheets or word documents. Bluebeam reduces the duration of the review-response-resolve process as there is no delay while documents are compiled and delivered because review is centralized in the cloud and is completed in real-time. Bluebeam also collects the comments directly on the files being reviewed, which improves comment understanding and facilitates quick follow up action. This substantial efficiency and flexibility improvement further ensures our QA/QC Plan is implemented properly on all deliverables, with the added benefit that completeness of review can be easily audited.

SUBCONSULTANT EXPERIENCE AND TECHNICAL COMPETENCE

Subconsultant Team

AZTEC has added three talented subconsultants to our team that share our commitment to client service and quality deliverables. Our subconsultants bring a strong resume of relevant experience and specialty expertise to this contract. Together as Team AZTEC, we will ensure the City receives the quality, comprehensive services it requires. Team members were strategically selected not only for their expertise but also for their relevant experience and availability to work on this contract for its duration.

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CL Surveying & Mapping (DBE/MBE/SBE)

Contract Role: Land Surveying, Mapping, and Geospatial Services

CL Surveying & Mapping (CL Survey), founded in 2007, is a Certified DBE, MBE and SBE Land Surveying Firm with licensed Professional Land Surveyors. CL Survey has qualified and experienced surveyors provide Clients the most cost efficient, professional and personalized services in the industry. CL Surveys Principals are all experienced, licensed land surveyors; we are signatory to the labor agreement with the Operating Engineers Local 12 allowing CL Survey to access a large pool of experienced surveyors to staff any size project. Working with clients in the Public and Private sector, CL Survey prepares Records of Survey, Engineering Drawings, Stake-out Services, As-built Surveys, Parcel Maps and Parcel Map Exemption Applications (Lot Line Adjustments), Tract Maps, Legal Descriptions and ALTA Surveys. CL Survey staff is well versed and proficient in the preparation of legal descriptions and exhibit maps for easements and property descriptions. CL Survey staff provides field and office survey services for construction staking of utilities, street construction and site developments. CL Survey prepares Design Surveys as base mapping for Street Improvement Designs, utility routing, drainage studies and site development or redevelopment. We are experts in the integration of field survey and record data with digital aerial mapping and orthophotography.

CL Survey's Value to the City of Gardena and AZTEC

- Well-versed and proficient in the preparation of legal descriptions and exhibit maps for easements and property descriptions
- Experts in the integration of field survey and record data with digital aerial mapping and orthophotography
- Proven team who has successfully completed many land surveys and right of way engineering services throughout the Southern California

Diaz Consultants, Inc. dba Diaz▪Yourman & Associates (Diaz Yourman) (DBE/SBE/MBE)

Contract Role: Pavements & Geotechnical

Diaz Yourman is a privately held geotechnical consulting services corporation, founded in December 1992. The company provides expert geotechnical design, hazardous materials, construction, and forensic services to public agencies, owners, and the U.S. Government for a wide array of project types, including: highways, streets and roads, bridges, rail and transit, grade separations, and other transportation infrastructure; bicycle and pedestrian paths; parks and recreation facilities; airports; ports and harbors; water treatment plants, reservoirs, pipelines, and pump stations; commercial and industrial buildings; schools, hospitals, and other facilities.

Diaz Yourman has provided geotechnical engineering services as a subconsultant for more than half of the 16 Cities that comprise the South Bay Cities Council of Governments, including roadway widenings, street improvements, retaining walls, pavement rehabilitation, storm drains, sewer rehabilitation, buildings, slope/erosion protection, and more. Diaz Yourman has been working on LA Metro projects since our inception, completing over 100 task orders; and in the last 15 years, more than 350 Diaz Yourman projects have been completed in the Greater Los Angeles area.

Diaz Yourman's Value to City of Gardena and AZTEC

- Over 30 years of geotechnical engineering experience with local Cities
- Wide range of expertise across transportation, water infrastructure, and building projects, using advanced, often innovative investigation tools
- Extensive knowledge of soil conditions within the South Bay area

J. Smith & T. Muli, Inc. (JS & TM) (DBE/SBE/MBE)

Contract Role: Drainage/Hydrology and Hydraulic/Water Quality/SWPPP

JS & TM is a Civil Engineering services firm that specializes in helping our clients solve stormwater infrastructure problems and improving communities. JS & TM's primary area of focus is Stormwater Engineering. JS & TM plan, design, engineer, renovate, and manage water resources facilities ranging from storm drains and channels to levees and floodplains, to lakes, ponds, and reservoirs. JS & TM focus on Infrastructure Projects and Community Support Projects providing Civil Engineering Services for Lakes and Ponds, Stormwater, Roadways, Parks, and Trail projects.

JS & TM brings a wealth of experience to stormwater and flood control engineering projects for the City of Gardena. We have extensive experience in the preparation of PS&E, conducting floodplain studies, as well as complex hydrology & hydraulic studies. JS & TM understands the Los Angeles County design criteria/guidelines, as well as the Los Angeles County hydrology and hydraulics manuals, with a demonstrable ability to address cities' stormwater, water quality, and flood control design needs while employing the

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goals of the safe clean water program and incorporating nature-based solutions where possible. Examples of Los Angeles County projects include JS & TM's involvement in the Storm Drain Deficiency Program in Rancho Palos Verdes, demonstrating our proficiency in complex hydrology & hydraulics analysis and PS&E preparation. Another Example was the Rosedale Development in the City of Azusa utilizing our expertise in designing master infrastructure plans and coordinating various aspects such as grading, streets, water, sewer, and storm drains within the County's guidelines.

JS & TM's Value to the City of Gardena and AZTEC

- Principal Engineers with a combined total of over 48 years of experience providing Infrastructure Engineering Services throughout Southern California
- Successfully delivered design engineering and planning services on many projects with similar planning and design elements as those identified in this project RFQ

FAMILIARITY OF REGIONAL GRANTS/ COMPETITIVE FUNDS (SBCCOG & LA METRO)

Figure 3. Our team's familiarity of regional grants/competitive funds

Firm Name	On-Call Experience	South Bay Cities Experience	LA Metro Experience	Regional Grants/Competitive Funding Experience	Coordination/ xperience with Caltrans Project Programs
AZTEC	✓	✓	✓	✓	✓
CL Survey	✓	✓	✓		✓
Diaz Yourman	✓	✓	✓	✓	✓
JS & TM	✓	✓			✓

KEY PERSONNEL AND EXPERIENCE

TEAM AZTEC

AZTEC has the technical staff and management expertise the City of Gardena can rely on to complete any engineering task assigned to us under this On-Call General Civil Engineering Design Contract. Our team of highly capable, technical, and responsive key personnel who will perform the work is shown in our Organization Chart in on page 14.

AVAILABILITY AND COMMITMENT OF STAFF

We are ready to assist City Staff in delivering on its infrastructure commitments to City residents. Our personnel are dedicated to producing quality deliverables for the City and are immediately available to begin working on this contract (no "staffing up" is necessary). Figure 4 shows the availability of our key staff members. Irrespective of the availability shown in the table below, our key staff are fully committed to successfully delivering every task order that may be assigned to us on time and on budget. Team members were strategically selected not only for their expertise but also for their relevant experience and availability to work on this contract for its duration. We confirm that Project Manager Steven Ogburn and key staff will remain assigned to this contract throughout its duration.

Figure 4. Availability of Key Staff

KEY STAFF MEMBER	PROJECT ROLE	AVAILABILITY
Steve Ogburn, PE	Project Manager/ Task Order Manager	75%
Michael Bruz, PE	Principal	50%
Natalya Shikaloff, PE	Task Order Manager	75%
Sonia Alonso, PE	Task Order Manager	75%
Jack Fleming, PE, QSD	QA/QC Manager	65%
Jason Song, PE, PhD	Roadway & Site Design	60%
George Enriquez	Utilities/SUE	65%
Michael Amling	Environmental Documents	65%
Robert McMahon, RLA	Landscape Architecture	65%
Robert D. Vasquez, PLS	Survey/Mapping	50%
Daniel Calvillo, PLS	Survey/Mapping	50%
Christopher M. Diaz, PE, GE	Pavements & Geotechnical	50%
Britton Howay, EIT	Pavements & Geotechnical	50%
Jonis Smith, PE, QSD	Drainage/Hydrology and Hydraulic/Water Quality/SWPPP	50%
Tim Muli, PE, CFM, QSD/P, LEED AP	Drainage/Hydrology and Hydraulic/Water Quality/SWPPP	50%

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BRIEF RESUMES

Brief resumes have been provided to highlight our key staff experience. Full resumes can be found in the Resumes section of this proposal.

Project Manager/Task Order Manager



STEVEN OGBURN, PE

Education: BS, Civil Engineering
Registrations: CA PE No. 66455
Firm: AZTEC

Steven has 24 years of project management and engineering experience and has successfully managed a wide variety of transportation engineering and planning projects. He has successfully delivered over 100 on-call tasks ranging from multi-use paths to arterial street widening and roundabout design. Having background in both roadway and traffic design with experience on both municipal and freeway projects, his unique breadth of knowledge and expertise directly leads to delivering a diverse range of transportation projects. He is focused on developing successful project outcomes that are client focused, balancing quality, schedule, and cost. He brings well-rounded experience and has managed all types of project complexities, including multi-agency stakeholder coordination, public engagement, and alternative delivery. His representative project experience in the last five years includes:

Relevant Experience

- **Road, Bridge and Traffic Engineering On-Call; Orange County, CA (OCPW):** Task Order Manager for ADA Improvements at Orange Avenue/Gilbert Street and Wagon Wheel Neighborhood Improvements. 2019 - Present. 2019 - 2024.
- **G-Line BRT Improvements; Los Angeles, CA (LA Metro):** As Station Design Package Manager, Steven is responsible for the design development of two aerial stations located in Van Nuys and Sepulveda streets, which are two of the most congested streets in the East San Fernando Valley. The scope of work includes architectural, structural, mechanical and electrical design, and coordination with civil and roadway disciplines. Design work is being completed in compliance with Metro Rail Design Criteria and BRT Design Criteria. 2023 - Present.
- **Roadway/Highway On-Call; Riverside County, CA (RCTD):** Project Engineer for Temescal Canyon Road Resurfacing task order. Steven is responsible for the oversight of the preliminary engineering, pavement resurfacing project, investigation and evaluation of the roadway profile identifying ADA deficiencies and needs throughout the corridor. 2021 - Present.

Principal



MICHAEL BRUZ, PE

Education: BS, Civil Engineering
Registrations: CA PE No. 36198
Firm: AZTEC

Michael brings more than 44 years of experience delivering transportation projects throughout California. His recent experience includes serving as the Contract Manager for the City of Huntington Beach and Port of Long Beach (POLB) Engineering On-Calls as well as other similar on-call contracts, such as for OCPW, RCTD, City of Rancho Palos Verdes, City of Laguna Beach, and the City of San Clemente. His relevant experience includes local streets and roads, active transportation, complete streets and roundabout projects for various public and private sector clients. He is well versed in all project phases including preliminary engineering (PA/ED), PS&E preparation, construction management, value analysis and dispute resolution.

Relevant Experience

- **Road, Bridge and Traffic Engineering On-Call; Orange County, CA (OCPW):** Contract Manager. Wagon Wheel Neighborhood Improvements. 2023 - 2024
- **On-Call Civil Engineering Services (Port of Long Beach); Long Beach, CA:** Contract Manager/Project Manager. Led this on-call contract and delivered more than 25 task orders, several of which were delivered on a compressed time frame. 2019 - 2022 and 2024 - Present.
- **Roadway/Highway On-Call; Riverside County, CA (RCTD):** Quality Assurance for Long Canyon Road Rehabilitation PS&E. AZTEC is providing on-call engineering services to deliver road improvement projects. Tasks have included roadway/highway engineering projects including drainage and utility exploration. 2023 - 2024.

Task Order Manager



NATALYA SHIKALOFF, PE

Education: BS, Civil Engineering
Registrations: CA PE No. 42306
Firm: AZTEC

Natalya brings more than 40 years of experience delivering transportation projects of all sizes and complexity. Her recent experience includes working with OCPW on the current on-call contract and working for RCTD, RCTC and Caltrans. She also brings 15 years of Caltrans experience at Districts 4 & 5 as a Project Manager/Engineer and a Program Manager at Headquarters. Natalya has managed and delivered an assortment of civil engineering projects while focusing on project management, multidisciplinary design and design quality management.

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Relevant Experience

- **Road, Bridge and Traffic Engineering On-Call; Orange County, CA (OCPW):** Contract/Project Manager. Natalya is providing project design oversight ensuring adherence to the technical provision on multiple task orders for this on-call. 2018 - 2024.
- **Roadway/Highway On-Call; Riverside County, CA (RCTD):** Contract/Task Order Manager. Natalya is utilizing her project management and engineering skills to lead multiple task orders under this on-call. 2021 - Present.
- **I-15 Express Lanes Project Design-Build; Corona, CA (RCTC):** Deputy Design Manager. Natalya's responsibilities included managing all aspects of the design for multiple release for construction packages for this $275 million project that added two tolled express lanes, a distance of approximately 15 miles. 2017 - 2021.

Task Order Manager

SONIA ALONSO, PE



Education: MS, Structural Engineering; BS, Civil Engineering; BS, Business Administration and Management
Registrations: CA PE No. 93595
Firm: AZTEC

Sonia Alonso has 10 years of experience in engineering for building, bridge, and underground structures with emphasis in international rail and transit projects. She has been responsible for preparing design and analysis calculations of bridge and large buildings elements, construction plans, specifications, quantities, and cost estimates. Working on multiple international projects has given her the ability to gain experience working with various structural design standards. She has been involved in singular projects, carrying out structural designs and analysis for prestressed concrete, reinforced concrete, steel-fiber reinforced concrete, and steel structures.

Relevant Experience

- **G-Line BRT Improvements; Los Angeles, CA (LA Metro):** As the Engineer of Record, Sonia is responsible for leading the structural design of both aerial stations. She produced calculations and details for the post-tensioned box girders of the platforms, the steel structure of the canopies and the vertical transportations elements (stairs, escalators and steel structure of the elevators). Sonia also performed the BIM coordination of the structural Revit models. 2022 - Present.
- **I-10 Broadway Curve Design-Build; Phoenix, AZ (ADOT):** As the Engineer of Record, Sonia was responsible for leading the design of the Broadway Road TI UP, a new four-span bridge with multiple superstructure types including cast-in-place reinforced concrete box, precast prestressed bulb tee girders, and cast-in-place post tensioned concrete box girders. Sonia produced calculations and details for the precast girders, the post-tensioned box girder, the reinforced concrete box girder and piers, abutments, footings, and other miscellaneous items. 2021 - 2022.
- **I-15 Express Lanes Project Design-Build; Corona, CA (RCTC):** Bridge/Structures Engineer. AZTEC executed the final design for almost 60 lanes miles of new express lanes that included 11 bridge widenings including a major structure over the Santa Ana River and a complex structure crossing the BNSF tracks, retaining and sound walls, Toll Collection System (TCS) infrastructure, lighting, landscaping, and extensive environmental compliance activities in order to meet the strict required for the project. 2017 - 2021.

QA/QC Manager

JACK FLEMING, PE, QSD, QSP



Education: BS, Civil Engineering
Registrations: CA PE No. 83573, Qualified SWPPP Developer (QSD), Qualified SWPPP Practitioner (QSP)
Firm: AZTEC

Jack has 14 years of experience involving civil engineering design ranging from roadway design/reconstruction to utility coordination, utility design, and pedestrian improvements. He also has extensive experience in construction administration, construction observation, and field engineering/inspections. Jack has managed projects of various sizes large and small for numerous clients throughout southern California and Arizona. His experience includes projects for preliminary design, technical studies, and PS&E.

Relevant Experience

- **Road, Bridge and Traffic Engineering On-Call; Orange County, CA (OCPW):** QA/QC for the ADA Improvements at Orange Avenue/Gilbert Street. The work consisted of preparing a PS&E package to relocate a portion of a two-foot-tall cobblestone retaining wall and reconstruct the sidewalk with an ADA compliant curb ramp. 2019 - 2024.
- **Roadway/Highway On-Call; Riverside County, CA (RCTD):** Utility Coordination for Long Canyon Road Rehabilitation PS&E. AZTEC is one of the consultants currently providing on-call engineering services to augment RCTD in-house resources to deliver road improvement projects in the Transportation Improvement Program (TIP). Tasks have included roadway/highway engineering projects including drainage and utility exploration. 2021 - Present.

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- **On-Call Civil Engineering Services; El Centro, CA (El Centro):** Contract/Task Order Manager for the Alder Sewer and Dogwood Road Alignment Study task orders. Jack is responsible for the oversight of the redesign and construction of the Adler Sewer line. 2021 - Present.

Technical Discipline Leads

Roadway & Site Design



JASON SONG, PE, PHD

Education: PhD, Civil Engineering; MS, Transportation Engineering; MS, Software Engineering; BA, Transportation Engineering
Registrations: PE CA No. 71849
Firm: AZTEC

Jason is a civil engineer with 26 years of experience and project delivery skills developed over a wide variety of infrastructure projects. His experience includes project management, staff supervising and training, design review, roadway and railroad geometric design, geotechnical and pavement analysis, traffic control design, grading, drainage, utilities, and permit applications. He also teaches as an Adjunct Professor in the Department of Civil Engineering at California State University, Los Angeles. Jason works closely with our Task Order Managers on all roadway engineering aspects. He was the Roadway Lead on the Santa Ana Bridge Rehabilitations and Curb Ramp Improvements at Orange Avenue and Gilbert Street task orders.

Utilities/SUE



GEORGE ENRIQUEZ

Education: On the Job Training
Registrations: CalOSHA 8-hour Defensive Driver
Firm: AZTEC

George has 17 years of SUE experience and is AZTEC's SUE Project Manager for California. His expertise is in utility designation, task oversight and delivery, while ensuring quality submittals. This includes data collection from utility owners, project planning, and support for survey and CAD departments. George routinely coordinates with clients, schedules task execution, and manages multiple work orders. He has led several projects working with California clients including on-call contracts with RCTD, Caltrans and the Eastern Municipal Water District. His recent experience includes performing utility designating/potholing for the City of Lomita's Narbonne Avenue Main Water Replacement project.

Landscape Architecture



ROBERT MCMAHON, PLA

Education: BS, Landscape Architecture
Registrations: PLA CA No. 3463
Firm: AZTEC

Robert has 35 years of experience as a landscape architect for public sector capital improvement projects, along with park and recreation design, site evaluation, landscape design, construction documents, cost analysis and budgeting, project management, field review of landscape construction & installation and landscape maintenance guidelines. He has a thorough understanding of Caltrans Standards and Procedures.

Environmental Documents



MICHAEL AMLING

Education: BS, Urban and Regional Planning
Firm: AZTEC

Michael's diverse background includes over 30 years of experience in environmental planning, policy planning, and urban design. Michael has managed and assisted many multidisciplinary environmental project teams from small tasks for municipal agencies to high-profile and controversial projects throughout Los Angeles and Orange County. His experience in managing and preparing environmental documents for transportation and infrastructure projects ranges from preparing standalone technical studies, constraints and feasibility studies, and categorical exclusions (CEs) to environmental impact reports/environmental impact statements (EIRs/EISs).

Land Survey, Mapping & Geospatial



ROBERT D. VASQUEZ, PLS

Education: Coursework, Project and Business Management
Registrations: PLS CA No. 7300
Firm: CL Survey

Robert's background is well-versed in all types of field and office survey functions. He has experience and knowledge in various rail, airport, highway, land development, flood control, water, and some unique projects. His project management experience includes managing and negotiating various size contract/task orders, public and private clients, using various standards and requirements. Bob is knowledgeable in the preparation of subdivision maps, survey maps, jurisdictional boundary changes, legal description documents and exhibits, right-of-way engineering, construction surveying, QC surveying, 3D laser scanning, topographic field, and boundary survey mapping.

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During the past 16 years, Bob has served as a survey project manager on several project specific and on-call contracts for CA Department of Water Resources, Caltrans, County of Orange, County of San Bernardino, City of Fontana, City of Los Angeles, County of Los Angeles, Community College districts, BNSF and UPRR, to name a few.

Land Survey, Mapping & Geospatial



DANIEL CALVILLO, PLS

Education: Engineering Technology Construction, California State Polytechnic University Pomona
Registrations: PLS CA No. 8294
Firm: CL Survey

Mr. Calvillo has over 25 years of experience in the Land Surveying Industry. As the Director of Field Operations of CL Surveying and Mapping, he manages a talented staff of professionals on projects of varying magnitude and complexity, ranging from major transportation improvements, street improvements, bridge widening projects, grade separations, etc. He brings a high degree of technical expertise to field operations and is a key role in structuring field procedures that have resulted in completing projects in a timely and cost-efficient manner.

Pavements/Geotechnical



CHRISTOPHER M. DIAZ, PE, GE

Education: MS, Civil Engineering; BS, Civil Engineering
Registrations: CA PE No. 56514; CA GE No. 2992
Firm: Diaz Yourman

Mr. Diaz serves as Principal and QA/QC Reviewer on many of Diaz Yourman's infrastructure projects, with particular expertise in ground improvement for foundations, including stone columns, grouting, and deep dynamic compaction; and construction, including roadways; bridge foundations, CIDH and driven piles, concrete piles, steel piles, sheet piles, retaining walls, MSE walls, and large excavations and fills. He is knowledgeable in all areas of geotechnical engineering and has worked on large and small projects in the greater Los Angeles area for more than 25 years. He has extensive experience in a variety of sectors, including all modes of transportation, airports, ports and harbors, water resources and treatment, and construction for projects including street improvements, repair, and rehabilitation; storm drain and sewer upgrades, modifications, and repairs; pavements; highway/freeway widenings and enhancements; bike and pedestrian paths; and rail and transit facilities.

Pavements/Geotechnical



BRITTON HOWAY, EIT

Education: MS, Geotechnical Engineering; BS, Civil Engineering
Registrations: EIT No. 1870584
Firm: Diaz Yourman

Mr. Howay has more than 7 years of geotechnical engineering experience, including street improvements, bike and pedestrian trails, pavements, and rail and transit projects for local Cities and regional agencies in Southern California. He is proficient with data review, field investigations, soil logging and sampling using Standard Penetration Test and Modified California Sampler from exploratory boreholes and excavation pits, local geology/groundwater investigations, and site map/vicinity map preparation. Britton has also conducted percolation tests, performed foundation/footing embedment depth investigations, and performed environmental Phase II hazardous materials soils sampling. He is proficient in utilizing advanced techniques and materials to meet local, state, and federal standards, ensuring high-quality and reliable infrastructure solutions. Britton has been promoted twice and routinely assists with project management, proposal preparation, engineering analyses, geotechnical recommendations, and report preparation.

Drainage/Hydrology and Hydraulic/ Water Quality/SWPPP



JONIS SMITH, PE, CFM, QSD, QSP

Education: MS, Civil Engineering; BS, Civil Engineering
Registrations: CA PE No. 58654; CFM No. US-14-07485; QSD; QSP
Firm: JS & TM

Mr. Smith has over 28 years' experience in Stormwater Engineering. Mr. Smith is an expert Flood Control Engineering and Stormwater Engineering professional. He has in-depth understanding of the behavior of stormwater and is able to weave his understanding of the interconnectedness of hydrology and hydraulics into his approach to stormwater engineering and design. Mr. Smith with the ability to develop effective/practical/simple solutions to complex stormwater problems. Mr. Smith has provided numerous stormwater facility evaluations, designed many miles of storm drain, culverts, and channels. He has extensive experience with hydrologic and hydraulic modeling.

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Drainage/Hydrology and Hydraulic/ Water Quality/SWPPP



TIM MULI, PE, CFM, QSD/P, LEED AP

Education: MS, Civil Engineering; BS, Civil Engineering
Registrations: CA PE No. 72992; CFM No. US-20-11552; QSD; QSP
Firm: JS & TM

Mr. Muli is a professional engineer with over 22 years of experience in stormwater management, civil design, flood control engineering, bridge hydraulics analysis and design, stream restoration design, water quality permitting, low impact (LID) stormwater management design, and has been involved in many private and municipal infrastructure projects throughout Southern California. He has successfully engineered and managed planning level designs as well as final designs (PS&E) and construction processes for multiple public and private projects, including projects requiring resource agency and construction permitting process. He is an expert in complex hydrology and hydraulic modeling and analysis and has worked as an expert reviewer for and on behalf of the County of Orange on complex hydrology models and runoff management plans. He performed complex 2D hydraulic simulation of sub-surface and surface flooding for the World Trade Center in New York City, and 2D XP-SWMM modeling of flooding within the Cities of Redlands and La Quinta. Among other complex and interesting modeling projects, he prepared Master Plan of Drainage for the City of South San Francisco, a project requiring complex hydrology and 2D flood simulation and involving Radar Rainfall Estimation for Modeling. He has is highly experienced in preparation of Stormwater Master plans, runoff management plans and has done so for both private development as well as for Cities within the Counties of Riverside, San Bernardino, Los Angeles, Orange, interacting with multiple reviewing agencies, acting in the capacity of a project manager.

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ORGANIZATION CHART

AZTEC has structured our organizational chart (Figure 5) specifically with the City of Gardena in mind. We have identified key personnel as Principal Michael Bruz, Project Manager Steven Ogburn, Task Order Managers Natalya Shikaloff and Sonia Alonso, and QA Manager Jack Fleming. They are currently working together on several projects. Depending on the scope of the task order, we will utilize the pool of Technical Discipline Leads. We emphasize that our key personnel have access to the full resources of AZTEC and specialized expertise of our subconsultant partners. Team AZTEC is ready to serve your on-call needs!

Figure 5. Organization Chart

KEY:

1. AZTEC
2. CL Survey *(DBE/MBE/SBE)*
3. Diaz Yourman *(DBE/MBE/SBE)*
4. JS & TM *(DBE/SBE/MBE)*

PRINCIPAL
Michael Bruz[1], PE

PROJECT MANAGER
Steven Ogburn[1], PE

QA/QC
Jack Fleming[1], PE

TASK ORDER MANAGERS
Steven Ogburn[1], PE | Natalya Shikaloff[1], PE | Sonia Alonso[1], PE

TECHNICAL DISCIPLINES

ROADWAY AND SITE DESIGN
Jason Song[1], PE, PhD
Evgeny Gavrilov[1], PE
Hector Pina[1], PE*

TRAFFIC
Steven Ogburn[1], PE
Dillon Card[1], PE*
Jeremiah Hsu[1], PE*

PAVEMENTS & GEOTECHNICAL
Christopher M. Diaz[3], PE, GE
Alex Plaza[1], PE
Britton Howay[3], EIT

SEWER DESIGN
Evgeny Gavrilov[1], PE
Hector Pina[1], PE*

DRAINAGE/HYDROLOGY AND HYDRAULIC
Jonis Smith[4], PE, QSD
Tim Muli[4], PE
Jake Flint[1], PE*

WATER QUALITY/SWPPP
Jonis Smith[4], PE, QSD
Tim Muli[4], PE

STRUCTURES
Sonia Alonso[1], PE
Ramak Reyhanian[1], PE

UTILITIES/SUE
Scott Throm[1]
George Enriquez[1]
Felipe Medrano[1], PE*

LAND SURVEYING, MAPPING, AND GEOSPATIAL SERVICES
Robert Vasquez[2], PLS
Daniel Calvillo[2], PLS
Lam Le[2], PLS
Robert Thompson[2], PLS

LANDSCAPE ARCHITECTURE
Robert McMahon[1], RLA
Steve Lohide[1], RLA*, LEED AP

ENVIRONMENTAL DOCUMENTATION
Michael Amling[1]
Simran Singh[1]
Christopher Funk[1]

CONSTRUCTION SUPPORT
Steven Ogburn[1], PE
Natalya Shikaloff[1], PE
Sonia Alonso[1], PE

AZTEC HAS OVER 200 SUPPORT PERSONNEL AVAILABLE FOR TASK ORDER DELIVERY

PERMITTING | GRANT WRITING SERVICES | PUBLIC INVOLVEMENT | DIGITAL SERVICES/GIS

♦ Key Personnel – Brief Resume Provided | *Arizona Registered Professional Engineer/Landscape Architect

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To give the City additional insight into our capabilities, we have included a discussion of our approach to On-Call Contract Management and successful Task Order delivery.

APPROACH TO THE SCOPE OF SERVICES

AZTEC can provide the City with the full range of services described in Scope of Services as shown in the RFQ. To augment our in-house resources, we have included the services of three specialty subconsultants. These subconsultants (CL Survey, Diaz Yourman, and JS & TM) are described in detail in Section 2 - Firm Qualifications and Experience. With respect to any additions or modifications to the Scope of Services, AZTEC can also provide digital, GIS, electrical, public involvement, potable water design, landscape architecture, Caltrans coordination, utility potholing, environmental documentation, and permitting services.

We continuously strive to be much more than an engineering firm. We are collaborative group of professionals and challenge the City to get the most out of AZTEC by utilizing our experience and expertise to maximize value and lessen the impacts each task order/project assigned to us may have on residents, business owners and the traveling public. Our goal is to be a trusted partner with the City in successfully developing and delivering its infrastructure, but also to be a convenient "one-stop shop" and provide on-call consulting services ranging from conceptual planning to design and construction administration as may be requested by the City.

Task Order Management

Leadership is key to the successful management of any contract and even more so on contracts that may involve multiple task orders and disciplines. Successful project delivery starts with assigning a skilled task order manager who is responsive to the needs of the City and builds an effective team.

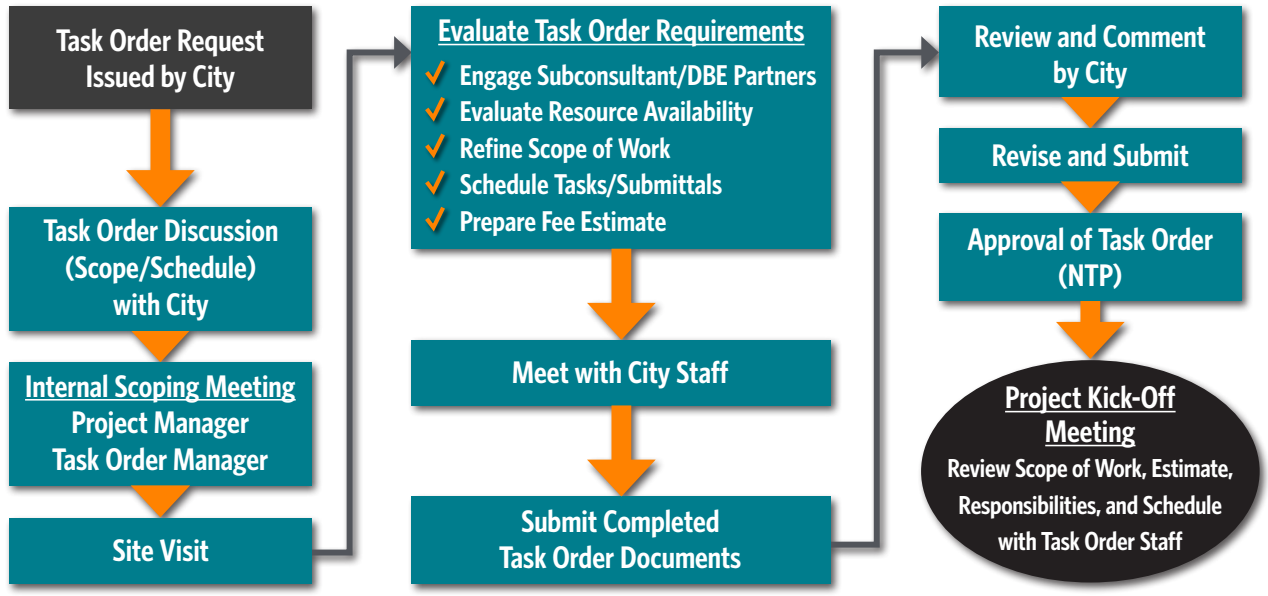
Steven Ogburn, PE will serve as AZTEC's Project Manager based upon his management abilities successfully demonstrated on similar on-call contracts. Combining his expertise and engaging communication style with an experienced team of professionals will result in quality, effective and efficient task order delivery to the City. He will be supported by a highly qualified team that will develop the planning and/or technical documents associated with their respective service areas.

Quality Management will be led by Jack Fleming, PE, QSD. Quality checks will be performed throughout all phases of each task order to ensure accuracy of the deliverables, and to ensure that budget and scheduling goals are being met.

Task Order Approach

The AZTEC team will utilize the proven techniques that have been successful on previous on-call contracts throughout Southern California. Upon notice of a task order, our project manager will coordinate with City staff to discuss the task order approach (Figure 6), objectives, schedule and budget. We will come to a "meeting of the minds" and after discussing each task order(s) with the City,

Figure 6. Task Order Flow Chart



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our Project Manager will provide a written scope of services and professional fee required to complete the assigned task order.

Capabilities, Experience and Knowledge of Local, State, and Federal Processes

Since AZTEC's inception in 1992, we have successfully completed countless projects for our clients. We have delivered, City, County and State funded projects and in addition, we have delivered projects that were fully (or partially) federally funded. Aside from our local agency project delivery experience, we have extensive involvement in all facets of federally funded projects from funding procurement to programming to obtaining authorizations and Preliminary Engineering, Environmental Documentation (NEPA/CEQA Processes), PS&E/Right-Of-Way (ROW)/ Utility Certifications, resource agency permits, verifying environmental commitments, bid and construction support and project close-out. We bring firsthand knowledge of local, state and federal processes for the benefit of the City.

In general, there are four project development phases to every project. However, depending on the specific task order, the City may not need AZTEC to complete all four phases for every task order. Some projects (such as pavement rehabilitation) are exempt and require no environmental documentation and/or the City may elect to perform construction services with in-house staff. The four phases of project development are:

PHASE I - PRELIMINARY ENGINEERING

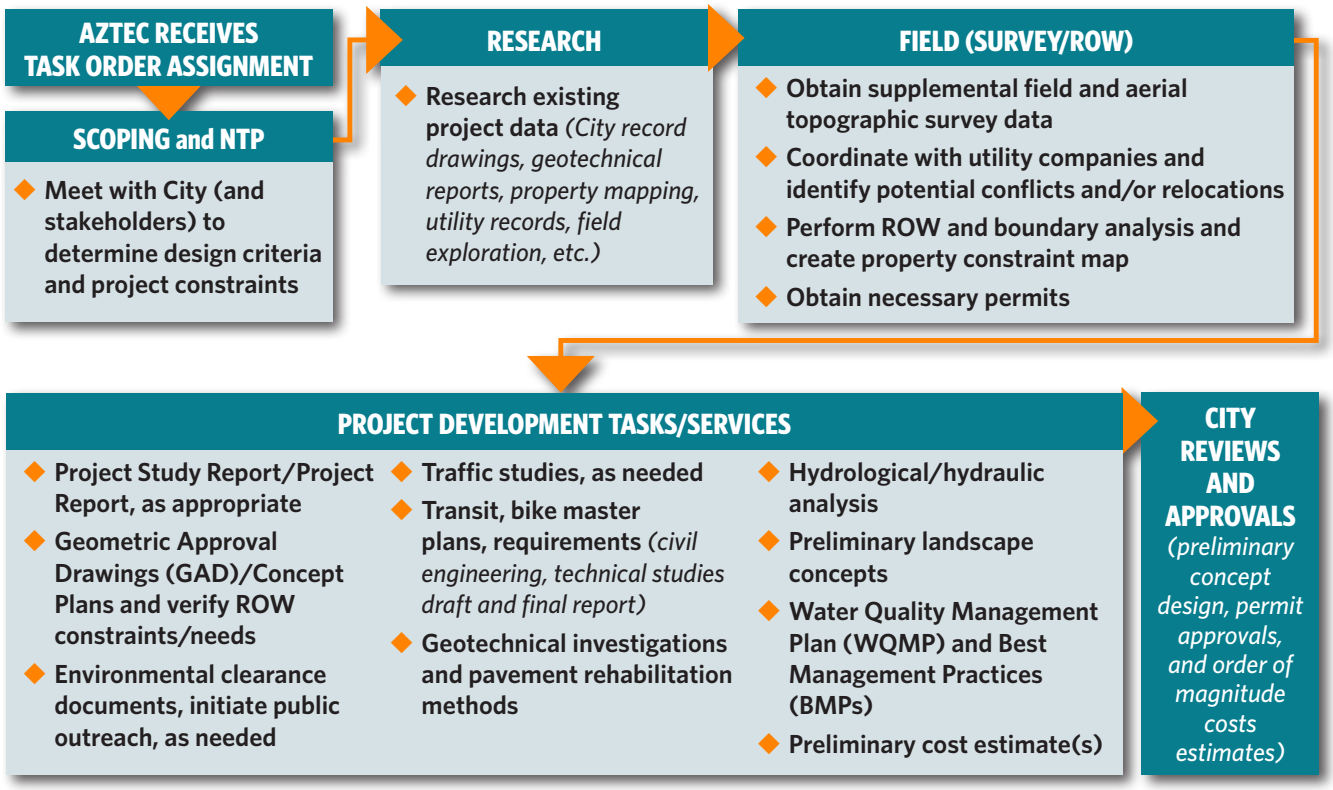
Figure 7 below outlines the steps taken during the preliminary engineering phase of a task order. Generally, preliminary work efforts (as applicable) consists of, but is not limited to, the following:

- Field Review
- Aerial Mapping /ROW
- Traffic Counts/Accident Records and Analysis
- Utility Data Collection
- Preliminary Environmental Study Checklist
- Roadway/Roundabout/Multi-use Path Layouts (Geometric Approval Drawings)
- Signal Coordination and Analyses Using Synchro
- ITS Planning/Analysis
- Preliminary Hydraulics
- Construction Cost Estimate

PHASE II - ENVIRONMENTAL DOCUMENTATION (NEPA/CEQA)

We recognize that completion of the CEQA/NEPA compliance process is a critical path item to proceed with

Figure 7. Task Order Process During Preliminary Engineering Phase



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final design. AZTEC is very accustomed to working with our in-house environmental team. Michael Amling will lead the environmental efforts and brings over 30 years of experience in CEQA/NEPA compliance. He will maintain accountability through active involvement in internal and external meetings and will be available throughout the project development to communicate with project stakeholders including regulatory agencies and local municipalities.

The engineering and environmental team members will communicate potential issues, and we will work with them to develop strategies to avoid/minimize impacts. Based on our experience, typical projects coming from this contract can be cleared as a Categorical Exemption for CEQA and Categorical Exclusion (CE) for NEPA (if there is a Federal nexus). If the task order project does not include Caltrans oversight, then only CEQA would apply and the City of Gardena's local CEQA guidance policies will be followed. These draft and final documents will be prepared for approval by Caltrans and the City of Gardena as the CEQA lead agency (as appropriate). We would develop a concise and data-supported message to identify what the transportation needs are and how this project will address them.

Projects that may not qualify for a CEQA/CE will be reviewed and the appropriate level CEQA/NEPA document will be identified and will be prepared consistent with the Caltrans SER guidance.

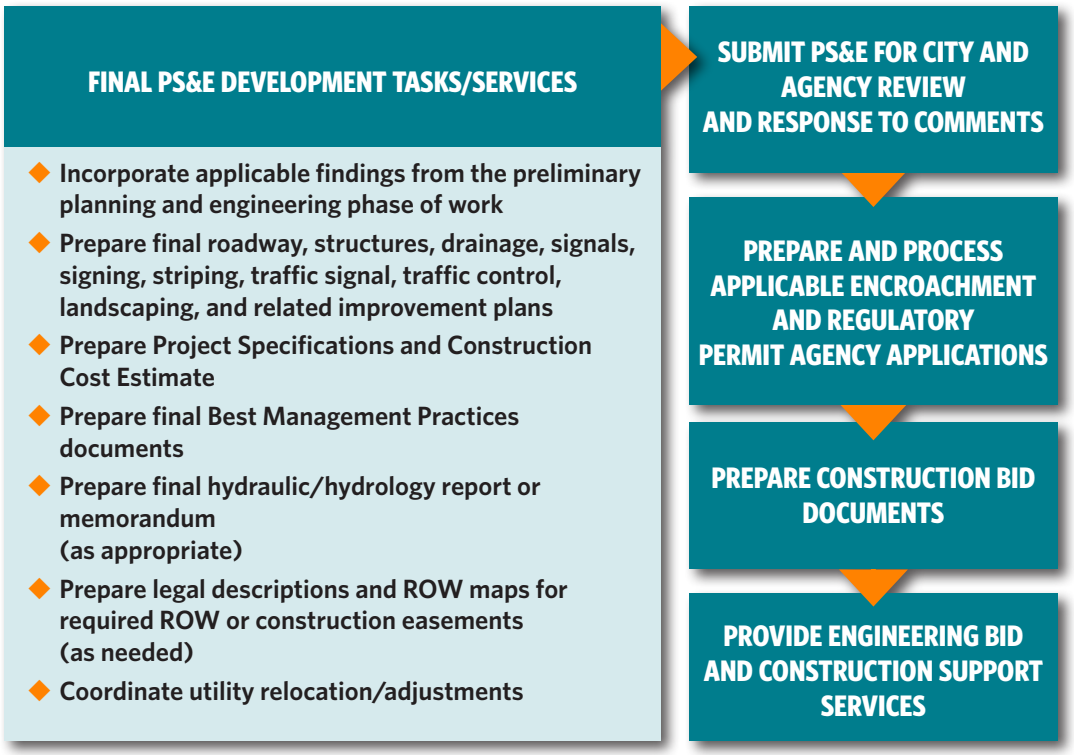
The document will include analysis of all required CEQA/NEPA (as needed) topics, identify potentially significant environmental effects, and identify all feasible measures to mitigate those effects to a level less than significant, if possible.

PHASE III - FINAL PLANS, SPECIFICATIONS AND ESTIMATE (PS&E)

This phase (Figure 8) encompasses a broad scope of work:

- Traffic Engineering Plans
- Construction Phasing/MOT/Detour Plans
- Permitting
- Right-Of-Way
- Utility Relocations
- Geotechnical Field Investigation
- Hydraulics
- Floodplain Location Hydraulic Study/Floodplain Encroachment Report
- Hazardous Materials
- PS&E (including, but not limited to, roadway, grading, paving, drainage, structural, traffic, delineation, street lighting, utility design, erosion control, and construction traffic control)

Figure 8. Task Order Process During Final PS&E Development



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AZTEC will perform a critical review of the adequacy of programmed funding against latest cost estimates and scope of work. If federal funding is a consideration, we will review and evaluate whether the project scope is within those eligible for federal reimbursement.

PHASE IV - CONSTRUCTION SUPPORT SERVICES

Work efforts in the phase include providing bid support during advertisement and award of the contract and construction support during project construction. Services anticipated for this phase could include:

Bid Support:

- Responding to Requests for Information
- Preparing Bid Addenda
- Preparing Additional Plans or Specifications
- Bid Review

Construction Support:

- Responding to Requests for Information
- Attending Construction Meetings
- Reviewing Shop Drawings
- Reviewing Materials Submittals
- Preparing Details to Clarify Intent of the Plans
- Reviewing Contractor Invoices
- Preparing Record Drawings

AZTEC BRINGS ADDED VALUE TO THE CITY OF GARDENA

Although not specifically requested in the RFQ, we have included additional information regarding the value brings to the City and our management approach to on-call contracts.

Innovation

Although the rate of inflation has slowed a bit over the past few months, it remains a significant concern and it is imperative that the City maximize the value of every dollar invested in its infrastructure. AZTEC will keep a close eye on the City's pocketbook and the time to begin consideration of innovative and/or value-added strategies is during initial scoping.

AZTEC knows that a thorough and clear understanding of the goals and objectives of each task order is imperative to effective and successful delivery. For example, in a highly trafficked area, full depth asphalt might be used to reduce the construction duration and resulting inconvenience/ impacts to motorists. Another example might be the use of dry stack stone retaining walls in lieu of masonry or concrete (benefits include aesthetics and sustainability). Stormwater capture and water quality could include vegetated median or roadside swales. In the end, bringing innovation and/or value-added strategies to each specific task order is highly dependent on the type of work it encompasses (water/sewer, stormwater, roadway, traffic, geotechnical). AZTEC has a proven record of "thinking outside the box" and bringing value to every project it undertakes.

Designing for Sustainability

AZTEC understands the importance of sustainability in project design. Whether the project has no outside regulatory oversight, or some level of oversight from agencies such as the South Coast Regional Water Quality Control Board (SCRWQCB), South Coast Air Quality Management District (SCAQMD), or the California Department of Toxic Substances Control (DTSC), our team of professionals will execute each task order with a sustainability in mind coupled with a collaborative approach. Depending on the size, complexity and potential impacts of the individual project, sustainability-related services could include:

- Green infrastructure designs/nature-based solutions - habitat connectivity assessments, site selection, construction oversight, and monitoring
- Consideration of methods to mitigate hazardous waste, oil and gas well abandonment, old and historic oil pipelines, and methane burn-off locations
- Development of Stormwater Pollution Prevention Plans (SWPPPs)
- Inclusion of resiliency and life-cycle costs in planning and design
- Development and protection of sensitive areas and resources during construction
- Studies and design for waste reduction including re-use of materials on-site for infrastructure projects
- Hazard risk assessments and planning for clean-up of contaminants including LUST Sites, oil/fuel pipelines, asbestos, and lead-based paints
- Public outreach including ADA-compliant information and inclusive programs for non-English speakers

ON-TIME PERFORMANCE

On-Call Contracts are a significant and key component of AZTEC's business. Over the years, we have developed a proven reputation for maintaining the most aggressive schedules while operating within strict/agreed-to budgets. Scope, schedule and budget all go hand in hand, and all need to be monitored in parallel. AZTEC takes project costs and schedule commitments very seriously. Steven Ogburn (our PM) takes great pride in providing excellent client service and motivating his team(s) to successfully deliver on their commitments.

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Key to our success is a proactive approach tailored to project-specific issues that historically threaten schedules and budgets, such as right-of-way, utilities, and environmental compliance. Our strategies to avoid schedule slippage include:

- Thoroughly evaluate the staffing needs required to successfully deliver the task order when preparing the scope of services and schedule
- Identifying additional resources/capacity that could accelerate task completion if needed
- Identifying and aggressively addressing critical path or long-term tasks that could delay the project
- Fostering team spirit and accountability toward deliverable deadlines
- Establishing and managing an Action Item Matrix - ensure that responsibilities are assigned to staff and promptly resolved
- Focusing on external coordination to reduce the likelihood of delays due to third party permitting/ approvals
- Building QA/QC and independent checks into the schedule and conducting them well before submittal due dates
- Maintaining close contact with the City's Project Manager to avoid any misunderstandings or misinterpretation that could result in a delay
- Holding regular (typically monthly) team progress meetings
- Embracing transparency between AZTEC and the City in all aspects of the project

Our strategy has been proven to be effective through the successful delivery of hundreds of task orders that AZTEC and its staff have completed over the years. We know from experience that many on-call contract task orders are small projects of short duration needed to remedy an existing problem relatively quickly. Having the right staffing plan and advancing efforts including utility notices, field surveys, geotechnical testing/analysis, stakeholder communication/ understanding needed permits are proven to streamline task order delivery.

PROJECT MANAGEMENT

MANAGEMENT APPROACH

Our management approach, as summarized in Figure 9 on the next page, has been proven to be effective in meeting or exceeding client goals for specific assigned tasks on schedule and on budget. With an effective management approach coupled with close coordination with City staff, each task order will progress seamlessly through to project delivery.

SIMILAR PROJECTS/SERVICES

PROJECT EXPERIENCE

Roadway, Bridge and Traffic Engineering On-Call; Orange County, CA (OCPW)

Key Personnel: Michael Bruz, Principal; Steven Ogburn, Project Manager; Jack Fleming, QC Manager
Agency Contact Information: OCPW, Jennifer Prause, jennifer.prause@ocpw.ocgov.com, 714.245.4514
Project Role: Prime
Date Completed: 2017 - 2024

AZTEC provided on-call engineering services to OCPW. Tasks included PS&E for ADA and roadway improvement projects. AZTEC has delivered several task orders including:

Santa Ana Bridge Rehabilitation
AZTEC led the design of modifications to several bridge crossings along the Santa Ana River. Efforts included designing minor repair or replacement components to protect the bridges from scour vulnerability and provide channel slope stability.

Americans with Disabilities Act (ADA) Improvements at Orange Avenue/Gilbert Street
AZTEC provided engineering services to upgrade the pedestrian pathway to meet ADA standards. The work consisted of preparing a PS&E package to relocate a portion of a two-foot-tall cobblestone retaining wall and reconstruct the sidewalk with an ADA compliant curb ramp.

Los Patrones Parkway Wildlife Improvements
AZTEC performed a field review of the roadway corridor and identified areas along Los Patrones Parkway (Oso Parkway to Cow Camp Road) that were potential wildlife breach points that may have been contributing to wildlife-vehicle collisions. AZTEC made recommendations for wildlife crossing types/locations and then designed improvements to provide crossings that allow wildlife to traverse the roadway corridor below the roadway to reduce the likelihood of future breaches and wildlife-vehicle collisions.

Brea Boulevard Corridor Improvements
AZTEC provided environmental services as well as preliminary and final design for wildlife crossing features for this section of Brea Boulevard which is located within a well-studied regional wildlife corridor, Puente/Chino-Hills, that connects the Santa Ana Mountains from the southeast to the Whittier Hills area to the northwest. Tasks included 15% design, final PS&E and peer reviews, and independent checks.

Wagon Wheel Pavement Rehabilitation Project
AZTEC provided engineering services for the rehabilitation of approximately 3.5 miles of residential and collector streets within and adjacent to the Wagon Wheel Community in Southern Orange County. The scope

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Figure 9. Keys to Task Order Success

MANAGEMENT TASK	KEYS TO SUCCESS
Understanding City Objectives	We will develop a thorough understanding of the objectives of the City and any/all stakeholder agencies. The result is successful design, documentation, and timely approval of projects.
Scope Development	A crucial step is preparing a comprehensive scope of work that clearly identifies the various project tasks and deliverables, including any assumptions.
Critical Path Method Scheduling	AZTEC uses Microsoft Project to monitor project progress and define critical path tasks. If any schedule changes are anticipated, we will promptly notify the City and submit an updated schedule and plan.
Project Initiation	We will maintain project momentum by following the agreed-to schedule. We will hold regular project meetings that includes an agenda to provide structure for all participants. Decisions regarding items and critical issues requiring resolution will be documented in meeting minutes that become part of the project file.
Critical Issues	Every project involves matters that require discussion and agreement between the affected parties. AZTEC fosters a partnership between all members of the Project Team to achieve "buy-in", so stakeholder expectations are met. Early identification, resolution, and documentation of critical issues is imperative to keeping each TO assignment on schedule and within budget.
Preliminary Engineering	To build a solid foundation for accurate scheduling, budgeting, and funding, we will conduct and document a field review(s) when we initially scope each task order. We strongly encourage that at least one Project Team Meeting be held in the field to provide a better understanding of project issues for all members of the Project Team.
Contract Administration	Eliminating unnecessary design changes is an important element of cost control. We will inform you as soon as possible of any potential or proposed scope revisions that will affect the established budget.
Budget Control	Regular monitoring through AZTEC's Deltek Accounting System will help to identify any scope change affecting project costs.
Project Progress and Design Review Meetings	On a monthly or as-needed basis, we will meet with the City and other involved stakeholders. Project objectives, schedule, and work progress will be discussed to identify and resolve critical issues promptly, and address budget issues and other related items.
Coordination and Communication with Public Agencies	Maintaining open communication and having the entire Project Team commit to a cooperative teamwork environment will result in the resolution of critical issues in a timely manner.
Project Delivery and Coordination	During design, interaction with jurisdictional agencies and other affected entities (i.e., utility companies) may be needed. We are proud of our accomplishments in maintaining and accelerating project delivery in partnership with our stakeholder agencies.

included a field pavement survey and recommendations for pavement rehabilitation methods along with plans, specifications and estimates, and design support services during construction.

On-Call Engineering Services for Roadway/Highway Engineering; Riverside County, CA (RCTD)

Key Personnel: Michael Bruz, Principal; Steven Ogburn, Project Manager; Natalya Shikaloff, Task Order Manager; Jack Fleming, QC Manager
Agency Contact Information: RCTD, Alfredo Martinez, almartin@rivco.org, 951.206.434
Project Role: Prime
Date Completed: Ongoing

AZTEC is currently providing on-call engineering services to augment RCTD in-house resources to deliver road improvement projects as part of the RCTD Transportation Improvement Program (TIP). Tasks have focused on roadway/highway engineering projects including drainage and subsurface utility exploration. AZTEC's task orders have included:

Long Canyon Road Rehabilitation PS&E
AZTEC provided engineering services for the rehabilitation of approximately one and a half miles of existing asphalt roadway on Long Canyon Road near the City of Desert Hot Springs in Riverside County. AZTEC reviewed the existing roadway pavement conditions and confirmed that the pavement structural section provided by RCTD adequately

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addressed the rehabilitation needs for Long Canyon Road and was later implemented in the project. In addition, AZTEC reviewed the drainage flows/conditions and confirmed the location/limits of a recommended concrete low-water crossing of Long Canyon Road to reduce the likelihood of damage to the roadway due to stormwater flows. The analysis resulted in roadway profile adjustments near the intersection of Long Canyon and Dillon Road to include the low water crossing improvements in the project.

Gillman Springs Utility/Subsurface Utility Exploration (SUE) Services
AZTEC provided SUE for 96 potholes to expose, identify and record relevant utility line information to prevent utility conflicts within the limits of the Gillman Springs Road project.

Viejo Drive Storm Drain Improvement and Gully Erosion Repair
AZTEC is managing and reviewing the work of our subconsultant on this project. The scope of work includes geotechnical investigation and materials testing services.

Pauba Road Improvement Project - Road Drainage and Utility Designating and Locating
AZTEC completed utility designating services at 28 locations along a three-quarter mile portion of Pauba Road between via Del Monte and Calle Contento. The drainage scope of work services includes the design of 11 head/wingwalls, two trapezoidal and V-ditches, one concrete culvert, replacement/extensions of eight CMP pipes of varying diameters, and all accompanying rock slope protection.

Temescal Canyon Road Resurfacing
AZTEC is currently working on this task order that includes preliminary engineering for Temescal Canyon Road between Dawson Canyon Road and Terramor Drive (approximately 3 miles). Although primarily a pavement resurfacing project, AZTEC will also be evaluating potential roadway profile and drainage improvements at the Trilogy Parkway Intersection to eliminate ongoing stormwater ponding problems. In addition, AZTEC will be investigating and evaluating ADA deficiencies and needs throughout the corridor and making recommendations to bring the project into conformance with current ADA standards.

On-Call Civil Engineering Services; El Centro, CA (City of El Centro)

Key Personnel: Jack Fleming, Project Manager
Agency Contact Information: City of El Centro, Abraham Campos, acampos@cityofelcentro.org, 760.337.5182
Project Role: Prime
Date Completed: 2021 - Present

AZTEC is providing on-call engineering services to the City of El Centro (El Centro). To date, AZTEC has delivered the following task orders:

Active Transportation Plan (ATP) Cycle 5 Improvements
AZTEC supported El Centro on its ATP Cycle 5 Improvements. This project includes the design of pedestrian HAWK crossings with associated ADA ramps and sidewalks, traffic calming devices (bulb outs, narrower traffic lanes), a new traffic signal in front of the El Centro Regional Medical Center and drainage improvements. This project posed challenges pertaining to existing drainage where the bulb-outs/HAWKs were being placed and addressed existing intersection sight distance limitations where current standards were not met. New service locations were coordinated with the Imperial Irrigation District to ensure the new traffic signal and HAWK signals would have electrical service. Additional project features included designing all signals to be compatible with a future interconnect project along Imperial Avenue. Underground infrastructure to tie into the future system was also included with the AZTEC project. GPS controlled timing modules were added to the project to coordinate the new signals before the future interconnect project was constructed.

Alder Sewer Repair
AZTEC provided design review and construction support services for this project that included 675 lineal feet of 27" sewer main that had multiple issues, including a negative slope in a previously jack-and-bored section of pipe and major surcharging in one of the sewer manholes. In-house efforts for this project included an initial and final Preliminary Design Report, Final PS&E documents, Phase I Environmental Site Assessment (ESA) and subsurface utility engineering & utility coordination. In addition, AZTEC assisted the City with construction support services that included construction oversight supervision, review of contractor pay applications, responding to Requests for Information (RFI's) and reviewing material submittals. Based on AZTEC's performance on the project, the City hired AZTEC to provide construction support services for an additional project that included emergency repairs of a sinkhole.

Dogwood Road Alignment Study
AZTEC is providing El Centro with a Preliminary Engineering Report and 30% conceptual design plans for Dogwood Road from Interstate 8 to Ross Avenue. AZTEC is providing El Centro a four-lane arterial roadway concept for Dogwood Road. Our scope of services includes survey, 30% conceptual plans, preliminary drainage evaluation, preliminary traffic evaluation, preliminary engineering report, right-of-way, utility coordination, and stakeholder intra/interagency coordination and permitting. A key aspect of the project involves the early identification of utility

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conflicts and their potential relocation costs, as well as identification of any needed right-of-way acquisitions.

On-Call Location of Underground Utility Facilities (Potholing); Los Angeles County, CA (Caltrans District 7)

Key Personnel: George Enriquez, Project Manager
Agency Contact Information: Caltrans District 7, William Howard, william.howard@dot.ca.gov, 213.897.3017
Project Role: Subconsultant
Date Completed: 2020

As the primary provider for the Positive Location On-Call (Potholing), AZTEC has completed utility designating services and performed over 350 potholes on 57 Task Orders. The potholing for these task orders was in support of various Caltrans projects from ADA ramp improvements, traffic signal pole relocations, bridge expansion, metal guard rail beam improvements, drainage and grading projects. AZTEC assisted in coordinating with the utility owners to schedule field meetings and Dig Alert mark outs. AZTEC helped coordinate the necessary traffic control to ensure public safety. AZTEC assisted in laying out the pothole locations to maximize the needs of each project to ensure all required information is captured. This helped the projects to be completed on time and with minimal dryholes to keep the project within budget.

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REFERENCES

Figure 10. AZTEC's references for work performed within the last five (5) years.

AZTEC'S REFERENCES



AGENCY NAME & ADDRESS: OCPW, 601 North Ross Street, Santa Ana, CA 92701
CONTACT: Jennifer Prause, jennifer.prause@ocpw.ocgov.com, 714.245.4514
PROJECT: Wagon Wheel Pavement Rehabilitation
AZTEC is providing engineering services for the rehabilitation of approximately 3.5 miles of residential streets. Work includes a field pavement survey and recommendations for pavement rehabilitation methods along with plans, specifications and estimates, and design support services during construction. *Full description provided on Page 19.*
SIMILAR/RELEVANCE:
- ✓ On-Call Task Order Project
- ✓ Southern California Project
- ✓ Extensive Quality Reviews
- ✓ Key Personnel - Michael Bruz, Steven Ogburn and Natalya Shikaloff

DATE COMPLETED: 2023 - 2024



AGENCY NAME & ADDRESS: RCTD, 4080 Lemon Street, Riverside, CA 92501
CONTACT: Alfredo Martinez, almartin@rivco.org, 951.206.4348
PROJECT: On-Call Engineering Services for Roadway/Highway Engineering
AZTEC is currently providing on-call engineering services to augment RCTD in-house resources to deliver road improvement projects in the TIP. Tasks have included roadway/highway engineering projects including drainage and utility exploration. *Full description provided on Page 20.*
SIMILAR/RELEVANCE:
- ✓ On-Call Contract; Multidisciplinary Task Orders
- ✓ Extensive quality reviews
- ✓ Compressed schedule and adherence to budget
- ✓ Key Personnel - Michael Bruz, Steven Ogburn and Natalya Shikaloff

DATE COMPLETED: 2020 - Present



AGENCY NAME & ADDRESS: City of El Centro, 1275 W. Main Street, El Centro, CA 92243
CONTACT: Abraham Campos, acampos@cityofelcentro.org, 760.337.5182
PROJECT: On-Call Civil Engineering Services
AZTEC is providing on-call civil engineering services to the City of El Centro and is providing services for three projects under this on-call. *Full description provided on Page 20.*
SIMILAR/RELEVANCE:
- ✓ Alternatives Analysis and Multimodal Final Design
- ✓ Coordination with Various Agencies, including transit
- ✓ Significant Public outreach/involvement
- ✓ Traffic Analyses Construction Cost Estimates
- ✓ Key Personnel - Jack Fleming

DATE COMPLETED: 2021 - Present

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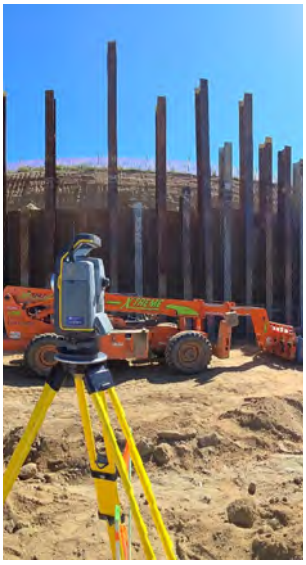
CL SURVEY'S REFERENCES



AGENCY NAME & ADDRESS: **Onward Engineering (on behalf of the City of Gardena), 300 S Harbor Boulevard #814, Anaheim, CA 92805**
CONTACT: Ryan Dennis, rdennis@oe-eng.com, 714.533.3050 ext. 721
PROJECT: **Zone 3 Improvement Project**
CL Survey worked together with the Design team to supply Survey and Right of Way Mapping Support for the Zone 3 Improvement Project. This project included the collection of 10+ miles of street improvement topography at 25' intervals along both Major Arterial and Minor Streets throughout the city. The project included the following tasks:

- Control Network to be utilized for data collection and future construction purposes.
- Monument Preservation of all site monumentation
- Topographic Survey and Street Cross Sections at 25' Intervals for Street Design
- Centerline and Right of Way Mapping

SIMILAR/RELEVANCE:

- ✓ Local Agency Experience
- ✓ Key Personnel - Robert D. Vasquez, PLS, Survey Project Manager; Dan Calvillo, PLS, Field Task Lead/Project Surveyor

DATE COMPLETED: 2023



AGENCY NAME & ADDRESS: **City of Torrance, 3031 Torrance Boulevard, Torrance, CA 90503**
CONTACT: Gordon Kline, gkline@allamericanasphalt.com, 951.736.7600
PROJECT: **Anza Street Improvement Project – Del Amo Boulevard to Sepulveda Boulevard**
CL Survey was able to work with both the Design and Construction Teams for this project. CL Survey was initially teamed with the Design Consultant to provide Design Survey and Right of Way Mapping for the project. Most recently we are working with the General Contractor to construct the Street Improvements. Below are the tasks performed on this project:

- Control Network to be utilized for data collection and future construction purposes.
- Monument Preservation of all site monumentation
- Topographic Survey and Street Cross Sections at 25' Intervals for Street Design
- Centerline and Right of Way Mapping
- Construction Staking of Handicap Ramps, Curb and Gutter and Underground Utilities.

SIMILAR/RELEVANCE:

- ✓ Local Agency Experience
- ✓ Key Personnel - Robert D. Vasquez, PLS, Survey Project Manager; Dan Calvillo, PLS, Field Task Lead/Project Surveyor

DATES: 2024



AGENCY NAME & ADDRESS: **City of Long Beach, 411 W. Ocean Boulevard, Long Beach, CA 90802**
CONTACT: Vahik Vartanians, vahik.vartanians@longbeach.gov, 562.570.6963
PROJECT: **Long Beach Annual Street Improvements for Residential Streets**
CL Survey has played an active role in the City's improvements since 2012. These services include the monument preservation of over a thousand monuments, construction staking of over 100 miles of curb and gutter throughout the city streets and design topography of over 300 ADA Ramps. CL Survey performs this work with a multitude of General Contractors and Design Engineering firms working with the city. We have staked storm drain, sewer, water, sidewalk, curb and gutter, cross gutters, and handicap ramps. The City of Long Beach Annual Street Improvement program provides for the improvement of deteriorating pavement and concrete curbs and gutters throughout the City's residential streets, major arterial streets, airports and other public facilities.
SIMILAR/RELEVANCE:

- ✓ Local Agency Experience
- ✓ Key Personnel - Robert D. Vasquez, PLS, Survey Project Manager; Dan Calvillo, PLS, Field Task Lead/Project Surveyor

DATES: Ongoing

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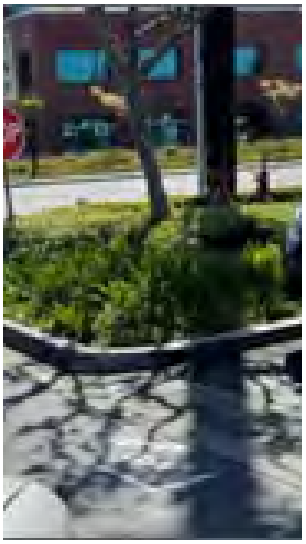
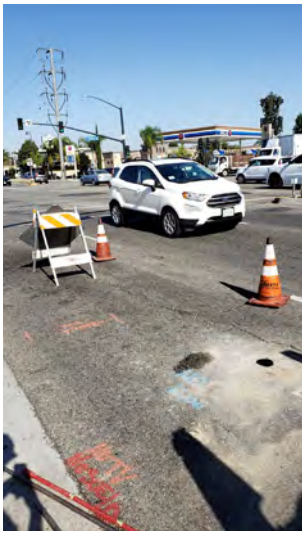
DIAZ YOURMAN'S REFERENCES



AGENCY NAME & ADDRESS: **Rick Engineering Company (on behalf of the City of Manhattan Beach),1400 Highland Ave, Manhattan Beach, CA 90266**
CONTACT: Joe Hammond, jhammond@rickengineering.com, 949.588.0707
PROJECT: **Aviation Boulevard Missing Sidewalk Project**
Diaz Yourman provided geotechnical engineering services for a project to construct an approximately 600-foot-long section of sidewalk along Aviation Boulevard between 33rd Street and West Rosecrans Avenue; install a new commercial driveway; install 6 American with Disabilities Act (ADA) compliant curb ramps; construct a new retaining wall, relocate existing fencing, irrigation lines, signage, utility pole guywires, utility boxes and valve covers; remove and replace curbs and gutters, sidewalk culvert; and remove miscellaneous appurtenances and landscaping. Primary geotechnical considerations were collapsible sandy loam material ang potential of expansive and contaminated soils along the proposed sidewalk location. Diaz Yourman provided geotechnical engineering services, including a subsurface investigation, laboratory testing, engineering analyses, and a report with recommendations.
SIMILAR/RELEVANCE:
- ✓ Local Agency Project
- ✓ Key Personnel - Christopher M. Diaz, PE, GE, Geotechnical Project Manager; Britton Howay, EIT, Project Engineer

DATE COMPLETED: 2023



AGENCY NAME & ADDRESS: **City of Downey, 11111 Brookshire Ave, Downey, CA 90241**
CONTACT: Edwin Norris, enorris@downeyca.org, 562.904.7114
PROJECT: **Lakewood Boulevard at Florence Avenue Improvement Project**
Diaz Yourman provided geotechnical engineering services for the proposed intersection improvements. Geotechnical services consisted of conducting a field exploration and performing laboratory testing and engineering analyses to develop conclusions and recommendations regarding new rigid pavement sections and grading operations.
SIMILAR/RELEVANCE:
- ✓ Similar Scope of Work Services
- ✓ Key Personnel - Christopher M. Diaz, PE, GE, Geotechnical Project Manager; Britton Howay, EIT, Project Engineer

DATES: 2020



AGENCY NAME & ADDRESS: **City of Long Beach, 411 W. Ocean Boulevard, Long Beach, CA 90802**
CONTACT: Onofre Ramirez, onofre.ramirez@longbeach.gov, 562.570.6183
PROJECT: **Shoreline Drive Realignment**
Diaz Yourman provided geotechnical engineering services for the final design of Shoreline Drive Realignment project, which will minimize the construction footprint of the future Shoemaker Bridge construction. The project includes realigning Shoreline Drive; reconstructing Broadway and converting it to a two-way street from Shoreline to Magnolia; converting Third Street to a two-way street from Golden Avenue to Magnolia, decoupling 6th Street and 7th Street from Daisy to Atlantic; constructing a new bicycle/pedestrian path; relocating a pump station; and providing a new conveyance line. Diaz Yourman provided geotechnical engineering services, including data review, a subsurface investigation, laboratory testing, engineering analyses, and a geotechnical report with recommendations.
SIMILAR/RELEVANCE:
- ✓ Local Agency Project
- ✓ Key Personnel - Christopher M. Diaz, PE, GE, Geotechnical Project Manager; Britton Howay, EIT, Project Engineer

DATES: 2022

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JS & TM'S REFERENCES



AGENCY NAME & ADDRESS: City of Santa Ana, 20 Civic Center Plaza, Santa Ana, CA 92701
CONTACT: Suzi Furjanic, sfurjanic@santa-ana.org, 714.571.4241
PROJECT: Centennial Park Lake Renovation
Mr. Smith and Mr. Muli served as project manager and lead project engineer respectively for the Centennial Park Lake Renovation Project. Mr. Smith led the design team that provided all design and engineering services for the Centennial Park Lake Renovation project. Mr. Smith and Mr. Muli are currently providing bid support and construction support service to the City of Santa Ana for the construction of the proposed lake renovation improvements.
SIMILAR/RELEVANCE:
- ✓ Southern California Project
- ✓ Key Personnel - Jonis Smith, Project Manager; Tim Muli, Lead Project Engineer

DATE COMPLETED: Ongoing



AGENCY NAME & ADDRESS: City of Yucaipa, 34272 Yucaipa Boulevard, Yucaipa, CA 92399
CONTACT: Landon Kern, lkern@yucaipa.org, 909.797.2489
PROJECT: Dunlap Road Bridge Replacement Project
Mr. Muli was the Project Manager and Mr. Smith was the lead Project Engineer. Mr. Muli led a design team to develop a plan to remove and replace the existing Dunlap Blvd Bridge at Wilson Creek Channel with a new prefabricated steel bridge structure while avoiding impacts to Waters of the US and Dept of the Army 404 Permit. The goal of the project is to increase the conveyance capacity of Wilson Creek at the bridge crossing and reduce flooding associated with 100-year and greater storm events.
SIMILAR/RELEVANCE:
- ✓ Southern California Project
- ✓ Similar Scope of Work Services
- ✓ Key Personnel - Tim Muli, Project Manager; Jonis Smith, Lead Project Engineer

DATES: 2021



AGENCY NAME & ADDRESS: City of Thousand Oaks, 2100 Thousand Oaks Boulevard, Thousand Oaks, CA 91362
CONTACT: Nader Heydari, nheydari@toaks.org, 805.449.2392
PROJECT: Haigh Road Drainage Channel Improvements Project
Mr. Muli was the Project Manager responsible for the delivering the design of approximately 1,250 linear-foot of 5-foot wide-open channel that was originally constructed in the 1960's with reinforced concrete invert, and reinforced CMU block walls. On the downstream end of the channel, just south of Newbury Road, the channel base width is constricted from 5-ft to 3.5 feet before discharging into the side wall of curb opening catch basin, then continues eastwards to flow as a 60-inch downstream of the catch basin.
SIMILAR/RELEVANCE:
- ✓ Similar Scope of Work Services
- ✓ Key Personnel - Tim Muli, Project Manager; Jonis Smith, Lead Project Engineer

DATES: 2019

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FEE SCHEDULE

AZTEC Engineering Group, Inc.
30 Executive Park, Suite 120
Irvine, California 92614
TEL: 714.656.2805
FAX: 714.754.1690

June 13, 2024

City of Gardena
Public Works Department
1717West 162nd Street
Gardena, CA 90247-3778
ATTN: Kevin Kwak, Assistant Public Works Director

Fee Schedule
General Civil Engineering Design

AZTEC Engineering Group, Inc.	
Personnel Classification	**Hourly Rate ($)**
Principal	360
Senior Project Manager / Senior Technical Advisor	300
Project Manager / Technical Advisor / Senior GIS Manager	270
Senior Project Engineer / Senior Environmental Scientist / Geotechnical Engineer	240
Senior GIS Analyst / Senior Environmental Planner	235
Project Engineer / Environmental Scientist	230
Senior Engineer	210
Engineer	190
Senior Designer / GIS Analyst	180
Designer	170
Engineer in Training / Senior Technician	155
Technician	140

Notes:

1. Hourly Rates shown are effective through the initial 3-year term of the contract.
2. Reimbursable items include items such as copies, mylars, postage, delivery and mileage. Non-labor reimbursable expenses will be invoiced to the City at cost.
3. Mileage reimbursement will be invoiced at the current federal rate when the cost was incurred. The rate for 2024 is $0.67 per mile.
4. Overtime rates in accordance with Prevailing Wage rules will be applied to the base hourly rate at 1.5 times and 2.0 times. Overtime rates will be charged in accordance with Fair Labor Standards Act (FLSA) guidelines and only apply to the base hourly rate.

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CL SURVEYING & MAPPING

CITY OF GARDENA
FEE SCHEDULE

(This rate schedule covers the period between May 17, 2024, and May 16, 2027)

Office Staff:

Contract/ Survey Manager	$255
Project Surveyor	$210
Survey Analyst / Technician	$175
Admin / Clerical	$105

Note: Authorized overtime will be charged at 1.5 times the above rate.

Field Staff:

1 Person Field Crew *	$265
2 Person Field Crew *	$370
3 Person Field Crew *	$475

CL Surveying and Mapping, Inc. is signatory to the International Union of Operating Engineers Local 12. Field surveyors are therefore paid prevailing wage rates for all work performed.

Reimbursable Expenses:

1. *3D Laser Scanner equipment is not included in our overhead rate and will be invoiced at an additional separate daily rate.*
2. *All field staff are subject to prevailing wages.*
3. *Aerial Mapping Costs by subconsultant Digital Mapping Inc. (DMI) will be invoiced as an ODC. A copy of invoices from DMI will be submitted for reimbursement.*

400 E. Rincon Street, Ste 202
Corona, CA 92879

909.484.4200
www.CL-Survey.com

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DIAZ • YOURMAN
& ASSOCIATES

Geotechnical Services

DIAZ•YOURMAN & ASSOCIATES
Schedule of Charges – Valid 1/1/2024 through 12/31/2027

Professional Services	
Staff I	$173.00/hour
Staff II	197.00/hour
Project I	218.00/hour
Project II	238.00/hour
Senior	263.00/hour
Associate I	286.00/hour
Associate II	308.00/hour
Principal	342.00/hour
Support Services	
CADD/ Word Processing	124.00/hour
Technical Editing	150.00/hour
Technician I	145.00/hour
Technician II	176.00/hour
Prevailing Wage Field Services	
Week Days (6 am to 5 pm)	200.00/hour
Weekday Overtime (first 4 hours)	238.00/hour
Week Nights (5 pm to 6 am), Saturdays (0 to 12 hours)	238.00/hour
Sundays, Holidays, Other Overtime	276.00/hour
Equipment	
Field Truck	23.00/hour
Nuclear Gauge	118.00/day
Manometer	70.00/day
Slope Inclinometer	77.00/day
Coring Machine	272.00/day
Outside direct costs such as drillers, laboratory testing, geophysical surveys, traffic control, equipment rental, printing, and copying, other outside services	Cost + 15%

For non prevailing wage field services provided by a staff engineer during nighttime (7 pm to 7 am), a $160 surcharge/ per night and a minimum per visit charge of 4 hours will apply.

Contract personnel may be charged at the hourly rates listed above. Travel time will be charged at regular hourly rates.

Diaz•Yourman & Associates makes no warranty, either express or implied, to its statements, conclusions, findings, recommendations or specifications except that they are prepared and presented in accordance with generally accepted standard of care.

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J. SMITH & T. MULI

JS&TM

2024-2027 STANDARD SCHEDULE OF CHARGES

ENGINEERING SERVICES

Principal Engineer	$205.00/hr
Engineering Technician	$205.00/hr
Data Analyst	$205.00/hr
Technical Editor	$205.00/hr

PROJECT MANAGEMENT SERVICES

Senior Project Manager	$205.00/hr
Lake Manager	$205.00/hr
Project Assistant	$205.00/hr

CONSTRUCTION MANAGEMENT SERVICES

Principal Construction Manager	$205.00/hr
Resident Engineer	$205.00/hr

TECHNICAL SUPPORT SERVICES

Drafting/CADD Services

Senior Designer	$205.00/hr
CAD Technician	$205.00/hr

Forensic Engineering / Expert Witness – Court appearances, depositions, and interrogatories as expert witness will be billed at 4 times normal rates.

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STEVEN OGBURN, PE

Project Manager

EXPERIENCE

- Total Years: 24
- Years with AZTEC: 15

EDUCATION

- BS, Civil Engineering, University of Arizona

LICENSES/ CERTIFICATIONS

- CA Professional Engineer #66455

WHY STEVEN?

Steve has 24 years of project management and engineering experience and has successfully managed a wide variety of transportation engineering and analysis projects. Having both a roadway and traffic design background and experience on both municipal and freeway projects, he has the breadth of knowledge and expertise to successfully execute a diverse range of transportation projects. His expertise includes multi-agency coordination, planning, design, complex construction sequencing and traffic management (MOT) requiring 3D modeling of phase-by-phase construction, environmental integration and active public involvement. Steve fully understands the requirements of the planning and design processes and can effectively manage quality assurance and control on multidisciplinary projects. He brings well-rounded experience and has managed projects of all types of complexities, ranging from local intersection improvements to arterial streets, rural and interstate highways, and urban freeways.

RELEVANT PAST PROJECTS

Road/Bridge and Traffic Engineering On-Call; Orange County, CA (OCPW)

Project Manager. AZTEC is providing on-call road and bikeway engineering services to Orange County Public Works. Tasks under this on-call can include all types of design related to roadways and bikeways, including geometrics, design speeds, safety, hydrology and hydraulic analysis, soil mechanics, and computer programs related to roadway designs. Typical tasks may include preparation of plans, specifications, and estimates (PS&E) for design of roadway and/or bikeway projects.

» **Curb Ramp Improvements at Orange Avenue and Gilbert Street Task Order**
Task Order Manager. AZTEC provided engineering services for curb ramp improvements at the intersection of Orange Avenue and Gilbert Street in Anaheim. This project satisfied the County's ongoing effort to upgrade the pedestrian paths to meet current Americans with Disabilities Act (ADA) standards. The work consisted of preparing PS&E plans to relocate a portion of a two-foot-tall cobblestone retaining wall and reconstruct the sidewalk with an estimated length of 20 feet and a curb ramp in compliance with the current ADA standards.

» **Wagon Wheel Neighborhood Improvements Task Order**
Task Order Manager. AZTEC provided engineering services for the rehabilitation of approximately 3.5 miles of arterial, collector and residential streets within and adjacent to the Wagon Wheel Community in Southern Orange County. The scope of work included a field pavement survey using Falling Weight Deflectometer, Ground Penetrating Radar, and pavement cores to develop recommendations for pavement rehabilitation methods along with plans, specifications and estimates, and design support services during construction. AZTEC also conducted an ADA inventory of existing pedestrian ramps and sidewalks to document compliance with the County's ADA policy.

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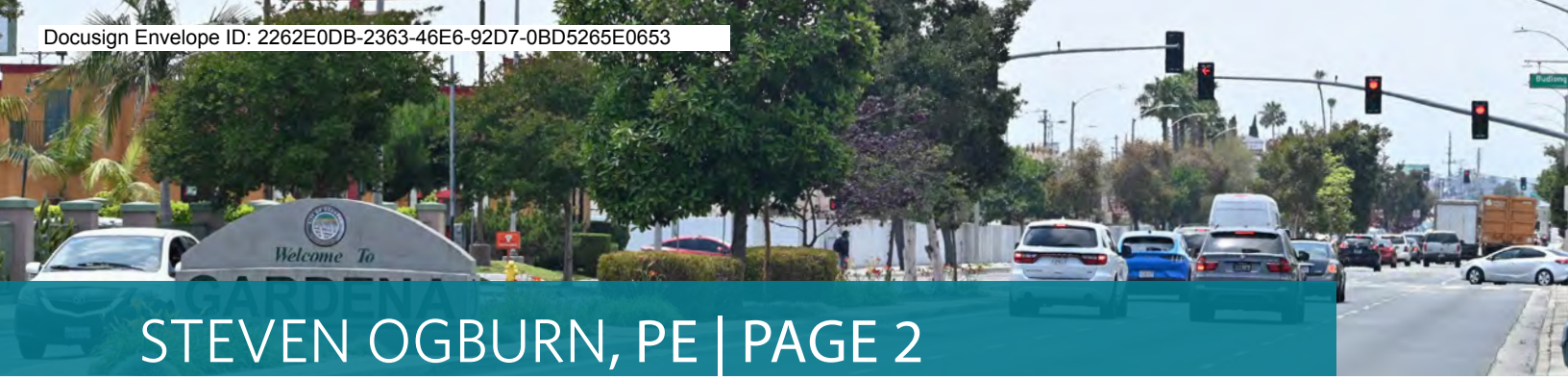

Roadway/Highway On-Call; Riverside County, CA (RCTD)

Task Order Manager. AZTEC is one of the current consultants to provide on-call engineering services to augment RCTD in-house resources to deliver road improvement projects that may either be identified or funded in the Transportation Improvement Program (TIP). Tasks can encompass roadway/highway engineering projects including drainage and utilities.

» **Temescal Canyon Road Resurfacing Task Order**
Task Order Manager. AZTEC is currently working on this TO to provide preliminary engineering for Temescal Canyon Road between Dawson Canyon Road and Terramor Drive. Although primarily a pavement resurfacing project, AZTEC will also be evaluating potential roadway profile and drainage improvements at the Trilogy Intersection. In addition, AZTEC will be investigating and evaluating ADA deficiencies and needs throughout the corridor.

On-Call Civil Engineering Services; Huntington Beach, CA (City of Huntington Beach)

Task Order Manager. AZTEC is one of the consultants to provide on-call civil engineering and surveying services for a wide variety of capital improvement projects such as public works infrastructure projects, including but not limited to: rehabilitation of roads, alleys, curb, gutter, and sidewalks within the public right-of-way, as well as off-street improvements, such as rehabilitation of City parking lots.

Brea Boulevard Corridor Improvement Project; Brea, CA (OCPW)

Project/Task Order Manager. The Project is located within the City of Brea and unincorporated Orange County, a total length of approximately 1.5 miles. This widening project is located within a well-studied regional wildlife corridor, Puente-Chino-Hills. AZTEC was hired to assist the County of Orange as the Wildlife Movement Study Subject Matter Expert and supplement the crossing design features for this section. We provided environmental services as well as preliminary and final design for the wildlife crossings. Our specific tasks included 15% design for location/features of a wildlife overpass, approaches, fencing and footprint and subsequent final design and PS&E for the wildlife crossing. AZTEC staff provided peer reviews/independent checks of documents produced by the prime consultant including the EIR and technical studies. We also conducted presentations at public meetings and coordinated with OCPW, the design consultant, and the Contractor.

I-15 Express Lanes Project DB; Corona, CA (Riverside County Transportation Commission)

Discipline Design Manager and Senior Project Engineer. This $275M design-build project that improved traffic capacity on I-15 in Riverside County by adding two tolled express lanes in each direction for a distance of 15 miles. AZTEC was the lead designer. Steve managed all the traffic design services including traffic handling (MOT), signing, striping, and lighting and was the Engineer of Record for one of the major design segments. He led the design for the Toll Collection System (TCS) infrastructure, including coordination with toll service provider for design needs. He managed all aspects of the traffic design for multiple release for construction (RFC) packages, working directly with the Contractor Joint Venture, RCTC, and the multidisciplinary design team.

City of Phoenix On-Call Engineering/Consulting Services; Phoenix, AZ (City of Phoenix)

Task Order Manager. AZTEC has been providing engineering on-call services to the City since 2002. These services typically include the preparation of studies, master plans, final design, traffic engineering, right-of-way (R/W) documentation and construction documents.

US 50 Pavement Rehabilitation and Enhancement Design-Build; Sacramento, CA (Caltrans)

Senior Traffic Engineer/Engineer of Record. As a major participant, AZTEC was a key part of this Design-Build team that delivered this critical project within the Sacramento city limits. This approximately 8-mile-long major highway project involves relieving congestion and enhancement this corridor by adding HOV lanes in both directions, 12 bridge widenings and rehabilitating the entire corridor with long-life pavement. For Signing & Marking, AZTEC was the lead for the entire corridor. AZTEC strictly adhered to the project's technical specifications and provisions, along with required Caltrans design standards.

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MICHAEL BRUZ, PE

Principal

EXPERIENCE

- Total Years: 44
- Years with AZTEC: 1

EDUCATION

- BS, Civil Engineering, Michigan State University

LICENSES/ CERTIFICATIONS

- CA Professional Engineer #36198

WHY MICHAEL?

Michael brings 44 years of experience delivering transportation projects throughout California. His recent experience includes serving as Contract/Project Manager for the Orange County Public Works as well as other similar on-call contracts, such as for the Port of Long Beach, Long Beach, Riverside County Transportation Department, and Caltrans. He will combine his technical and managerial skills to collaborate with our team's specialists who have worked on planning and engineering projects involving roadway, drainage, traffic, structures and other civil disciplines for a variety of clients in California and throughout the Southwest. His relevant experience includes freeway and interchange improvements, local streets and roads, active transportation, complete streets, roundabouts and road diet projects for a variety of public and private sector clients. He is well versed in all project phases including preliminary engineering (PA/ED), PS&E preparation, construction management, value analysis and dispute resolution. Michael is adept at managing multi-discipline, multi-agency, and multi-stakeholder teams through the entire project development process.

RELEVANT PAST PROJECTS

Road/Bridge and Traffic Engineering On-Call; Orange County, CA (OCPW)

Quality Assurance. AZTEC is providing on-call road and bikeway engineering services to Orange County Public Works. Tasks under this on-call can include all types of design related to roadways and bikeways, including geometrics, design speeds, safety, hydrology and hydraulic analysis, soil mechanics, and computer programs related to roadway designs. Typical tasks may include preparation of plans, specifications, and estimates (PS&E) for design of roadway and/or bikeway projects.

» **Wagon Wheel Neighborhood Improvements Task Order**
Quality Assurance. AZTEC provided engineering services for the rehabilitation of approximately 3.5 miles of arterial, collector and residential streets within and adjacent to the Wagon Wheel Community in Southern Orange County. The scope of work included a field pavement survey using Falling Weight Deflectometer, Ground Penetrating Radar, and pavement cores to develop recommendations for pavement rehabilitation methods along with plans, specifications and estimates, and design support services during construction. AZTEC also conducted an ADA inventory of existing pedestrian ramps and sidewalks to document compliance with the County's ADA policy.

Roadway/Highway On-Call; Riverside County, CA (RCTD)

Quality Assurance. AZTEC is one of the current consultants to provide on-call engineering services to augment RCTD in-house resources to deliver road improvement projects that may either be identified or funded in the Transportation Improvement Program (TIP). Tasks can encompass roadway/highway engineering projects including drainage and utilities.

» **Long Canyon Road Rehabilitation PS&E Task Order**
Quality Assurance. For the Long Canyon Road Rehabilitation PS&E, this roadway rehabilitation project was awarded under RCTD's Roadway/Highway Engineering On-Call contract. AZTEC provided engineering services for the rehabilitation of approximately one and a half miles of existing asphalt roadway on Long Canyon Road near the City of Desert Hot Springs in Riverside County.

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On-Call Civil Engineering Services; Long Beach, CA (Port of Long Beach)

Project Manager. Michael led this on-call contract and delivered more than 30 task orders, several of which were delivered on a compressed time frame. Most were designed to be built in a manner that would accommodate ongoing operations including ship loading and unloading to minimize impacts to the port and tenants. To minimize impacts, design considerations included complex construction sequencing of pavements and utility systems that included 24-hour work and work spread over several days and weeks.

City of Long Beach, On-Call Civil Engineering Services; Long Beach, CA

Project Manager/Contract Manager. This project was led by AZTEC's PM Michael Bruz while with another firm. Michael led this contract that included both planning and final design work. Planning efforts included a Planning Initiation Document (PID) for the Studebaker Road/SR-22 Interchange. Design included preliminary engineering (PA/ED for the Studebaker Road/SR-22 Interchange along with final plans, specifications and estimates for the interchange and the 15th Street Bike Boulevard. In addition, Michael oversaw the preparation of a streetscape/multimodal plan for a two-mile segment of Studebaker Road adjacent to the interchange.

Civil On-Call; Laguna Beach, CA (City of Laguna Beach)

Contract/Project Manager. Michael was the Laguna Beach On-Call Contract Manager for the past six (6) years with his previous firm. With AZTEC, he will be supported by a highly-qualified team that will develop the planning and/or technical documents associated with their respective service areas. Combining his expertise and engaging communication style with an experienced team of professionals will result in quality, effective and efficient task order delivery to the City.

Pacific Coast Highway Pavement Rehabilitation Project (Newport Coast Drive to South City Limits); Laguna Beach, CA (Caltrans District 12)

Project Manager. Responsible for design and engineering services to develop final plans, specifications, and estimates (PS&E) to rehabilitate the pavement on Pacific Coast Highway (SR 1) in the cities of Newport Beach and Laguna Beach. This was part of the State Highway Operation and Protection Plan (SHOPP), intended to extend the structural section service life for a minimum of five years. The project also included the design of a bike lane at the intersection of Newport Coast Drive and Pacific Coast Highway, which necessitated the reconstruction of the northwest quadrant of the intersection. Working closely with District 12, Michael led the preparation of the final PS&E and worked with the Cities of Newport Beach and Laguna Beach to develop a four-stage construction staging/traffic handling plan to address the complexities of the work sequencing. PS&E was completed and approved in less than 22 months.

MacArthur Boulevard (State Route 73) Route 1 to San Diego Creek, Orange County, CA (City of Newport Beach)

Project Manager. Responsible for the preparation of preliminary engineering (PA/ED) documents and final PS&E for the widening and realignment of approximately two miles of a key major arterial roadway. Prepared engineering documents and estimates to assist the city in obtaining relinquishment of the route from Caltrans. The project included stage construction/ traffic handling plans and specifications were completed to minimize impacts to the motorizing public, the residents, ocean vistas and Fashion Island (large regional mall).

Cow Camp Road Extension; Rancho Mission Viejo, CA (Rancho Mission Viejo, LLC)

Project Manager. Michael was responsible for managing this multi-phased, multi-disciplined project. He provided providing design services for the nearly five-mile long Project. When complete, this project will have taken more than 10 years to design and cost more than $125 million to construct. The project serves as the backbone infrastructure for the Rancho Mission Viejo Development that will eventually include more than 14,000 homes and five million square feet of retail and commercial space. Included in this significant project are nearly five miles of arterial roadway, more than 10 intersecting local streets, bridges over Chiquita Canyon, Gobernadora Canyon, and San Juan Creek, and an interface with Caltrans at Ortega Highway that requires an Intersection Control Evaluation (ICE). The project includes significant water and sewer facilities, local and regional stormwater control, water quality systems and basins, and extensive coordination with several permitting agencies.

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NATALYA SHIKALOFF, PE

Task Order Manager

EXPERIENCE

- Total Years: 40
- Years with AZTEC: 7

EDUCATION

- BS, Civil Engineering, California Polytechnic University, San Luis Obispo

LICENSES/ CERTIFICATIONS

- CA Professional Engineer #42306

WHY NATALYA?

Natalya brings more than 40 years of experience delivering transportation projects of all sizes and complexity. Her recent experience includes working with RCTD on the current on-call contract as well as working for OCPW, RCTC and Caltrans. She also brings 15 years of Caltrans experience at Districts 4 & 5 as a Project Manager/ Engineer and a Program Manager at Headquarters. Natalya has managed and delivered an assortment of civil engineering projects while focusing on project management, multidisciplinary design and design quality management. As Task Order Manager, Natalya will combine her extensive project management skills and engineering expertise to collaborate with our team's specialists who have worked on planning and engineering projects involving bridge, roadway, drainage and traffic disciplines for a variety of clients in California.

RELEVANT PAST PROJECTS

Road/Bridge and Traffic Engineering On-Call; Orange County, CA (OCPW)

Project Manager. AZTEC is providing on-call road and bikeway engineering services to Orange County Public Works. Tasks under this on-call can include all types of design related to roadways and bikeways, including geometrics, design speeds, safety, hydrology and hydraulic analysis, soil mechanics, and computer programs related to roadway designs. Typical tasks may include preparation of plans, specifications, and estimates (PS&E) for design of roadway and/or bikeway projects. AZTEC has delivered three tasks orders under this contract, including an ADA improvements at Orange Avenue/Gilbert Street, Santa Ana Bridge Rehabilitation project and Las Patrones Parkway Wildlife Analysis.

» **Santa Ana Bridge Rehabilitations Task Order**
Project Manager. AZTEC designed modifications to several roadway bridge crossings along a stretch of the Santa Ana River. These efforts included designing minor repair or replacement components to protect the bridges from scour and provide slope stability. Our team used as-built information and existing hydrogeological information to determine a soil strength profile and groundwater at the planned locations. A technical memorandum was prepared to accompany the calculations for approval by OCPW and the USACE. Based on the results and agency approval of the recommendations, PS&E documents were prepared based on the Caltrans BEES bid item list corresponding to the Caltrans standard specifications and Orange County design requirements.

» **Curb Ramp Improvements at Orange Avenue and Gilbert Street Task Order**
Roadway Lead. AZTEC provided engineering services for curb ramp improvements at the intersection of Orange Avenue and Gilbert Street in Anaheim. This project satisfied the County's ongoing effort to upgrade the pedestrian paths to meet current Americans with Disabilities Act (ADA) standards. The work consisted of preparing PS&E plans to relocate a portion of a two-foot-tall cobblestone retaining wall and reconstruct the sidewalk with an estimated length of 20 feet and a curb ramp in compliance with the current ADA standards.

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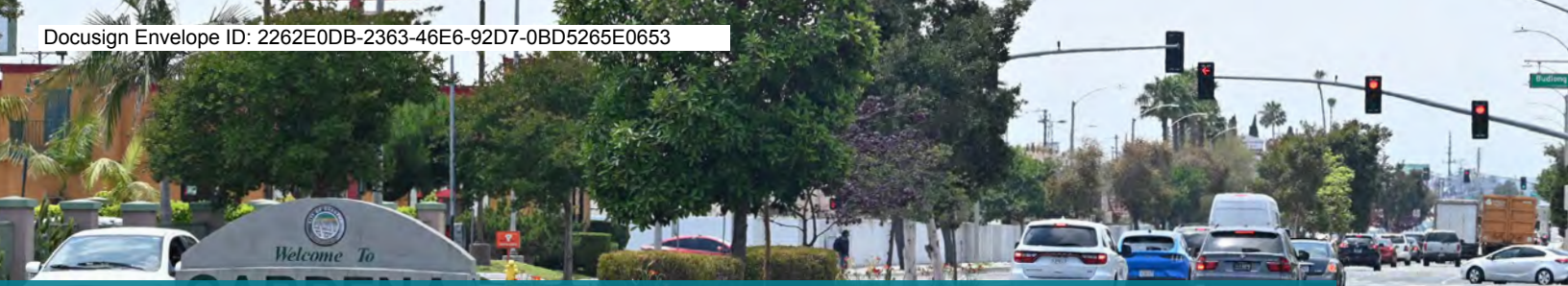

Roadway/Highway On-Call; Riverside County, CA (RCTD)

AZTEC is one of the current consultants to provide on-call engineering services to augment RCTD in-house resources to deliver road improvement projects that may either be identified or funded in the Transportation Improvement Program (TIP). Tasks can encompass roadway/highway engineering projects including drainage and utilities.

» **Long Canyon Road Rehabilitation PS&E Task Order**
Project Manager. AZTEC provided engineering services for the rehabilitation of approximately one and a half miles of existing asphalt roadway on Long Canyon Road near the City of Desert Hot Springs in Riverside County. AZTEC reviewed the existing roadway pavement conditions and confirmed that the pavement structural section provided by RCTD adequately addressed the pavement rehabilitation needs for Long Canyon Road and it was subsequently implemented in the project. In addition, AZTEC reviewed the drainage flows/conditions and confirmed the location/limits of a recommended concrete low-water crossing of Long Canyon Road to reduce the likelihood of damage to the roadway due to stormwater flows. This analysis resulted in roadway profile adjustments near the intersection of Long Canyon and Dillon Road to include the low water crossing improvements in the project. AZTEC submitted the sealed plans and engineers estimate to RCTD who will be advertising this project for construction.

» **Gillman Springs Road Task Order**
Project Manager. AZTEC provided subsurface utility exploration (SUE) for 96 potholes to expose, identify and record relevant utility line information in an effort to prevent utility conflicts within the limits of the Gilman Springs Road project.

On-Call Civil Engineering Services; Huntington Beach, CA (City of Huntington Beach)

Task Order Manager. AZTEC is one of the consultants to provide on-call civil engineering and surveying services for a wide variety of capital improvement projects such as public works infrastructure projects, including but not limited to: rehabilitation of roads, alleys, curb, gutter, and sidewalks within the public right-of-way, as well as off-street improvements, such as rehabilitation of City parking lots.

I-15 Express Lanes Project Design-Build, Riverside, CA (RCTC)

Design Manager. AZTEC was the lead design firm on the I-15 Express Lanes Project between Cajalco Road and State Route 60 for RCTC, in partnership with Caltrans District 8 and Headquarters. This high-profile $275M project added two tolled express lanes with a Toll Collection System (TCS) and Traffic Management System (TMS) in each direction for 14.6 miles. This included 11 bridge widenings. Under Natalya's leadership, AZTEC led all technical design aspects of the project, including the design for the TCS infrastructure. Natalya's responsibilities included managing all aspects of the design for multiple release for construction packages (over 30 design packages). She worked directly with the Construction Joint Venture, RCTC, and multidiscipline design team (10 design subconsultants) to adhered to the technical provisions for designing the Roadway Geometry, Bridge Widenings, Traffic Detours (MOT), Retaining Walls, Hydrology/Hydraulics/Stormwater, Signals/Lighting, Landscape Architecture, Utility Coordination/Relocations, Geotechnical Investigations, and Environmental Compliance. She conducted and attended numerous coordination meetings for design and construction efforts with contractor joint venture, RCTC, Caltrans District 8/Headquarters, and other stakeholders including the Toll Service Provider. She served these roles as an integral team member on-site with the Design-Build team.

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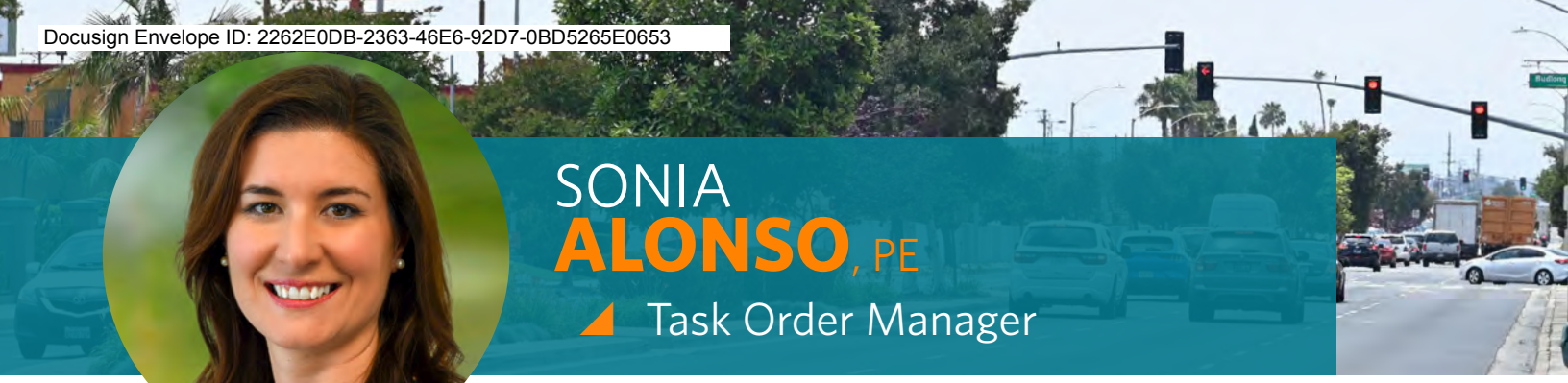

SONIA ALONSO, PE

Task Order Manager

EXPERIENCE

- Total Years: 12
- Years with AZTEC: 12

EDUCATION

- MS, Structural Engineering, Universidad Politécnica de Madrid
- BS, Civil Engineering, Universidad Politécnica de Madrid
- BS, Business Administration and Management

LICENSES/ CERTIFICATIONS

- CA Professional Engineer #93595
- AZ Professional Engineer #73257

WHY SONIA?

Sonia has 12 years of experience in engineering for building, bridge, and underground structures. She has been responsible for preparing design and analysis calculations of bridge and large buildings elements, construction plans, specifications, quantities, and cost estimates. She is based in Irvine and has been involved in singular projects, carrying out structural designs and analysis for prestressed concrete, reinforced concrete, steel-fiber reinforced concrete, and steel structures.

RELEVANT PAST PROJECTS

Road/Bridge and Traffic Engineering On-Call; Orange County, CA (OCPW)

Structures Engineer. AZTEC is providing on-call road and bikeway engineering services to Orange County Public Works. Tasks under this on-call can include design related to roadways and bikeways, including geometrics, design speeds, safety, hydrology and hydraulic analysis, soil mechanics, and computer programs related to roadway designs. Typical tasks may include preparation of plans, specifications, and estimates (PS&E) for design of roadway and/or bikeway projects. AZTEC has delivered three tasks orders under this contract.

- **Curb Ramp Improvements at Orange Avenue and Gilbert Street Task Order**
- **Santa Ana Bridge Rehabilitations Task Order**
- **Wagon Wheel Neighborhood Improvements Task Order**

I-15 Express Lanes Project DB; Corona, CA (RCTC)

Structures Engineer. AZTEC executed the final design for almost 60 lanes miles of new express lanes that included 11 bridge widenings including a major structure over the Santa Ana River and a complex structure crossing the BNSF tracks, retaining and sound walls, Toll Collection System (TCS) infrastructure, lighting, landscaping, and extensive environmental compliance activities in order to meet the strict required for the project.

On-Call Civil Engineering Services; Huntington Beach, CA (City of Huntington Beach)

Structures Engineer. AZTEC is one of the consultants to provide on-call civil engineering and surveying services for a wide variety of capital improvement projects such as public works infrastructure projects, including but not limited to: rehabilitation of roads, alleys, curb, gutter, and sidewalks within the public right-of-way, as well as off-street improvements, such as rehabilitation of City parking lots.

G-Line BRT Improvements Progressive Design Build; Los Angeles, CA (LA Metro)

Structures Engineer. The LA Metro G-Line is an existing bus route within a dedicated corridor running through the San Fernando Valley. The G-Line BRT Improvements project will improve the existing Bus Rapid Transit system through the design and construction of two grade separations and aerial stations at Sepulveda Boulevard and at Van Nuys Boulevard. Sonia is responsible for leading the structural design of both aerial stations. She produced calculations and details for the post-tensioned box girders of the platforms, the steel structure of the canopies and the vertical

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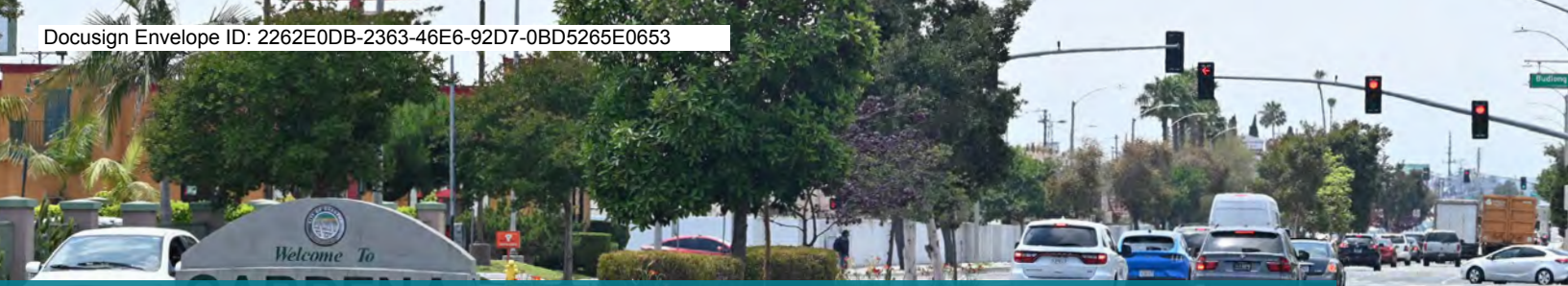

transportations elements (stairs, escalators and steel structure of the elevators). She also performed the BIM coordination of the structural Revit models.

I-10 Broadway Curve Design Build; Phoenix, AZ (ADOT)

Structures Engineer. This project involves adding lanes to I-10, SR143, and US 60, construction of new collector-distributor roads along I-10, construction of multi-use bridges over I-10, and rebuilding the interchange between I-10 and SR143. Sonia was responsible for leading the design of the Broadway Road TI UP, a new four-span bridge with multiple superstructure types including cast-in-place reinforced concrete box, precast prestressed bulb tee girders, and cast-in-place post tensioned concrete box girders. She produced calculations and details for the precast girders, the post-tensioned box girder, the reinforced concrete box girder and piers, abutments, footings, and other miscellaneous items. She developed the load rating for the bridge and checked calculations for miscellaneous bridge components and performed design checks of a new nine-span precast prestressed concrete bulb tee girder bridge with hammer-head piers, post-tensioned straddle bents and drilled shaft foundations.

High-Speed 2 Main Works Civil Contracts (HS2 MWCC) Phase 2 from London to Birmingham (Lots 1 and 2); London, UK (HS2)

Structures Shaft Coordinator. High Speed 2 (HS2) have employed Skanska Costain Strabag (SCS) as Main Works Civils Contractor for Lots S1 and S2 for the HS2 scheme. Lot S1 extends from the northern boundary of the proposed Euston High Speed station to the eastern edge of the proposed Old Oak Common Station, and includes numerous geotechnical structures including bored and Sprayed Concrete Lining (SCL) tunnels, shafts, portal structures, and retaining structures. Lot S2 extends from the western end of the proposed Old Oak Common Station, and includes tunnels, shafts, a large crossover box excavation, portal structures, cuttings, and embankments.

Stockholm Metro to Nacka and söderot; Stockholm, Sweden (Förvaltning för Utbyggd Tunnelbana, FUT)

Structures Engineer. This contract consists in the southern expansion of the blue line from its current terminus at Kunsträdgården to the municipality of Nacka, construction of a branch line to Gullmarsplan intermodal station (metro, tram and bus), and the connection to the green line at Sockenplan station. From here and southwards, the blue line will operate on the green line branch. In total 11 kilometers of new line and 9 new stations. Sonia was involved with temporary works design, 90% design calculations of partial demolitions and rebuilt of the Gullmarsplan intermodal station, and 60% design calculations of two new stations.

High-Speed 2 Main Works Civil Contracts (HS2 MWCC) Phase 1 from London to Birmingham; London, UK (HS2)

Structures Engineer. Skanska Costain Strabag (SCS) have employed Arup, Typsa and Zublin (Design House) as designers for the Tender phase of HS2 MWCC phase 1. The contract consists in the Type selection of the most representative structures of four project lots. Sonia was involved with type selection reports of evacuation and ventilation shafts, viaducts and retained cuts, performed 30% design calculations, construction plan preparation, and cost estimate calculations.

Riyadh Metro, Line 5; Riyadh, Saudi Arabia (King Abdulaziz Project for Riyadh Public Transport)

Structures Engineer. FAST Consortium has the responsibility of the design and construction for the Package-3 of Riyadh Metro, which includes Line 4, 5 and 6. The bored tunnel of Line 5 has a total length of around 12.5 km. There are 11 stations inserted along the alignment of the bored tunnel. The Line 5 has an additional station that is located outside the bored tunnel. All stations are constructed by cut & cover or bottom-up method. The proposed metro line is constructed with TBM. During this 3 years of project, Sonia performed 30%, 60% and 90%design calculations, prepared construction plans and was responsible for performing quality control checking of shop drawings.

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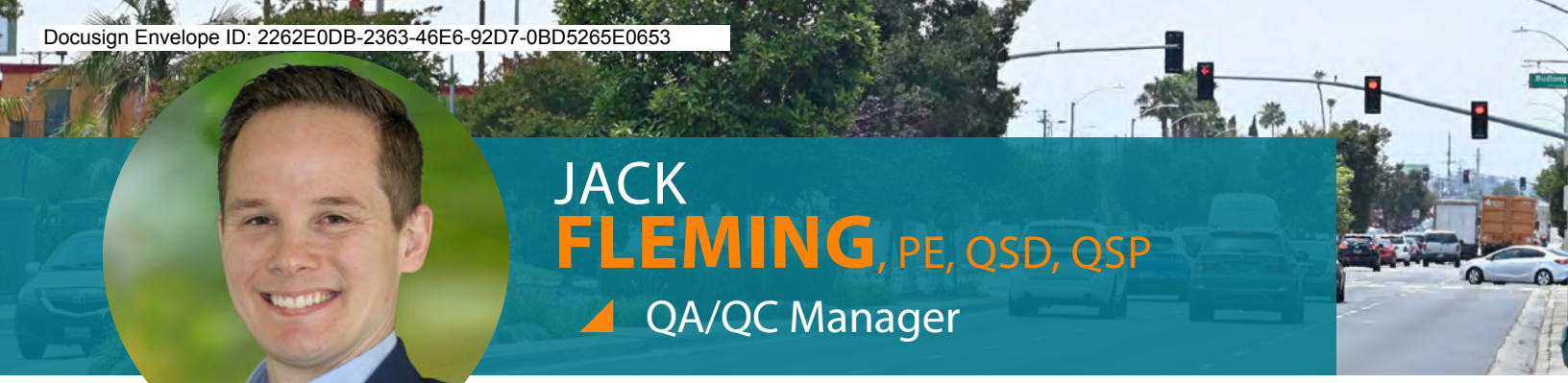

JACK FLEMING, PE, QSD, QSP

QA/QC Manager

EXPERIENCE

- Total Years: 14
- Years with AZTEC: 6

EDUCATION

- BS Civil Engineering, University of Arizona

LICENSES/ CERTIFICATIONS

- CA Professional Engineer #83573
- AZ Professional Engineer #63752
- TX Professional Engineer #131203
- Qualified SWPPP Developer (QSD)
- Qualified SWPPP Practioner (QSP)

WHY JACK?

Jack has 14 years of experience involving civil engineering design ranging from roadway design/ reconstruction to utility coordination, utility design, and pedestrian improvements. He also has extensive experience in construction administration, construction observation, and field engineering/inspections. Jack has managed projects of various sizes large and small for numerous clients throughout southern California and Arizona. He is thoroughly familiar with AZTEC's QMP as well as local and local government design guidelines and procedures (Caltrans). His experience includes projects for preliminary design, technical studies, and PS&E.

RELEVANT PAST PROJECTS

Road/Bridge and Traffic Engineering On-Call; Orange County, CA (OCPW)

Utilities Coordinator. AZTEC is providing on-call road and bikeway engineering services to Orange County Public Works. Tasks under this on-call can include all types of design related to roadways and bikeways, including geometrics, design speeds, safety, hydrology and hydraulic analysis, soil mechanics, and computer programs related to roadway designs. Typical tasks may include preparation of plans, specifications, and estimates (PS&E) for design of roadway and/or bikeway projects. AZTEC has delivered three tasks orders under this contract.

» **Curb Ramp Improvements at Orange Avenue and Gilbert Street Task Order**
Quality Assurance/Utilities Coordinator. This project was completed within a very aggressive timeline. AZTEC provided engineering services for curb ramp improvements at the intersection of Orange Avenue and Gilbert Street in Anaheim. This project satisfied the County's ongoing effort to upgrade the pedestrian paths to meet current Americans with Disabilities Act (ADA) standards. The work consisted of preparing PS&E plans to relocate a portion of a two-foot-tall cobblestone retaining wall and reconstruct the sidewalk with an estimated length of 20 feet and a curb ramp in compliance with the current ADA standards.

Roadway/Highway On-Call; Riverside County, CA (RCTD)

Quality Assurance Manager. AZTEC is one of the current consultants to provide on-call engineering services to augment RCTD in-house resources to deliver road improvement projects that may either be identified or funded in the Transportation Improvement Program (TIP). Tasks can encompass roadway/highway engineering projects including drainage and utilities.

» **Pauba Road Improvement Project - Utility Designating Task Order**
Quality Assurance Manager. AZTEC completed utility designating services at 28 locations along a three-quarter mile portion of Pauba Road between Via Del Monte and Calle Contento.

» **Gillman Springs Road Task Order**
Quality Assurance Manager. AZTEC provided subsurface utility exploration (SUE) for 96 potholes to expose, identify and record relevant utility line information in an effort to prevent utility conflicts within the limits of the Gilman Springs Road project.

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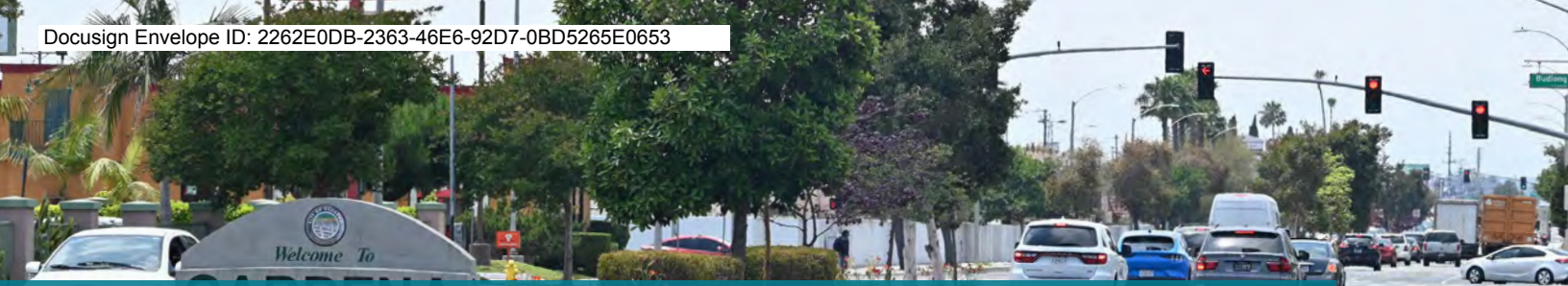

Engineering On-Call Services; El Centro, CA (City of El Centro)

Quality Assurance Manager. AZTEC is one of five consultants providing on-call engineering services to the City of El Centro. AZTEC has delivered the following Task Orders:

» **Active Transportation Plan (ATP) Cycle 5 Improvements Task Order**
Quality Assurance Manager. This project includes the design of pedestrian HAWK crossings with associated ADA ramps and sidewalks, traffic calming devices (bulb outs, narrower traffic lanes), a new traffic signal in front of the City hospital and drainage improvements. This project posed challenges pertaining to existing drainage where the bulb-outs/HAWKs were being placed and addressed existing intersection sight distance limitations where current standards were not met. Coordination for new services were coordinated with the Imperial Irrigation District to ensure the new traffic signal and HAWK signals would have power service. Additional project features included designing all signals to be compatible with a future interconnect connection along Imperial Avenue. Underground infrastructure to tie into the future system was included with the AZTEC project. GPS controlled timing modules were added to the project in order to coordinate the new signals before the future interconnect project was constructed.

» **Alder Sewer Repair Task Order**
Quality Assurance Manager. AZTEC provided design and construction support services oversight for a portion of the Alder Sewer line that required upgrades. Local funds were used for the design and construction of a portion of the Alder Sewer line that did not meet design standards. The design of this project addressed 675 lineal feet of 27" sewer main that had multiple issues, including negative slope in a previously jack-and-bored section of pipe and major surcharging in one of the City's manholes. In-house efforts for this projected included an initial and final Preliminary Design Report, Final PS&E documents, Phase I Environmental Site Assessment (ESA) subsurface utility engineering & utility coordination. AZTEC also assisted the City with construction support services which included construction oversight supervision, contractor pay applications, responding to RFI's and reviewing material submittals. The City added on construction support services for additional emergency sinkhole work based on AZTEC's performance with the Alder Sewer Repair Project.

Queen Creek Road and Sossaman Intersection Improvements; Queen Creek, AZ (Town of Queen Creek)

Roadway Engineer/Utilities Coordinator. Jack was responsible for all field inspections, material submittal reviews, RFI's and design changes for all of the off-site improvements. This project consisted of dewatering measures due to the shallow groundwater table, construction of a new collector roadway with curb, gutter, sidewalk, driveways and traffic calming measures, installation of ½ miles of waterline (including laterals for fire protection and domestic use, as well as vertical dips), installation of ½ miles of sewer line (including manholes and sewer services), installation of ¾ miles of storm drain (including catch basins, manholes, and laterals), and the installation of street lights along the corridor. Jack then administered all of the tests for the utilities (water, sewer, storm drain, street lights) to ensure acceptance with the requirements in the specifications and governing agency tests (APWA for water, Standard Specifications for Public Works Construction for sewer and storm drain, etc.).

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JASON SONG, PE, PHD

Civil Engineering - Roadway

EXPERIENCE

- Total Years: 28
- Years with AZTEC: 6

EDUCATION

- PhD, Civil Engineering, Purdue University
- MS, Transportation Engineering, Auburn University
- MS, Software Engineering, Auburn University
- BA, Transportation Engineering, Central-South Forestry University

LICENSES/ CERTIFICATIONS

- CA Professional Engineer #71849

WHY MIKE?

Jason is a civil engineer with 28 years of experience and project delivery skills developed over a wide variety of infrastructure projects. Experience includes project management, roadway and railroad geometric design, geotechnical and pavement analysis, traffic control design, grading, drainage, utilities, design review and permit applications. He also teaches as an Adjunct Professor in Transportation Engineering.

RELEVANT PAST PROJECTS

Road/Bridge and Traffic Engineering On-Call; Orange County, CA (OCPW)

Roadway Engineer. AZTEC is providing on-call road and bikeway engineering services to Orange County Public Works. Tasks under this on-call can include design related to roadways and bikeways, including geometrics, design speeds, safety, hydrology and hydraulic analysis, soil mechanics, and computer programs related to roadway designs. Typical tasks may include preparation of plans, specifications, and estimates (PS&E) for design of roadway and/or bikeway projects. AZTEC has delivered three tasks orders under this contract.

» **Curb Ramp Improvements at Orange Avenue and Gilbert Street Task Order**
Engineer of Record and Task Lead/Senior Engineer. AZTEC provided engineering services for curb ramp improvements at the intersection of Orange Avenue and Gilbert Street in Anaheim. This project satisfied the County's ongoing effort to upgrade the pedestrian paths to meet current Americans with Disabilities Act (ADA) standards. The work consisted of preparing PS&E plans to relocate a portion of a two-foot-tall cobblestone retaining wall and reconstruct the sidewalk with an estimated length of 20 feet and a curb ramp in compliance with the current ADA standards.

» **Santa Ana Bridge Rehabilitations Task Order**
Roadway Engineer. AZTEC, working with our subconsultant NCM, designed modifications to several roadway bridge crossings along a stretch of the Santa Ana River. These efforts included designing minor repair or replacement components to protect the bridges from scour and provide slope stability. Our team used as-built information and existing hydrogeological information to determine a soil strength profile and groundwater at the planned locations. A technical memorandum was prepared to accompany the calculations for approval by OCPW and the USACE. Based on the results and agency approval of the recommendations, PS&E documents were prepared based on the Caltrans BEES bid item list corresponding to the Caltrans standard specifications and Orange County design requirements.

I-15 Express Lanes Project DB; Corona, CA (Riverside County Transportation Commission)

Roadway Discipline Task Leader. AZTEC was the lead design firm on the I-15 between Cajalco Road and State Route 60 (SR-60) for RCTC, in partnership with Caltrans. This was a $275 million

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project adding two tolled express lanes in each direction on I-15 between Cajalco Road and SR-60, a distance of approximately 15 miles. The project continues RCTC's ongoing commitment to expand the express lanes network. AZTEC lead all technical aspects of the project, including the design for the tolling collection system infrastructure. AZTEC conducted and attended coordination meetings for stage construction efforts with contractor, RCTC, Caltrans, and other stakeholders.

US50 Multimodal Corridor Enhancement and Rehabilitation Project; Sacramento, CA (Caltrans)

Roadway Engineer. This project relieved congestion and enhanced this corridor by adding HOV lanes in both directions, 12 bridge widenings, significant utility relocations, stormwater treatment facilities. It rehabilitated the entire corridor with long-life pavement. AZTEC's design roles were Roadway and Signing & Marking. AZTEC lead the Roadway design for 3 of 5 segments. For Signing & Pavement Marking, AZTEC lead for the entire corridor. AZTEC strictly adhered to the project's technical specifications and provisions, along with the necessary Caltrans design standards.

Long Canyon Road Rehabilitation PS&E Project; Riverside County, CA (RCTD)

Roadway Engineer. This project was awarded under RCTD's Roadway/Highway Engineering On-Call contract. AZTEC is providing engineering services for the rehabilitation of approximately 1.37 miles of existing asphalt paved roadway on Long Canyon Road near the City of Desert Hot Springs in Riverside County. Roadway profile improvements near the intersection of Long Canyon and Dillon Road and improvements to a low water crossing were also developed by AZTEC for this project. AZTEC's 90% plans and engineer's estimate are currently in review with RCTD.

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MIKE AMLING

Environmental Documentation

EXPERIENCE

- Total Years: 30
- Years with AZTEC: 1

EDUCATION

- BS, Urban and Regional Planning, California State Polytechnic University, Pomona

WHY MIKE?

Michael (Mike) Amling's diverse background in the planning profession includes over 30 years of experience in environmental planning, policy planning, and urban design. His planning experience includes project management, environmental impact assessment, policy analysis, and site planning. He has managed and assisted many multidisciplinary environmental project teams for high profile and controversial projects throughout California. His experience in managing and preparing environmental documents for transportation and infrastructure projects ranges from preparing standalone technical studies, constraints and feasibility studies, and categorical exclusions (CEs) to environmental impact reports/environmental impact statements (EIRs/EISs). Mike has researched and written technical sections in environmental documents, general plans, specific plans, and urban design programs. His expertise in technical environmental issues runs the gamut from land use consistency and air quality, to noise, aesthetics, light and glare, and public services and utilities. Mike has managed several high profile and complex environmental planning projects providing him with a unique perspective on the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA), and how each can be utilized to define a better project and to strategically position a project for future and expedited implementation.

RELEVANT PAST PROJECTS

On-Call Environmental Services; Los Angeles, CA (LABOE)

Project Director and Project Manager, Task Order Manager, QA/QC, Peer Reviewer and Strategic Support. This project spans 25 years and includes contributions to more than 30 LABOE projects, 10 of which are task orders under the on-call environmental documentation and environmental specialty studies contract. Projects ranged from parks to roadway improvements and required close coordination with LABOE, Caltrans, and the City of Los Angeles. Michael has managed a multidisciplinary team to provide environmental services to LABOE on an on-call basis. The team is providing a variety of expertise, including but not limited to air quality analyses, noise studies, biological resource assessments, cultural resource studies, and environmental document preparation. Project assignments are issued as individual task orders.

Desert Area On-Call Environmental Generalist Services (Contracts 07A2269 and 07A2717); Caltrans District 7, CA (Caltrans District 7)

Project Manager and Project Director. Under this on-call contract, Michael conducted biological studies, cultural resources studies, community impact assessments, water quality studies, air quality studies, and construction monitoring for a variety of projects including the 60-mile long High Desert Corridor project, as well as bridge and roadway projects in remote and environmentally sensitive rural areas of Los Angeles County. Mike participated in the management of several task orders related to the High Desert Corridor Project, providing technical studies related to Socioeconomics, Air Quality, and Archaeological Services.

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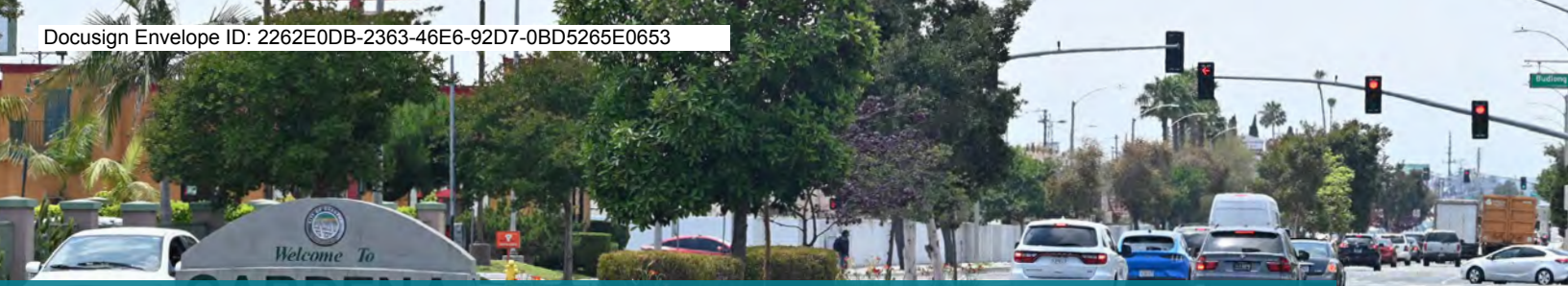

On-Call Environmental Consulting Services; Riverside County, CA (RCTD)

Principal-in-Charge. AZTEC is one of three consultants selected to support the Riverside County Transportation Department to provide environmental services on an on-call basis. Environmental work products may include the preparation of CEQA/NEPA documents, Categorical Exemptions/ Categorical Exclusions, Initial Study/Environmental Assessments, Preliminary Environmental Assessments (PES), Preliminary Environmental Analysis Report (PEAR), and/or Environmental Impact Reports/Environmental Impact Statements.

- **San Timoteo Canyon Road Traffic Signal Project**
  Principal-in-Charge. AZTEC led the environmental clearance and permitting to install a traffic signal at the intersection of San Timoteo Canyon Road and Redlands Boulevard in the Moreno Valley area.
- **De Portola Road Drainage**
  Principal-in-Charge. AZTEC offered California Environmental Quality Act (CEQA) Services task order for the County of Riverside Transportation Department's De Portola Road Drainage Project. This included conducting biological and aquatic resources technical studies, preparing permit applications, and submitting a Notice of Exemption (NOE). The technical studies focused on assessing potential environmental impacts associated with reconstructing the edge of De Portola Road between Shiraz Way and Pauba Road in the Rancho community of Riverside County. The project aimed to install a sedimentation channel to address flooding and drainage concerns.

G-Line BRT Improvements; Los Angeles, CA (LA Metro)

Project Manager. AZTEC is serving as Environmental Lead for overall project environmental construction and compliance monitoring and Design Lead for Stations/Grade Separations. AZTEC's environmental responsibilities include compliance and monitoring tasks include the review and input to design plans to ensure compliance as well as oversight, monitoring and verification of compliance of overall project mitigation measures related to cultural resources, stormwater, hazardous materials and management, air quality, dust control, noise, biological resources, and tree inventory tasks. Design services include leading the design of two grade separations and elevated stations, including coordination with the LRT track geometry (both horizontal and vertical alignments) in compliance with Metro Rail Design Criteria, identifying potential track structure and space provisions for future OCS poles, duct banks and walkways.

CEQA/NEPA Environmental Support and Compliance Services; Los Angeles, CA (LA Metro)

Project Manager and Project Director. Michael managed nearly 100 task orders for LA Metro environmental staff over the past 5 years ranging from technical studies, environmental documentation, and construction monitoring.

On-Call Environmental Document and Documentation Services (Contracts 06A1785 and 06A1787); Caltrans Central Region, CA (Caltrans Districts 5 and 10)

Project Manager and Project Director. Mike served as contract manager to provide on-call environmental services for District 5. Along with his former employer, Michael provided multidisciplinary environmental services, including field surveys, environmental technical studies, community outreach assistance, and environmental compliance monitoring services during construction. Seventeen task orders were issued under our current on-call contract with District 5. In addition, his previous firm provided on-site staff support for biology and permitting services.

SR-91 Improvement Project (SR-55 to SR-241) PEAR and ISA; Orange County, CA (OCTA)

Principal-in-Charge. The PEAR and a hazardous waste in support of a PSR for a widening project along SR-91 between SR-55 and SR-241. Working with OCTA, TCA, and Caltrans, Michale evaluated alternatives and identified the environmental issues related to the proposed alternative. The PEAR and ISA focus on the built environment since the areas adjacent to the existing Caltrans ROWs for SR-91 are mostly built out with urban land uses. This work has been conducted in compliance with current Caltrans District 12 standards.

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ROBERT MCMAHON, RLA

Landscape Architecture

EXPERIENCE

- Total Years: 37
- Years with AZTEC: 2

EDUCATION

- BS, Landscape Architecture, Environmental College of Science and Forestry at Syracuse, NY
- AAS, Ornamental Horticulture, Community College of Fingers Lakes Canandaigua, NY

LICENSES/ CERTIFICATIONS

- CA Professional Landscape Architect #03463

WHY ROBERT?

Robert, a licensed Landscape Architect, has 37 years of professional experience with a wide range of professional services related to public sector capital improvement projects, along with park and recreation design, site evaluation, landscape design, construction documents, cost analysis and budgeting, project management, field review of landscape construction and installation and landscape maintenance guidelines. He has a thorough understanding of Caltrans Standards and Procedures.

RELEVANT PAST PROJECTS

I-605/Valley Boulevard Interchange Improvements; Los Angeles County, CA (Caltrans District 7/LA Metro)

Landscape Architect. This is an Early Action Project (EAP) of the Project (CIP) which is located approximately two miles north of SR-60 and 0.8 mile south of Interstate I-10. Of all the SBE Set Aside projects, this is the most complex and challenging interchange project. Robert was responsible for preparing PS&E documents for new hardscaped areas, landscaping, and irrigation within the I-605/ Valley Boulevard Interchange. The PAED phase was recently completed, and the project is currently finalizing the 65% PS&E submittal.

Multi-Phase Project Specific Services PAED and PS&E for Arroyo Seco Bridge and Orange Grove Boulevard On-Ramp Overcrossing; Los Angeles, CA (Caltrans District 7)

Landscape Architect. This project consisted of bridge rehabilitation of Arroyo Seco Bridge at encompassing - bridge barrier upgrade to MASH compliant barriers, deck rehabilitation, addition of chain link fence and architectural enhancements to barrier as context sensitive solution to a historic bridge nearby. Robert was responsible for preparing the visual impact assessment developing architectural schematics that provided a context sensitive design to the historic Arroyo Seco Park. The visual impact assessment determined that the existing landscaping can be protected in place as a result of the proposed improvements. He was also responsible for the development of architectural PS&E documents. The approved barrier aesthetic relief treatment concept was incorporated into the final PS&E.

Multi-Phase Project Specific Services PAED and PS&E for Fifth Street and Sixth Street Overcrossings at SR-110 Bridge Rehabilitation; Los Angeles, CA (Caltrans District 7)

Landscape Architect. This project consisted of bridge rehabilitation of the bridge barrier upgrade to MASH compliant barriers, deck rehabilitation, addition of chain link fence, providing new/ repairing existing sidewalks and ADA ramps for enhancing pedestrian safety and circulation, retaining wall modifications, decorative light poles, bridge mounted sign replacement, and innovative construction staging to minimize impacts. Robert was responsible for preparing the visual impact assessment during the PAED phase. The assessment determined that the bridge improvements did not require any landscape replacement and did not require any architectural enhancements.

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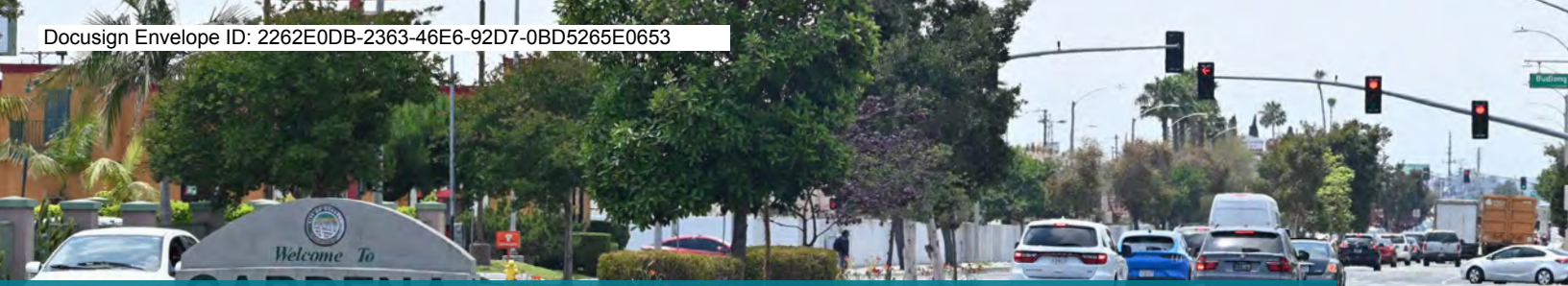

Santa Margarita Parkway Bridge Hinge Repair Project; Rancho Santa Margarita, CA (City of Rancho Santa Margarita/Caltrans District 12)

Landscape Architect. Robert was responsible for development of construction documents consisting of planting and irrigation plans specification and estimate to replace a street center landscape median on Rancho Santa Margarita Parkway that was removed and replaced to accommodate construction staging. The project involves reconstruction of a critical hinge located near the west end of the bridge, and performing various general preventative maintenance repairs consistent with Caltrans approved Bridge Preventative Maintenance Program (BPMP) and Caltrans Structures Maintenance & Investigations (SM&I) bridge inspection recommendations. BPMP improvements include mitigation of relative differential settlement at a critical hinge, replacement of deteriorated bridge deck joint seals, methacrylate deck treatment to address deck cracking, polyester concrete overlay to address deck spalling, and reconstruction of sidewalk joint armor and spall repair. Construction was recently completed in August 2021.

Union Station-Patsaouras Plaza Busway Improvements Design-Build; Los Angeles, CA (Caltrans District 7/LA Metro)

Landscape Architect. Robert was responsible for development of architectural treatment details on the new bridge widening consisting of a recessed textured rib along with standard Caltrans details of chain-link fencing and cobble stone rock blanket treatments. This $51M project recently won ENR 2021 Southern California Best Regional Transit/Airport Award. This Los Angeles County Metropolitan Transportation Authority Design-Build project consisted of preparing final design package for a) widening of the existing Caltrans Los Angeles River Busway Bridge and Overhead; b) relocation of the Busway patron boarding island, new vertical and horizontal pedestrian circulation elements (pedestrian ramp); and c) walkway, pedestrian overcrossing, elevators, and stairs along the El Monte Busway connecting to the south end of Patsaouras Plaza.

Los Alamitos Boulevard Streetscape; Los Alamitos, CA (City of Los Alamitos)

Landscape Architect. Robert was responsible for the development of landscape construction documents consisting of planting, irrigation, hardscape paving and signage monuments with related details for a 2-mile long streetscape project.

City Wide Street Tree Master Plan; Seal Beach, CA (City of Seal Beach)

Landscape Architect. Robert was responsible for incorporating the City approved street tree planting recommendations; developing a comprehensive City Wide Street Tree Master Plan along with Landscape Design Guidelines and maintenance specifications for the City of Seal Beach's forestry.

City Town Center, Phase 1; Santa Fe Springs, CA (City of Santa Fe Springs)

Landscape Architect. Robert was responsible for the conceptual design and construction documents for new hardscape, lighting, irrigation, and planting for the City's Town Center Parking Lot Project.

Lost Canyon Bike Park; Simi Valley, CA (City of Simi Valley)

Landscape Architect. Robert was responsible for the development of a conceptual master plan and construction documentation phase services of the improvements and site amenities for the Rancho Simi Recreation and Park District, County of Ventura and City of Simi Valley. The Park amenities include: a lighted BMX bike race track, office/concession building, children's play area, a dog park and parking lot.

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GEORGE ENRIQUEZ

Project Manager

EXPERIENCE

- Total Years: 18
- Years with AZTEC: 18

EDUCATION

- On the Job Training

LICENSES/ CERTIFICATIONS

- CalOSHA 8-hour Defensive Driver

WHY GEORGE?

George Enriquez has 18 years of experience in the Subsurface Utility Engineering (SUE) field and is AZTEC's SUE Group Manager for California. His expertise is in utility designation and task oversight and delivery while ensuring quality submittals. This includes data collection from utility owners, project planning, and support for survey and CAD departments. George routinely coordinates with clients, schedules task execution, and manages multiple work orders. He has led several projects working with California clients including on-call contracts with Caltrans District 7, Caltrans District 12, and the Eastern Municipal Water District.

RELEVANT PAST PROJECTS

Narbonne Avenue Main Water Replacement Project; Lomita, CA (City of Lomita)

SUE Project Manager. As a subconsultant, AZTEC preformed 12 potholes to expose the existing utilities to determine size, material of the utility, depth, and exact location. AZTEC coordinated obtaining the necessary permits for Caltrans, the City of Lomita, and City of Rolling Hills Estates to perform the pothole investigation. AZTEC provided designating personnel to assist in laying out pothole locations. This project required close cooperation and coordination with the client to keep the project on time and within the projected budget.

I-5 Widening Project Yale Street to Route 55; Orange County, CA (Orange County Transportation Authority)

SUE Project Manager. George was responsible for overseeing SUE services (potholing and designating) for Orange County Transportation Authority's I-5 Widening Project Yale Avenue to State Route 55 project. AZTEC has performed over 50 potholes to expose existing utilities to determine size, material of utility, depth and actual location. In addition, AZTEC assisted in the laying out of all potholes to maximize efficiency of work while facilitating an operation that was completed on time and within budget.

Roadway Design On-Call; Orange County, CA (Caltrans District 12)

SUE Project Manager. George was responsible for overseeing the SUE services (potholing and designating) for this On- Call. AZTEC performed over 120 potholes to expose existing utilities to determine size, material of utility, depth, and actual location for Caltrans ADA curb ramp improvements, pavement rehabilitation, drainage and guard rail improvements. In addition, AZTEC assisted in the laying out of all potholes to maximize efficiency of work while facilitating an operation that was completed on time and within budget. 2020 – 2022.

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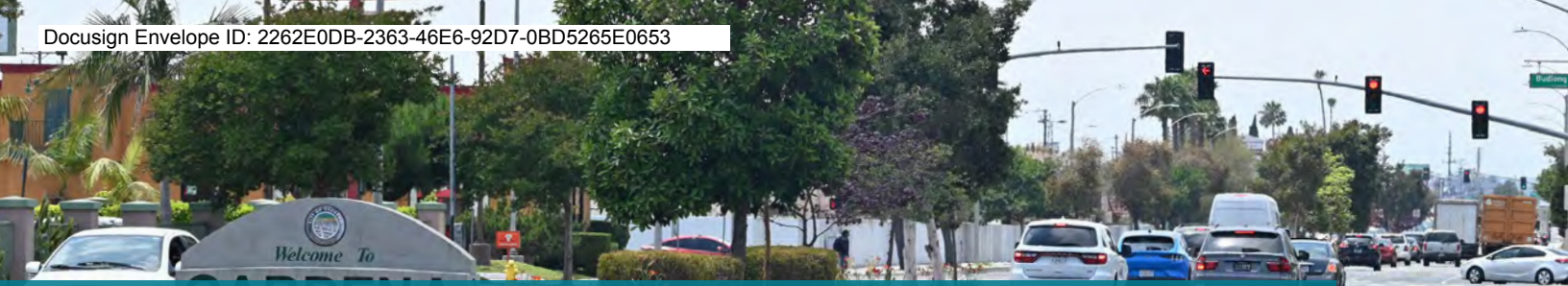

GEORGE ENRIQUEZ | PAGE 2

On-Call Roadway Design and Related Project Development and Construction Support Services; Los Angeles County, CA (Caltrans District 7)

Project Manager. AZTEC has provided potholing on nine of the sixteen task orders requested in support of roadway design and related project development and construction services, hydraulic engineering services, landscape architectural services, and visual impact analysis services. AZTEC has assisted with laying out all the pothole locations to ensure accuracy and that all required utilities were captured to the specified needs of the task order. This ensured that the projects were completed on time and with minimal dryholes to keep the project within budget.

As-Needed Potholing and Design Services; Riverside and San Bernardino Counties, CA (Eastern Municipal Water District)

Project Manager. George was responsible for overseeing the SUE services (potholing and designating) for this On-Call. AZTEC has performed 85 potholes on 8 task orders to expose existing utilities to determine size, material of utility, depth, and actual location. In addition, AZTEC assisted in the laying out of all potholes as well as utility designating to maximize efficiency of work while facilitating an operation that was completed on time and within budget.

I-15 Express Lanes Design-Build - SUE Services; Riverside, CA (RCTC)

SUE Lead. The clients invested approximately $455 million to improve I-15 with two tolled express lanes in each direction on I-15 between Cajalco Road and SR-60, approximately 15 miles. George was in charge of and oversaw all SUE work for this project.

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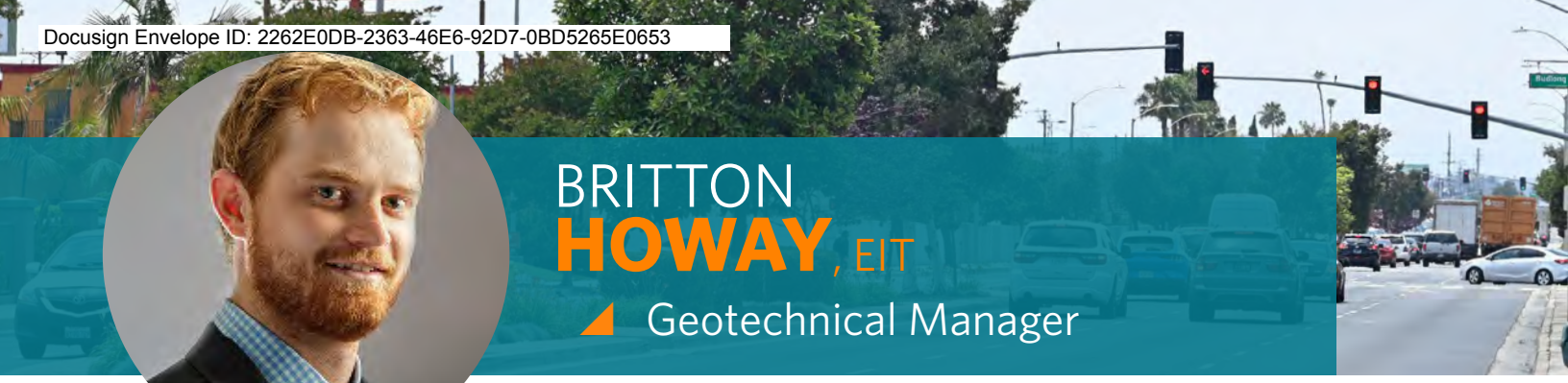

BRITTON HOWAY, EIT

Geotechnical Manager

EXPERIENCE

- Total Years: 7
- Years with Diaz Yourman: 6

EDUCATION

- MS, Geotechnical Engineering, California State Polytechnic University
- BS, Civil Engineering, California State Polytechnic University

LICENSES/ CERTIFICATIONS

- Engineer in Training #1870584
- OSHA Health & Safety Training
- 40-Hour Hazwoper Certification, plus Annual 8-Hour Refreshers

WHY BRITTON?

Britton has more than 7 years of geotechnical engineering experience, including street improvements, bike and pedestrian trails, pavements, and rail and transit projects for local Cities and regional agencies in Southern California. He is proficient with data review, field investigations, soil logging and sampling using Standard Penetration Test and Modified California Sampler from exploratory boreholes and excavation pits, local geology/groundwater investigations, and site map/vicinity map preparation. Britton has also conducted percolation tests, performed foundation/footing embedment depth investigations, and performed environmental Phase II hazardous materials soils sampling. He is proficient in utilizing advanced techniques and materials to meet local, state, and federal standards, ensuring high-quality and reliable infrastructure solutions. Britton has been promoted twice and routinely assists with project management, proposal preparation, engineering analyses, geotechnical recommendations, and report preparation.

RELEVANT PAST PROJECTS

Aviation Boulevard Missing Sidewalk Project; Manhattan Beach, CA (City of Manhattan Beach)

Geotechnical Manager. Project was to construct an approximately 600-foot-long section of sidewalk along Aviation Boulevard between 33rd Street and West Rosecrans Avenue; install a new commercial driveway; install six American with Disabilities Act (ADA)-compliant curb ramps; construct a new retaining wall; relocate existing fencing, irrigation lines, signage, utility pole guywires, utility boxes and valve covers; remove and replace curbs and gutters; construct a sidewalk culvert; and remove miscellaneous appurtenances and landscaping. Geotechnical considerations were primarily collapsible sandy loam material and potential of expansive and contaminated soils along the proposed sidewalk location. Diaz Yourman provided geotechnical engineering services, including a subsurface investigation, laboratory testing, engineering analyses, and a report with recommendations. Britton provided project direction, attended project meetings, reviewed existing data, coordinated the field investigation program, assigned laboratory testing, performed engineering analyses, and prepared the report with recommendations.

Kingsdale Avenue Resurfacing; Redondo Beach, CA (City of Redondo Beach)

Geotechnical Manager. Project was for roadway rehabilitation, including roadway resurfacing, intersections, signing and striping, pedestrian crossing enhancements, and a Class III bicycle route. Diaz Yourman performed a geotechnical investigation, including soil borings, laboratory testing, engineering analyses, and prepared a report with geotechnical recommendations. Britton managed the project, performing the subsurface investigation, engineering and pavement analyses, and prepared the geotechnical report. This project was delivered from an on-call contract with the City of Redondo Beach.

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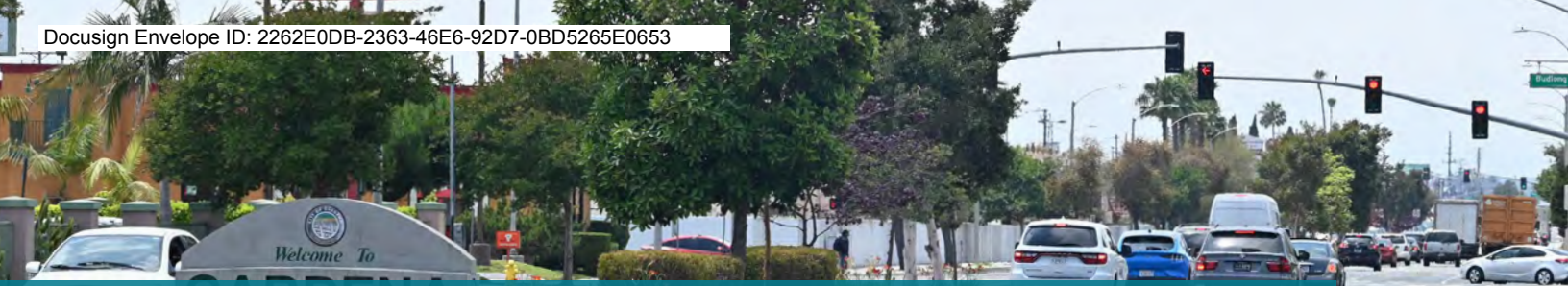

Harvard and Michelson Intersection PS&E; Irvine, CA (City of Irvine)

Geotechnical Manager. Project was for the widening of Harvard Avenue to the west and improving the intersection of Harvard Avenue and Michelson Drive, which includes widening the overcrossing approach embankment, a turn lane addition and removal, sidewalk widening, adding a shared-use bicycle and pedestrian path, and pavement and concrete flatwork. Diaz Yourman performed a geotechnical investigation, laboratory testing, and engineering analyses; and prepared a report with recommendations regarding subsurface conditions, geologic and seismic hazards, earthwork/grading, embankment stability, new pavement structural sections, concrete flatwork, utility trenches, and soil corrosion potential. Britton coordinated the required permit, performed the field investigation, and engineering analyses, and prepared the geotechnical report. This project was delivered from an on-call contract with the City of Irvine.

Temescal Canyon Road Widening, El Cerrito Segment; Riverside, CA (RCTD)

Geotechnical Manager. Project was for widening of Temescal Canyon Road/Ontario Avenue from an existing two-lane facility to a four-lane facility generally located between Envoy Avenue and Cajalco Road. The road widening segments are approximately 0.8 mile in length. Project elements included pavement reconstruction and widening, intersection reconfigurations, curb and gutter, grading, slopes, retaining walls, drainage facilities, fence/wall/gate relocations/replacements, traffic signal modification, pavement markings, signage, street light installation, and utility preservation and relocations. Diaz Yourman performed an environmental Initial Site Assessment (ISA) and geotechnical investigation, including reports and recommendations. Britton provided project direction, attended project meetings, obtained permitting, directed the field investigation, performed engineering analyses, and prepared the report. He also assisted with the ISA. This project was delivered from an on-call contract with RCTD.

Shoreline Drive Realignment; Long Beach, CA (City of Long Beach)

Geotechnical Project Engineer for final design of Shoreline Drive Realignment Project, which will minimize the construction footprint of the future Shoemaker Bridge construction. The project includes realigning Shoreline Drive; reconstructing Broadway and converting it to a two-way street from Shoreline to Magnolia; converting Third Street to a two-way street from Golden Avenue to Magnolia, decoupling 6th Street and 7th Street from Daisy to Atlantic; constructing a new bicycle/pedestrian path, relocating a pump station, and providing a new conveyance line. Diaz Yourman provided geotechnical engineering services, including data review, a subsurface investigation, laboratory testing, and a geotechnical report with recommendations. Britton's responsibilities included data review and coordination for the field investigation, conducting the subsurface exploration, performing engineering analyses, and providing input and recommendations to the report.

Lakewood Boulevard at Florence Intersection Improvements; Downey, CA (City of Downey)

Geotechnical Staff Engineer. Project was for the proposed improvements at the intersection of Lakewood Boulevard and Florence Avenue to reduce traffic congestion and improve traffic circulation and mobility within I-605 Freeway Corridor, which will minimize congestion along the Lakewood Boulevard and Florence Avenue Corridors. The project proposes to add dual left-turn lanes on both approaches to Lakewood Avenue and a dedicated right-turn lane on westbound Florence Avenue. It includes reconstructing the pavement to concrete pavement, redesigning the signing and striping, and modifying the traffic signals and storm drain system. Diaz Yourman performed a geotechnical investigation, including field exploration, laboratory testing, and engineering analyses; and developed conclusions and provided recommendations regarding new rigid pavement sections and grading operations. Britton coordinated and performed the field exploration and the subsequent analysis and reporting. This project was delivered from an on-call contract with the City of Downey.

Regional Bikeway Project; Pico Rivera, CA (City of Pico Rivera)

Geotechnical Staff Engineer. Project was for the PA/ED and PS&E for the Regional Bikeway Project, planned for Mines Avenue and Dunlap Crossing Road. In addition to bike lanes, the entire street will be subject to reconstruction and bioswales, and reconfiguration of parking lanes are also proposed. A site-specific geotechnical investigation was performed along Mines Avenue and a geotechnical report prepared to provide recommendations for pavement sections, grading, corrosion potential, and input for best management practices (BMPs). Britton performed a field investigation for the soil borings and percolation testing for the pavement section. He performed engineering analysis for pavement design and assisted in writing the geotechnical report.

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CHRISTOPHER M. DIAZ, PE, GE

Geotechnical Manager

EXPERIENCE

- Total Years: 38
- Years with Diaz Yourman: 30

EDUCATION

- MCE, Civil Engineering, Texas A&M
- BS, Civil Engineering, Texas A&M

LICENSES/ CERTIFICATIONS

- CA Geotechnical Engineer #2992
- CA Professional Engineer #C56514
- OSHA Health & Safety Training
- 40-Hour Hazwoper Certification, plus Annual 8-Hour Refreshers

WHY CHRISTOPHER?

Christopher serves as Principal and QA/QC Reviewer on many of Diaz▪Yourman & Associates' (Diaz Yourman) infrastructure projects, with particular expertise in ground improvement for foundations, including stone columns, grouting, and deep dynamic compaction; and construction, including roadways; bridge foundations, CIDH and driven piles, concrete piles, steel piles, sheet piles, retaining walls, MSE walls, and large excavations and fills. He is knowledgeable in all areas of geotechnical engineering and has worked on large and small projects in the greater Los Angeles area for more than 25 years. He has extensive experience in a variety of sectors, including all modes of transportation, airports, ports and harbors, water resources and treatment, and construction for projects including street improvements, repair, and rehabilitation; storm drain and sewer upgrades, modifications, and repairs; pavements; highway/freeway widenings and enhancements; bike and pedestrian paths; and rail and transit facilities

Christopher worked with AZTEC as the Geotechnical Principal on the I-15 Express Lanes Design/Build project, and he has worked with local Cities and Caltrans in Los Angeles County and Orange County, as well as regional agencies such as Metro and OCTA.

RELEVANT PAST PROJECTS

Pavement Rehabilitation; Norwalk, CA (City of Norwalk)

Geotechnical Principal. Project is for pavement analysis and design services to develop pavement recommendations for "poor" and "very poor" pavements in Zones 2, 9, and 29 in the City of Norwalk. Diaz Yourman is performing geotechnical corings and borings to evaluate the best method of rehabilitation at each location. Laboratory testing, engineering analyses, and a geotechnical design memorandum will be prepared with recommendations regarding earthwork/ grading and corrosion potential and new HMA, RHMA, and PCC pavement thickness, as well as pavement thickness deficiencies for overlay options. For roadway improvement with overlay construction, the pavement recommendations will be made based on estimated pavement thickness deficiencies. Christopher is providing project oversight and QA/QC review of the recommendations. This project is ongoing and should be completed by July 2024.

Rail to Rail Active Transportation Corridor; Los Angeles, CA (LA Metro)

Geotechnical Principal. Project was for the proposed Advanced Design Phase 2 for a Class I bicycle path and associated landscaping, which spans approximately 5 miles in a general east-west direction and is located within Metro right-of-way. Diaz Yourman prepared a preliminary geotechnical report; the scope of services included conducting 34 percolation tests so that the design team could check whether low-impact development stormwater infiltration would be feasible at the project site. Diaz Yourman also collected soil samples to perform agronomy testing to check whether the existing soils are suitable for plant growth. The design team then requested that Diaz Yourman collect additional soil samples, perform laboratory testing and engineering analyses to re-evaluate the flexible pavement thickness for the bike path, and provide geotechnical recommendations for design of the proposed retaining walls. Diaz Yourman developed an optimal design for flexible pavement thickness, which if implemented would reduce project construction cost. Christopher provided project oversight and QA/QC review of the report and recommendations.

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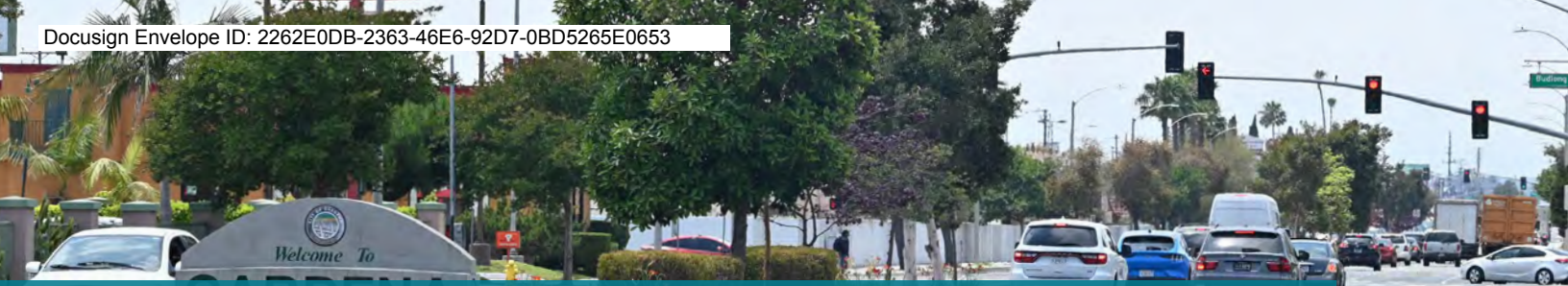

Shoreline Drive Realignment; Long Beach, CA (City of Long Beach)

QA/QC Reviewer. Project was for final design of Shoreline Drive Realignment Project, which will minimize the construction footprint of the future Shoemaker Bridge construction. The project includes realigning Shoreline Drive; reconstructing Broadway and converting it to a two-way street from Shoreline to Magnolia; converting Third Street to a two-way street from Golden Avenue to Magnolia, decoupling 6th Street and 7th Street from Daisy to Atlantic; constructing a new bicycle/pedestrian path, relocating a pump station, and providing a new conveyance line. Diaz Yourman provided geotechnical engineering services, including data review, a subsurface investigation, laboratory testing, and a geotechnical report with recommendations. Christopher provided QA/QC review of the geotechnical report.

Harvard and Michelson Intersection PS&E; Irvine, CA (City of Irvine)

QA/QC Reviewer. Project was for the widening of Harvard Avenue to the west and improving the intersection of Harvard Avenue and Michelson Drive, which includes widening the overcrossing approach embankment, a turn lane addition and removal, sidewalk widening, adding a shared-use bicycle and pedestrian path, and pavement and concrete flatwork. Diaz Yourman performed a geotechnical investigation, laboratory testing, and engineering analyses; and prepared a report with recommendations regarding subsurface conditions, geologic and seismic hazards, earthwork/grading, embankment stability, new pavement structural sections, concrete flatwork, utility trenches, and soil corrosion potential. Christopher provided QA/QC review of the geotechnical report. This project was delivered from an on-call contract with the City of Irvine.

Park to Playa Bridge; Baldwin Hills, CA (LACDPW)

Geotechnical Principal. Project was for a 440-foot bridge crossing La Cienega Boulevard that permits pedestrians and cyclists to cross between the Baldwin Hills Scenic Overlook and Kenneth Hahn State Park. The project included landscaping and doubles as a wildlife corridor for small animals. This is the final connection of the 13-mile Park to Playa Trail. Diaz Yourman provided geotechnical engineering services, which included reviewing available data, performing a geotechnical subsurface investigation, conducting laboratory testing, performing engineering analyses to develop conclusions and recommendations, and preparing a foundation report for the bridge. Christopher provided project oversight and QA/QC review of the report.

Citywide Residential Resurfacing Project - E Frontage Road Pavement Rehabilitation; South Gate, CA (City of South Gate)

QA/QC Reviewer. Project was to improve pavement conditions along Southern Avenue and East Frontage Road, from Garfield Avenue to Miller Way in the City of South Gate. Diaz Yourman performed a geotechnical investigation, consisting of coring the existing pavements and hand augering the base materials and subsurface soils; performing geotechnical laboratory testing on selected soil samples; and performing engineering analyses to develop conclusions and recommendations regarding mill & overlay options, cement stabilized pulverized base (CSPB), new flexible and rigid pavements sections, and grading pertaining to pavement construction. Christopher performed QA/QC review of the geotechnical memorandum.

LAX Design-Build Intermodal Transportation Facilities Auxiliary Curbs Project; Los Angeles, CA (LAWA)

QA/QC Reviewer. Project consisted primarily of installing auxiliary curbs at Intermodal Transportation Facility (ITF) West and ITF East to improve Transportation Network Company (TNC), hotel shuttle, taxi, passenger vehicle, and commercial vehicle operations and to reduce airport related congestion in the Central Termina Area (CTA) and on public streets. Project improvements for which geotechnical input were provided consisted of new asphalt concrete (AC) pavements and associated Portland cement concrete (PCC) curbs and gutters; protective canopies, light poles, low (i.e., non-overhead) wayfinding signs, and IT gantry structures; miscellaneous site walls; underground utilities; and low impact development (LID) storm water containment systems that will likely consist of drywells. Diaz Yourman's scope of services consisted of reviewing geotechnical data previously collected at the site; performing field and laboratory testing to collect supplemental geotechnical data, including field percolation testing; performing engineering analyses; and preparing three geotechnical reports with conclusions and recommendations regarding seismic/geological hazards, earthwork/grading (including mechanical and chemical stabilization of pavement subgrade soils), temporary shoring, shallow and deep foundation design, infiltration potential, and pavement section thickness design.

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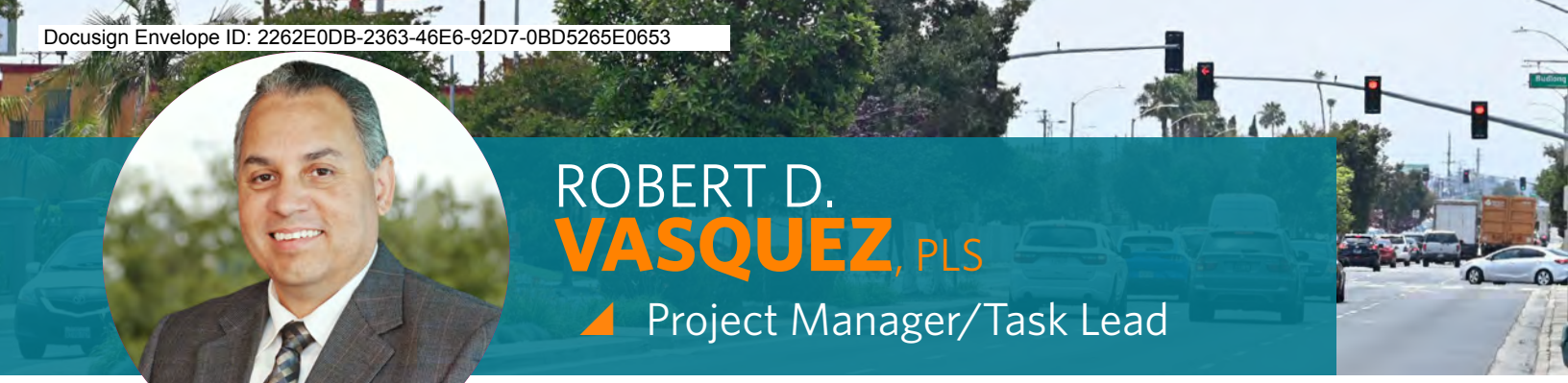

ROBERT D. VASQUEZ, PLS

Project Manager/Task Lead

EXPERIENCE

- Total Years: 38
- Years with CL Survey: 1

EDUCATION

- Project and Business Management Coursework, University of California, Riverside
- Management Leadership Academy, National University

LICENSES/ CERTIFICATIONS

- CA Licensed Land Surveyor #7300

WHY ROBERT?

Robert Vasquez (Bob's) background is well-versed in all types of field and office survey functions. He has experience and knowledge in various rail, airport, highway, land development, flood control, water, and some unique projects. His project management experience includes managing and negotiating various size contract/task orders, public and private clients, using various standards and requirements. Bob is knowledgeable in the preparation of subdivision maps, survey maps, jurisdictional boundary changes, legal description documents and exhibits, right-of-way engineering, construction surveying, QC surveying, 3D laser scanning, topographic field, and boundary survey mapping.

During the past 16 years, Bob has served as a survey project manager on several project specific and on-call contracts for CA Department of Water Resources, Caltrans, County of Orange, County of San Bernardino, City of Fontana, City of Los Angeles, County of Los Angeles, Community College districts, BNSF and UPRR, to name a few.

RELEVANT PAST PROJECTS

On-Call Civil Design Services; Los Angeles, CA (City of Los Angeles)

Survey Project Manager. The survey team provided design surveys on task orders issued by city staff. These Task Orders were large and were located throughout the greater LA area. The surveys were needed to support the design on street improvements for ADA requirements, widening, traffic flow, bike lane improvements and sidewalk/curb improvements. The size of task orders ranged from small 500-foot hillside streets to larger communities such as Elden Elms area of Los Angeles where the area covered many streets and blocks. Field Crews provided survey control, topographic surveys, drainage and pavement surveys. Parcel and Right of Way base maps were also prepared. Final deliverables consisted of multiple sheet topographic mapping.

Cesar Chavez Roundabout Right-of-way Mapping; Los Angeles, CA (City of Los Angeles)

Survey Project Manager. As a subconsultant to a design firm, Bob's survey team provided right-of-way mapping services for the Cesar Chavez Roundabout project for the City of Los Angeles. Survey tasks included verification of centerlines and right-of-ways provided by the City for streets and the adjacent owners affected by the roundabout design and monument perpetuation. The final deliverable was created in AutoCAD and provided to the City for use in the acquisition process. Bob served as survey project manager for this effort.

West Valley Connector; San Bernardino County, CA (SBCTA)

Survey Project Manager. The West Valley Connector Project is a 25-mile-long bus rapid transit (BRT) project that proposes limited stops, providing speed and quality improvements to the public transit system within the corridor. Working as a subconsultant to a design firm, Bob's team provided topographic mapping and surveying and land surveying services in support of the widenings and improvements along the corridor.

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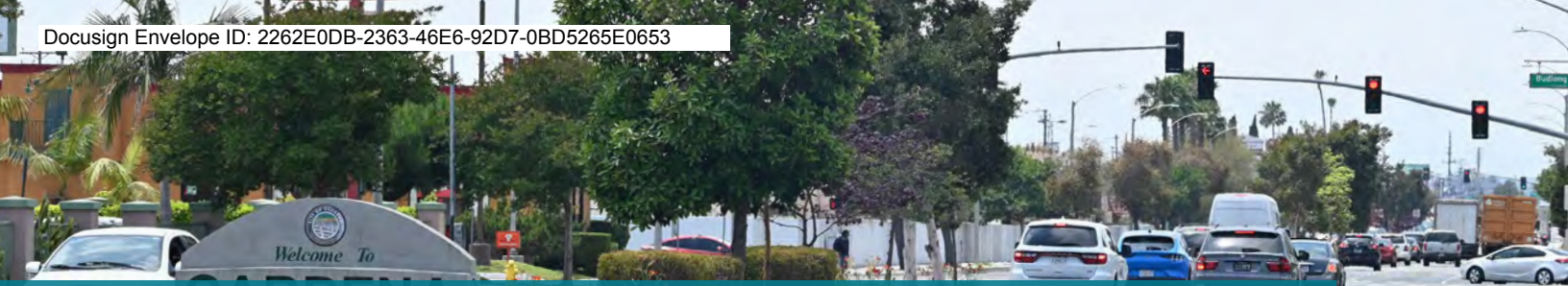

3rd Street Widening; San Bernardino, CA (Inland Valley Development Agency)

Survey Project Manager. Working as a subconsultant to a design firm, Bob's team provided topographic base mapping, right-of-way plans, utility mapping, legal descriptions, plats, and construction staking for the pavement reconstruction and street widening/improvement of approximately one mile of 3rd Street between Victoria Avenue and Palm Avenue. Project improvements included curb and gutter, sidewalk, street lighting, and storm drain improvements.

Highland/Redlands Regional Connector; Highland, CA (City of Highland)

Survey Project Manager. As a subconsultant to a design firm, Bob's team provided surveying and mapping support services for this project which involved a non-motorized transportation route along 4.7 contiguous miles of street and easements in the city of Highland and Redlands. The team was tasked to provide aerial control (horizontal and vertical) to establish the aerial mapping. Supplemental topographic field surveys were performed to collect cross section information and clearances along the planned bike route and at bridges crossing the Santa Ana River.

La Quinta Village Complete Streets CM Surveys; La Quinta, CA (City of La Quinta)

Survey Project Manager. On behalf of the City of La Quinta, Bob's team worked as a subconsultant to a construction management firm to provide construction surveying services. The city received Active Transportation Program funding to reimagine the transportation network around La Quinta Village. Bob's survey team established control stakes for basic line and grade construction and provided construction staking. Staff also tied into the existing monuments of records and replaced any disturbed monuments. The survey team also prepared and filed corner record documents with Riverside County Surveyor's office. The surveys were performed in accordance with Caltrans Survey Manual.

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DAN CALVILLO, PLS

Field Task Lead/Project Surveyor

EXPERIENCE

- Total Years: 25
- Years with CL Survey: 17

EDUCATION

- Engineering Technology - Construction, California State Polytechnic University, Pomona

LICENSES/ CERTIFICATIONS

- CA Licensed Land Surveyor #8294

WHY DAN?

Dan Calvillo is one of two founding owners of CL Surveying and Mapping (founded in 2007) and has over 25 years of experience in the Land Surveying Industry. As the Director of Field Operations of CL Surveying and Mapping, he manages a talented staff of professionals on projects of varying magnitude and complexity, ranging from Major Transportation Improvements, Street Improvements, Bridge Widening Projects, Grade Separations, etc. In addition, Dan has extensive knowledge of field surveying related applications. He brings a high degree of technical expertise to field operations and is a key role in structuring field procedures that have resulted in completing projects in a timely and cost-efficient manner.

RELEVANT PAST PROJECTS

Caltrans Districts 5, 6, 7, & 8 On-Call Surveying Services; Los Angeles, Santa Cruz, Riverside and San Bernardino Counties, CA (Caltrans)

Task Leader/Project Surveyor. CL Surveying and Mapping served on multiple survey teams providing a wide range of Design and Construction Survey support services directly through Caltrans. Design Survey services included topographic surveys to assist in the design of future Caltrans construction projects. Construction Survey services consisting of construction staking for a variety of Caltrans construction projects. During the extent of this contract, CL Surveying and Mapping performed work on the following Contracts: 08A2427, 08A3230, 07A4679, 06A2641, and 07A5357.

Sixth Street Viaduct Project; Los Angeles, CA (City of Los Angeles)

Survey Manager/Project Surveyor. The Sixth Street Viaduct Project is the largest bridge project in the history of Los Angeles, with a construction cost of $588 Million. The City of Los Angeles' Sixth Street Viaduct Replacement Project is the replacement of the original bridge structure with a new viaduct that will provide exceptional pedestrian and bicycle access, safer traffic and goods movement, and 12 acres of open and recreational space, including an arts plaza and public art. The length of the viaduct from Mateo Street to just east of the 101 freeway is approximately 3500 feet long and 100 feet wide. The viaduct will span 18 railroad tracks operated by 5 different railroad agencies. CL Survey has been contracted with the General Contractor to perform construction staking on the project. The construction staking includes, pile layout, falsework layout, arch span layout, pre and post construction as-builts, quality control surveys, etc.

Pine Avenue Extension to State Route 71 – Ramp Widening Design Services; Chino, CA

Project Manager. CL Survey teamed up with EXP on this project. We performed the Aerial Target Layout and the field topographic survey of the design along Pine Avenue from State Route 71 (SR-

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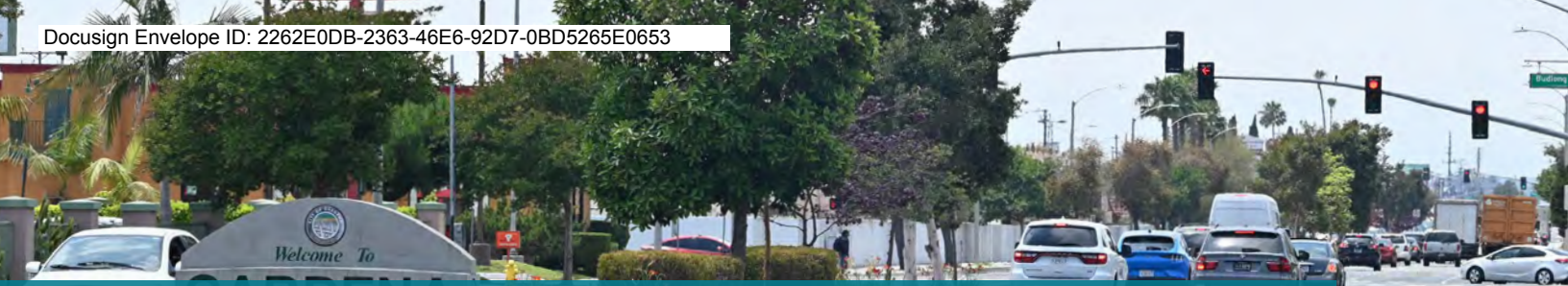

71) eastward to El Prado Road. This was an urban four-lane arterial and to widen Pine Avenue to a four-lane arterial from El Prado Road to Euclid Avenue (SR-83) in the Cities of Chino and Chino Hills.

Beaumont Police Station; Beaumont, CA (City of Beaumont)

Project Manager. CL Survey prepared an ALTA Survey for the City of Beaumont to assist in the development of a new police station. As part of this ALTA, we performed a ground conventional topo of the exterior streets, Aerial Topography of the entire site and filed a Record of Survey on the property.

Green Tree Boulevard Extension; Victorville, CA (City of Victorville)

Project Manager. CL Survey teamed up with Skanska on this project. The Green Tree Extension will connect Hesperia Road with Ridgecrest Road. The project will include a BNSF Overhead bridge with grading, paving, storm drain, and retaining walls. CL Survey is providing the construction staking on this project, supplying staking for bridges, new roadway, underground utilities, walls, and ADA Ramps with Caltrans Pre/Post Construction Surveys

Campus Avenue At-Grade Railway Crossing Safety Improvements; Ontario, CA (City of Ontario)

Project Manager. CL Survey performed Surveying Services in support of Mark Thomas to provide PS&E for this traffic safety improvement project. Dan served as Survey Project Manager responsible for combining mobile scan data, conventional topography, and aerial topography to provide a composite design survey to support the engineering team. In conjunction with the design survey. Dan provided comprehensive right of way mapping and will be performing Legal Descriptions and Exhibits for future right of way acquisitions.

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JONIS C. SMITH, PE, CFM, QSD/P, ENV SP

Drainage

EXPERIENCE

- Total Years: 28
- Years with JS & TM: 2

EDUCATION

- MS, Civil Engineering - Construction Management, California State University, Long Beach
- BS, Civil Engineering, California State University, Long Beach

LICENSES/ CERTIFICATIONS

- CA Professional Engineer #58654
- Certified Floodplain Manager #US-14-07485
- Qualified SWPPP Developer #27390
- Qualified SWPPP Practitioner #27390
- Envision Sustainability Professional #49408

WHY JONIS?

Jonis Smith is a seasoned professional Civil Engineer with over 28 years' experience in Stormwater Engineering. Jonis learned the highly technical and very nuanced practices of Flood Control Engineering and Stormwater Engineering. He developed passion for Stormwater Engineering and a great appreciation for the often unnoticed yet invaluable contribution that Stormwater Engineers make to society. Throughout history and throughout the world floods have destroyed communities, economies, countless lives, and businesses. The practice of Stormwater Engineering to control flooding and protect stability in our communities is a very noble cause. Jonis has in-depth understanding of the behavior of stormwater and is able to weave his understanding of the interconnectedness of hydrology and hydraulics into his approach to stormwater engineering and design. An in-depth understanding of stormwater provides Jonis with the ability to develop effective/practical/simple solutions to complex stormwater problems. Jonis has provided numerous stormwater facility evaluations, designed many miles of storm drain, culverts, and channels. He has extensive experience with hydrologic and hydraulic modeling. He has designed numerous BMPs and prepared many WQMPs and SWPPPS to help clients achieve compliance with NPDES storm water quality regulations. He has successfully processed over 30 FEMA applications (CLOMR, LOMR, PMR, etc.) and consults clients and engineers FEMA processing and effective floodplain management techniques. Jonis specializes Stormwater Engineering and Design the preparation of construction plans for stormwater and flood control facilities.

RELEVANT PAST PROJECTS

Dunlap Road Bridge Replacement Project; San Bernardino County, CA (City of Yucaipa)

Project Manager. Jonis led a design team to develop a plan to remove and replace the existing Dunlap Blvd Bridge at Wilson Creek Channel with a new prefabricated steel bridge structure while avoiding impacts to Waters of the US and Dept of the Army 404 Permit. The goal of the project is to increase conveyance capacity of Wilson Creek at the bridge crossing and reduce flooding associated with 100-year and greater storm events. This project is located along Wilson creek between 14th street and the I-10 freeway, just southeast of Dunlap Boulevard and 14th Street intersection. The existing bridge opening is a triple 12' (W) X (12' (H) and is undersized, with no capacity to convey a 100-year storm. The project had a quick turnaround design scheduled to last 120 calendar days. Jonis and the design team devised a work program that would raise the bridge soffit by approximately 5-feet above the existing RCB soffit. The existing RCB bottom was to be protected in place as well as the bottom portion of the RCB side walls that will be joined to the proposed bridge abutments. The abutments will slope from the remaining bottom RCB side walls towards the proposed steel bridge piles to provide wider bridge opening. The bridge will have a span of 60 feet and a width of 22 feet to accommodate 1 lane of vehicle traffic for one way traffic travelling northwest across the channel and with an 8-foot-wide path for pedestrians. The prefabricated steel truss bridge will be designed to meet current AASHTO LRFD design specifications. The design speed will be 10 mph for both proposed bridge and transitional street improvements, with the pedestrian paths designed to meet for ADA design guidelines. The bridge construction is currently underway.

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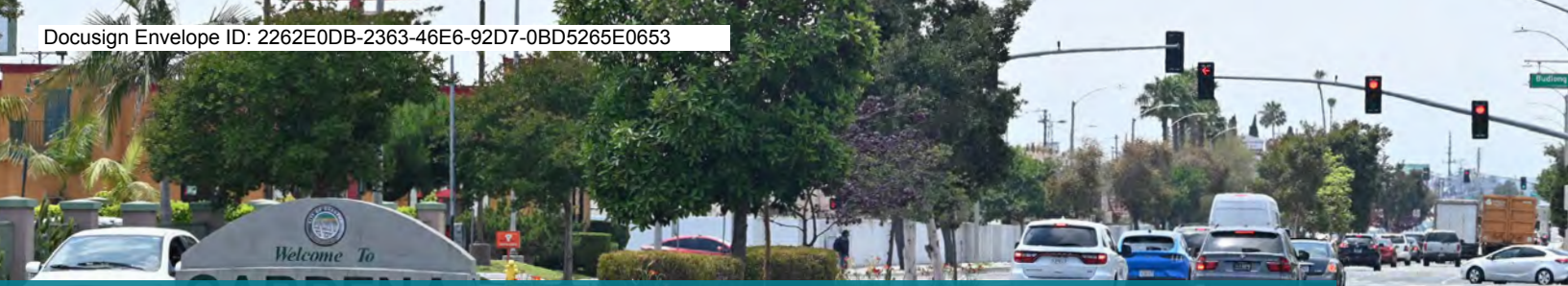

Centennial Park Lake Renovation; Santa Ana, CA (City of Santa Ana)

Project Manager and Lead Project Engineer. Jonis led the design team that provided all design and engineering services for the Centennial Park Lake Renovation project. Jonis and Tim Muli are currently providing bid support and construction support service to the City of Santa Ana for the construction of the proposed lake renovation improvements. The design team prepared construction documents for the lake water quality system (biofilters, wetlands), lake edge modifications, biological vector control features, lake pump stations, water features (jets), and lake appurtenances. Centennial Park Lake is an 8-ft deep, 9.5-acre lake that was constructed in 1978. The design team performed a study of the lake to identify the deficiencies of the lake in a separate project. Once the deficiencies were identified the City of Santa Ana commissioned a project to prepare construction documents to implement the necessary remediation measures and to improve the lake and park in the vicinity of the lake.

Thornton Park Lake Circulation Study & Renovations; Santa Ana, CA (City of Santa Ana)

Project Manager and Lead Project Engineer. The project involved an environmental/water engineering firm to conduct a thorough investigation of the existing conditions at Thornton Lake. Then developing those investigations to aid into the preparation of Contract Documents ("Plans & Specification") that address the mechanical and biological systems of Thornton Lake including but not limited to aeration, skimmers, recirculation pumps and piping, vault, fountain, education elements, biomedia, habitat creation and affected site work. The project will culminate in identifying the deficiencies of the lake and will provide analysis and recommendation options for optimal renovations. Once the deficiencies are identified the City of Santa Ana will commission a project to prepare construction documents to implement the necessary remediation measures and to improve the lake and park in the vicinity of the lake.

Pacific Arroyo Community; Ventura County, CA (Ventura County Watershed Protection District)

Project Manager. Jonis was responsible for the delivery of the design of two (2) proposed lateral weirs on the Arroyo Simi River in the City of Moorpark, CA. JS&TM worked together to develop a preliminary design for the proposed side weir structures and then met with VCWPD staff to discuss the design of and analyses methodologies for the weirs. JS&TM worked along with Mr. Jilani to develop a side weir analysis spreadsheet using the methodology preferred by VCWPD staff. Jonis and Mr. Mui prepared unsteady 1D HEC-RAS hydraulic analyses of the Arroyo Simi River to yield a hydrograph to use for weir analyses. Once the hydrograph was created Jonis and Mr. Muli performed a step method hydraulic analysis of the weir to determine the flowrate conveyed over the weir in 1-ft increments and diverted to a proposed basin facility(s). This resulted in a split hydrograph with a weir hydrograph and a bypass hydrograph. The weir hydrograph was then hydrologically routed through the proposed basin to determine the basin design effectiveness. The bypass weir was used to analyze the next downstream weir and the process was repeated to design both proposed side weirs along the Arroyo Simi River for the Pacific Arroyo development being built by Pacific Communities Builders in Moorpark, CA.

Laguna Canyon Channel Improvement Project-Beach Street to The Ocean; Orange County, CA (City of Laguna Beach)

Project Manager and Lead Engineer. Jonis led a team designing 1,000 lf of channel rehabilitation for the F-01 Laguna Canyon Channel extending from Beach Street to the ocean outfall at Main Beach. The downstream reach of Laguna Canyon Channel was severely dilapidated due to its age and constant exposure to ocean water. The 16'x9' RCB channel was constructed in 1920 and was beginning to fail due to steel reinforcement corrosion and swelling causing cracking and spalling in the concrete. The open channel transition structure located upstream of Beach Street was a known flooding source to Downtown Laguna Beach. Jonis developed a comprehensive design to reconstruct the Beach Street transition structure to improve pedestrian and traffic safety, improve hydraulic efficiency, decrease debris hang-ups, and increase conveyance capacity in the culvert by greater than 25%, all within the existing structure footprint. No right-of-way or easement acquisition was required. This was accomplished by providing a smooth transition from the upstream channel section to the downstream channel section and extending the channel walls above grade to act as traffic barriers. The design team lead by Jonis also designed a replacement ocean outfall structure that increased conveyance capacity at the outfall and provided improved resistance to highly corrosive ocean outfall conditions.

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TIM MULI, PE, CFM, QSD/P, LEED AP

Drainage

EXPERIENCE

- Total Years: 22
- Years with JS & TM: 2

EDUCATION

- MS, Civil Engineering (Transportation Engineering), California State University, Los Angeles
- BS, Civil Engineering, University of Nairobi, Kenya

LICENSES/ CERTIFICATIONS

- CA Professional Engineer CA #72992
- Certified Floodplain Manager #US-20-11552
- Qualified SWPPP Developer & Qualified SWPPP Practitioner 27386

WHY TIM?

Tim Muli is a professional engineer with over 22 years of experience in stormwater management, civil design, flood control engineering, bridge hydraulics analysis and design, stream restoration design, water quality permitting, low impact (LID) stormwater management design, and has been involved in many private and municipal infrastructure projects throughout Southern California. He has successfully engineered and managed planning level designs as well as final designs (PS&E) and construction processes for multiple public and private projects, including projects requiring resource agency and construction permitting process. He has experience in Floodplain mapping and processing of FEMA Conditional Letter of Map Revision (CLOMR), Letter of Map Revision (LOMR), Physical Map Revision (PMR), and Letter of Map Amendment (LOMA)) applications. He is an expert in complex hydrology and hydraulic modeling and analysis and has worked as an expert reviewer for and on behalf of the County of Orange on complex hydrology models and runoff management plans. He performed complex 2D hydraulic simulation of sub-surface and surface flooding for the World Trade Center in New York City, and 2D XP-SWMM modeling of flooding within the Cities of Redlands and La Quinta. Among other complex and interesting modeling projects, he prepared Master Plan of Drainage for the City of South San Francisco, a project requiring complex hydrology and 2D flood simulation and involving Radar Rainfall Estimation for Modeling. He has is highly experienced in preparation of Stormwater Master plans, runoff management plans and has done so for both private development as well as for Cities within the Counties of Riverside, San Bernardino, Los Angeles, Orange, interacting with multiple reviewing agencies, acting in the capacity of a project manager. He has extensive knowledge and experience in prepreration of PS&E and has spent many years using design programs such as AutoCAD, Civil 3D, MicroStation & InRoads, as well as older and new hydrology and hydraulics software models, such as AES, HEC-1, HEC-HMS, LA Storm, Civil Storm, RD4412/WSPG, WSPGW, HEC-RAS (1D/2D), XPSWMMM, etc.) He is has knowledge of the regulatory compliance requirements and has worked on many projects requiring both CEQA and regulatory permitting (401, 404, 1602) providing key coordination with teams preparing these documentations as well as attending meetings with reviewing agencies. Tim has prepared project WQMPs and SWPPPS to help clients achieve compliance with NPDES storm water quality regulations and MS4 permits requirements. Tim also has experience in roadway drainage and has prepared many plans, specifications and estimates (PS&E) for public and private sector clients for projects within the Counties of Los Angeles, San Bernardino, Riverside, and Orange. Tim has experience preparing construction documents for stream restoration projects, including those requiring special fish passage design, and projects specifically for restoration of riparian ecosystems, both as standalone projects and mitigation for jurisdictional impacts. He was the engineer of record for the award-winning Buck Gulley Channel Restoration project in Corona Del Mar, in the City of Newport Beach.

RELEVANT PAST PROJECTS

Ventura County Watershed Protection District, CA (Pacific Arroyo Community)

Lead Project Engineer. Tim was responsible for providing analyses and hydraulic modeling. Jonis Smith and Tim worked together to develop a preliminary design for the proposed side weir structures and then met with VCWPD staff to discuss the design of and analyses methodologies for the weirs. JS&TM worked along with Mr. Jilani to develop a side weir analysis spreadsheet using the methodology preferred by VCWPD staff. Jonis and Mr. Mui prepared unsteady 1D

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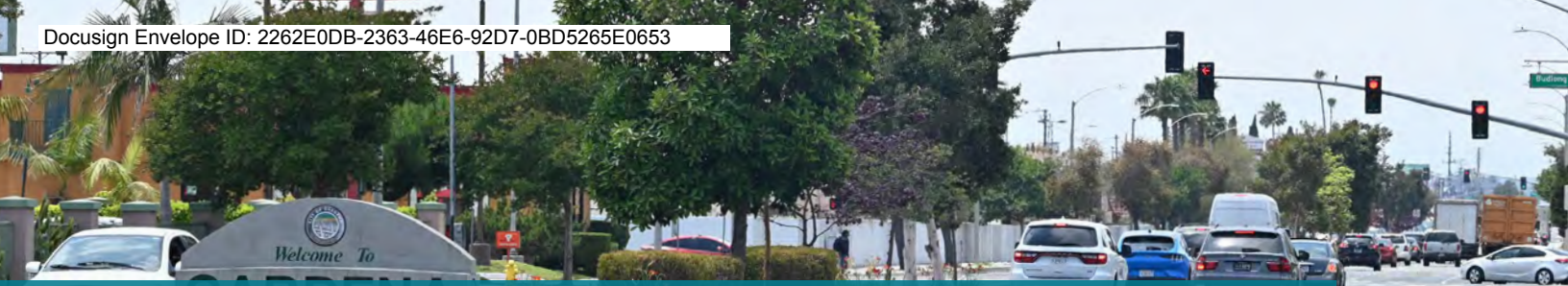

HEC-RAS hydraulic analyses of the Arroyo Simi River to yield a hydrograph to use for weir analyses. Once the hydrograph was created Jonis and Tim performed a step method hydraulic analysis of the weir to determine the flowrate conveyed over the weir in 1-ft increments and diverted to a proposed basin facility(s). This resulted in a split hydrograph with a weir hydrograph and a bypass hydrograph. The weir hydrograph was then hydrologically routed through the proposed basin to determine the basin design effectiveness. The bypass weir was used to analyze the next downstream weir and the process was repeated to design both proposed side weirs along the Arroyo Simi River for the Pacific Arroyo development being built by Pacific Communities Builders in Moorpark, CA.

Master Plan of Storm Drainage for North and West Santa Ana River Tributary Areas; Anaheim, CA (City of Anaheim)

Project Engineer. Tim was responsible for hydrology analysis which included watershed delineation and discharge for the hydraulic analysis. Storm Drain As-Built drawings were obtained from the City of Anaheim and were analyzed with the new discharges using WSPG. Storm drain systems were proposed if the existing system was inadequate.

Storm Drain Master Plan; Santa Ana, CA (City of Santa Ana)

Project Engineer. Tim was responsible for hydrology and hydraulics analysis. The project team provided professional engineering services to update the city's storm drain master plan. The city has an established drainage system with some segments over 50 years old and other segments recently constructed. The team analyzed the main line drainage system and prepared a hydrology study along with maps for the entire city boundary and for individual sub-areas for 2-, 10-, 25-, and 100-year storm events.

Drainage Master Plan; Temecula, CA (City of Temecula)

QA/QC Manager for the preparation of a drainage master plan for all City owned storm drain assets. Project scope includes updating the existing GIS data, performing hydrology and hydraulics modeling, providing recommendations on storm drain capital improvements and green infrastructure improvements, and preparing a drainage master plan to inform the capital improvement program. Project will also include an analysis for fees related to new development impacts on the existing storm drain system.

Centennial Park Lake Renovation; Santa Ana, CA (City of Santa Ana)

Project Engineer. Tim provided all design and engineering services for the Centennial Park Lake Renovation project. JS&TM is currently providing bid support and construction support service to the City of Santa Ana for the construction of the proposed lake renovation improvements. The design team prepared construction documents for the lake water quality system (biofilters, wetlands), lake edge modifications, biological vector control features, lake pump stations, water features (jets), and lake appurtenances. Centennial Park Lake is an 8-ft deep, 9.5-acre lake that was constructed in 1978. The design team performed a study of the lake to identify the deficiencies of the lake in a separate project. Once the deficiencies were identified the City of Santa Ana commissioned a project to prepare construction documents to implement the necessary remediation measures and to improve the lake and park in the vicinity of the lake.

Thornton Park Lake Circulation Study & Renovations; Santa Ana, CA (City of Santa Ana)

Project Engineer. This project involved an environmental/water engineering firm to conduct a thorough investigation of the existing conditions at Thornton Lake. Then developing those investigations to aid into the preparation of Contract Documents ("Plans & Specification") that address the mechanical and biological systems of Thornton Lake including but not limited to aeration, skimmers, recirculation pumps and piping, vault, fountain, education elements, biomedia, habitat creation and affected site work. The project will culminate in identifying the deficiencies of the lake and will provide analysis and recommendation options for optimal renovations. Once the deficiencies are identified the City of Santa Ana will commission a project to prepare construction documents to implement the necessary remediation measures and to improve the lake and park in the vicinity of the lake.

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HISTORY OF DISCIPLINARY ACTIONS

The table below includes a list of all licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) and their history of any disciplinary actions.

Figure 3. Availability of Key Staff

KEY STAFF MEMBER	PROJECT ROLE	DISCIPLINARY ACTIONS HISTORY
Steve Ogburn, PE	Project Manager/Task Order Manager	No disciplinary actions.
Michael Bruz, PE	Principal	No disciplinary actions.
Natalya Shikaloff, PE	Task Order Manager	No disciplinary actions.
Sonia Alonso, PE	Task Order Manager	No disciplinary actions.
Jack Fleming, PE, QSD	QA/QC Manager	No disciplinary actions.
Jason Song, PE, PhD	Roadway & Site Design	No disciplinary actions.
George Enriquez	Utilities/SUE	No disciplinary actions.
Michael Amling	Environmental Documents	No disciplinary actions.
Robert McMahon, RLA	Landscape Architecture	No disciplinary actions.
Robert D. Vasquez, PLS	Survey/Mapping	No disciplinary actions.
Daniel Calvillo, PLS	Survey/Mapping	No disciplinary actions.
Christopher M. Diaz, PE, GE	Pavements & Geotechnical	No disciplinary actions.
Britton Howay	Pavements & Geotechnical	No disciplinary actions.
Jonis Smith, PE, QSD	Drainage/Hydrology and Hydraulic/Water Quality/SWPPP	No disciplinary actions.
Tim Muli, PE, QSD	Drainage/Hydrology and Hydraulic/Water Quality/SWPPP	No disciplinary actions.

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CONTRACT CONSIDERATIONS

AZTEC Engineering Group, Inc. proposes the following revisions to the Consultant Agreement:

Section 2. Term of Agreement: Compensation: Revise the second sentence of paragraph C as follows: "Consultant shall be ~~entitled to reasonable compensation~~ compensated for the services it performs up to the date of termination."

Section 11. Insurance Requirements: Paragraph C (Coverages, Limits and Policy Requirements), Part E (Deductibles): Please note that AZTEC Engineering Group, Inc. has a self-insured retention (SIR) of $250,000 and requests approval from the City for said amount.

Section 12. Indemnification: Replace Section 12 in its entirety with the following: "Consultant agrees to indemnify, hold free and harmless the City, it elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the negligent performance of the Consultant its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints, or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity shall be limited to the extent required by Civil Code Section 2782.8, to claims that arise out of, or pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained in either the City's specifications or Consultant's proposal, which shall be of no force and effect."

Section 17. Ownership of Work Product: Add the following to the end of Section 17: "If City uses Consultant's documents in a manner not contemplated by this Agreement, City agrees to indemnify and hold harmless Consultant, its officers, directors, agents, and employees ("INDEMNITEES"), to the fullest extent permitted by law, from and against all claims, damages, losses and expenses (including attorney fees and other legal expenses) arising out of, or in connection with any act, error, or omission of Consultant, or their employees, servants, agents or subcontractors."

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH BGB DESIGN GROUP

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **BGB Design Group,** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - Architecture and Landscape Architecture

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9, 2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the

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services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by

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this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall

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be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	BGB Design Group 3185-C Airway Avenue Costa Mesa, CA 92626 Attn: Art Guy President

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – BGB Design Group

Art Guy
_____
Name

Sign: Art Guy
Title: President

Art Guy
_____
Name

Sign: Art Guy
Title: Secretary

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference**.** In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:
City of Gardena
1700 West 162nd Street
Gardena, California 90247
Attn: Allan Rigg
Director of Public Works

To Consultant:
XYZ
Address
XXXX, CA #####
Attn: Name
Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

Docusign Envelope ID: 95C3F712-9FED-4A45-8A4C-99AAF10EF2D2

Exhibit B

Statement of Qualifications (SOQ)

Docusign Envelope ID: 95C3F712-9FED-4A45-8A4C-99AAF10EF2D2

STATEMENT OF QUALIFICATIONS

ON-CALL PROFESSIONAL SERVICES
LANDSCAPE ARCHITECTURE

CITY OF GARDENA
GENERAL SERVICES DEPARTMENT
PUBLIC WORKS ENGINEERING

RFQ Due Date:	June 13, 2024, 2:00PM
RFQ Administrator:	Kevin Kwak, Principal Civil Engineer T: (310) 217 - 9643 kkwak@cityofgardena.org

Submitted by:

BGB DESIGN GROUP
Landscape Architecture Planning Urban Design

Docusign Envelope ID: 95C3F712-9FED-4A45-8A4C-99AAF10EF2D2

June 13, 2024

Kevin Kwak, Principal Civil Engineer
City of Gardena
Department of General Services – Public Works
1717 West 162 Street
Gardena, CA 90247-3778

Re: On-Call Professional Services for Landscape Architecture

Dear Mr. Kwak:

BGB Design Group, Inc. ("BGB") is pleased to submit our qualifications for On-Call Services to the City of Gardena. Our firm was founded in 1979 by Senior Principal Bob Borthwick and was incorporated in 1998 to include Principal Art Guy. Mr. Guy is now the president of BGB Design Group. Bob Borthwick works with the firm as founding Senior Principal.

BGB is located in Costa Mesa and employs a staff of six (6). We have a balanced workload of both public and private sector projects. We have a long track record of public agency clients throughout southern California, including Gardenia, Avalon, Redondo Beach, La Mirada, San Clemente, Yorba Linda, Laguna Beach, Newport Beach, Anaheim, Fullerton, and the Orange County Sanitation District, among many others. We are currently "On-Call" consultants for the cities of Gardenia, Anaheim, Fullerton, Yorba Linda and Newport Beach.

On public projects we have extensive experience in designing streetscapes and medians, parks, open spaces, trails, and public facilities. We have received professional awards for projects such as the Avalon Downtown Waterfront (Catalina Island), the 2.4-mile San Clemente Beach Trail, and the Redondo Beach Esplanade.

BGB has been recognized by Metropolitan Water District for knowledge and promotion of the "California-Friendly" plant palette, and we are on the leading edge of native plant and adapted drought-tolerant species utilization. We understand and appreciate the role that landscape architects can play in the evolving science of landscape sustainability.

As an On-Call Landscape Architectural Consultant for other cities, we understand that each project will be different. For each project, our Scope of Work will be mutually determined by City Staff and BGB to achieve maximum public benefit and project efficiency. As a mid-size firm, we offer direct principal-level design, construction documentation, and management of each project.

Contact person and point of contact; Arthur D. Guy, ASLA, email: art@bgb-inc.com

BGB acknowledges the receipt of Addendum No. 1 in this Request for Qualifications.

BGB accepts the city's Agreement and insurance requirements. By signing this letter, Arthur D. Guy is authorized to bind BGB Design Group to this Agreement.

We look forward to continuing with our working relationship to the City of Gardena as an On-Call Landscape Architectural firm.

Sincerely,



Art Guy, ASLA
President
Licensed Landscape Architect #2214 - California

Docusign Envelope ID: 95C3F712-9FED-4A45-8A4C-99AAF10EF2D2

1	FIRM QUALIFICATIONS and EXPERIENCE
2	KEY PERSONNEL and EXPERIENCE
3	ORGANIZATION CHART
4	SIMILAR PROJECTS / SERVICES
5	REFERENCES
6	FEE SCHEDULE
7	RESUMES
8	(OMITTED)

AVERY READY INDEX

Docusign Envelope ID: 95C3F712-9FED-4A45-8A4C-99AAF10EF2D2

PUBLIC PROJECTS

BGB Design Group is a Landscape Architectural, Planning, and Urban Design firm based in Costa Mesa, California. Founded in 1979 and incorporated in 1998, we have specialized in streetscapes, parks, trails, civic buildings and related public projects. We are leaders in the field of Green Development, and have received recognition from such agencies as the Metropolitan Water District of Southern California.

Public projects include the Yorba Linda Town Center (APA Award), the Esplanade in Redondo Beach (APA Award), Avalon Waterfront Urban Design Plan on Catalina Island (ASLA Merit Award), the San Clemente Railroad Corridor Pedestrian Beach Trail (APA Award, ASLA Merit Award,) OCSD Plant No. 2 in Huntington Beach, Maxwell Park and Haskett Library in Anaheim, Hobie Park in Newport Beach, Ketchum-Libolt Park and Tewinkle Athletic Complex in Costa Mesa, Del Obispo Park Renovation in Dana Point, and the Crystal Cove Cottages Historic District - Phase III in Newport Beach, among others.

Related open space and environmental projects include Aliso Creek Corridor Master Plan, Laguna Creek Restoration, Hiltscher Trail & Bud Turner Trail in Fullerton, the Kern River Upland restoration project in Bakersfield, and currently, the Oak Canyon Nature Center in Anaheim.

In 2017, BGB completed the Landscape Element of the Laguna Beach General Plan and the Landscape and Scenic Highways Resource Document. These master-planning projects outlined urban design, planting, sustainability, and related goals and policies for the city, and received the 2019 Award of Excellence from the American Planning Association.

We are experienced in facilitating community presentations and workshops to gather public input and to achieve consensus on planning and design decisions.



Avalon, CA.: ASLA National Centennial Award - Downtown Waterfront Urban Design Plan

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FIRM QUALIFICATIONS AND EXPERIENCE

Background: BGB Design Group was founded in 1979 and incorporated in 1998 as a California S Corporation. Throughout this time, the firm has established a reputation for excellence by producing award-winning projects, combined with professional construction documents and hands-on management.

Firm Name and Description:

a. Legal name: BGB Design Group (formerly Borthwick Guy Bettenhausen, Inc.)
b. Legal entity: BGB Design Group, a California corporation
c. Contact name: Arthur D. Guy, ASLA, President
d. Address: 3185-C1 Airway Avenue, Costa Mesa, CA 92626
e. Telephone: (714) 545-2898
f. Email address: art@bgb-inc.com

Legal Name and Business Structure:

BGB Design Group (formerly Borthwick Guy Bettenhausen, Inc.), a California "S" Corporation

Firm Background and Experience:

(See section 2: Key Personnel and Experience/ Organization Chart/ Resumes)

Strengths: Our firm currently has professional staff of (2) Principals, and (4) staff members. All have Bachelor of Science degrees in landscape architecture from Cal Poly Pomona, and (3) are licensed to practice landscape architecture in California and / or Nevada. BGB Principals are "hands-on" project managers, and personally review all work products.

BGB utilizes Land F/X software as a 3rd party overlay to AutoCAD 2018 which provides continuous manufacturer updates to irrigation products, nursery stock etc. Software provides hydrologic calculations and quantity takeoffs at every stage of a project for budgetary control. BGB has customized scheduling for irrigation to comply with the current AB 1881 requirements to meet water conservation requirements. As BGB provides in-house irrigation design; coordination between landscape and irrigation system hydrozones during design is transparent. Each staff member is proficient in landscape and irrigation design to be aware of potential conflicts during the design process. We have a Certified Water Auditor on-staff to review our irrigation plans and coordinate the preparation of water-use calculations and field auditing as necessary.

Quality Control: Third party peer review is incorporated into projects, as necessary, to receive unbiased and "fresh eyes" for review. As compared to other firms, BGB has a "top heavy" and highly experienced staff that produces quality and error-free deliverables to the maximum extent possible. On the rare occasion where an error might occur, BGB will correct the error promptly and do our best to rectify the situation.

Subconsultants: BGB utilizes Subconsultants as necessary, depending on project requirements. In all cases subconsultants have worked on previous BGB project teams in the past (such as geotechnical engineering, civil engineering, structural engineering, architecture), will be recommended by BGB and approved by the City. If City desires to combine BGB with other approved On-Call consultants, we are agreeable to such arrangements.

Familiarity with regional grants and funds: BGB has worked on many public projects in Los Angeles and Orange Counties that utilize federal, state and regional funds. BGB was instrumental in cooperating with grant writers, master planning Pearl Park, City of Fullerton that was awarded by Statewide Prop 68 Park Development Funds. Other Public projects in Los Angeles County / South Bay include VOA Navy Village in San Pedro, Oak Canyon Nature Center, Anaheim, the Redondo Beach Pier refurbishment, Redondo Beach Esplanade, Hawthorne/ Pacific Coast Highway intersection and Pocket Park (City of Torrance), and the City of Avalon Waterfront Promenade (funded by grant from LA County Parks and Recreation). We understand and are familiar with project tracking and in-house recording of hours for billing purposes. In some cases, BGB has assisted cities in applying for public funding of local projects.

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KEY PERSONNEL AND EXPERIENCE

BGB Design Group is a principal – driven consulting firm with experienced professionals actively working on all phases of each project. Art Guy, president of BGB, will be principal-in-charge of all projects for the City of Gardena, and Senior Principal Bob Borthwick will assist in project oversight and public presentations as necessary. Experienced CAD operators/ designers Tony Escario, Celerino Villa, and Nicole Nguyen will provide CAD support.

Organization Chart: See Section 3

Resumes of Key Personnel: See Section 7

Subconsultants: Subconsultants will vary depending on project requirements. BGB Design Group employs the highest level of subconsultants in all disciplines and will submit their qualifications for City approval upon request. All sub-consultants have been a part of BGB team projects over the past years that have developed into cohesive working partnerships.

Experience and history with local agencies within past five years: See following Section 4 “Similar projects / Services”.

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KEY PERSONNEL / ORGANIZATIONAL CHART

1. Arthur D. Guy, President (Primary Contact)
   BS Landscape Architecture, Cal Poly Pomona, 1978
   Licensed Landscape Architect #2214

2. Robert Borthwick, Senior Principal
   BS Landscape Architecture, Cal Poly Pomona, 1969
   Licensed Landscape Architect #1354

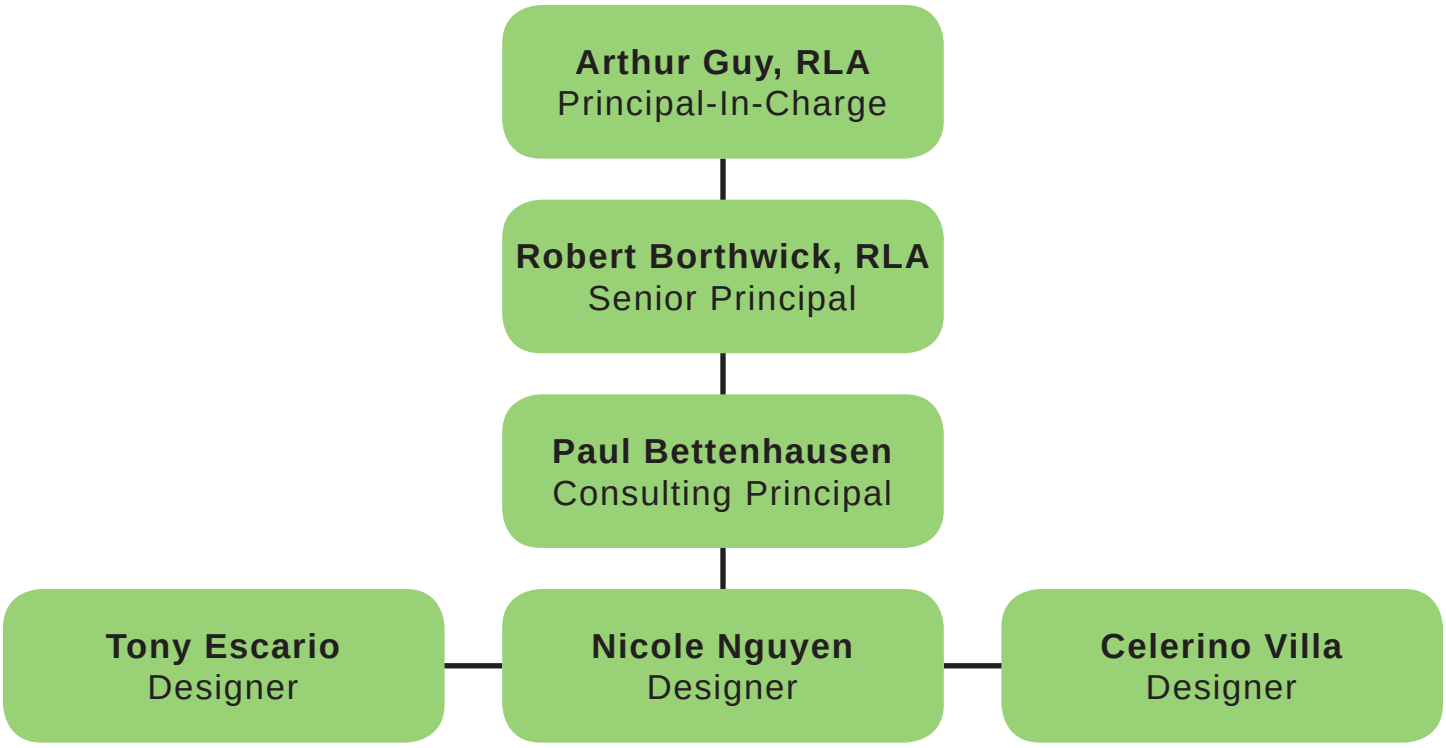
3. Paul Battenhausen, Consulting Principal
   Master of Architecture, UCLA, 1990
   BS Landscape Architecture, Ohio State University, 1978

4. Tony Escario, Consulting Landscape Architect
   BS Landscape Architecture, Cal Poly Pomona, 1999

5. Celerino Villa, Landscape Designer
   BS Landscape Architecture, Cal Poly Pomona, 2011

6. Nicole Nguyen, Landscape Designer
   BS Landscape Architecture, Cal Poly Pomona, 2016

7. Stephanie Satterlee, Office Manager



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RECENT EXPERIENCE – PUBLIC PROJECTS (Past 5 years, partial list)

City of Anaheim

Oak Canyon Nature Center: As Prime consultant for this $1M ADA accessibility and educational exhibit project, BGB headed a civil / electrical / structural design team to provide ADA accessibility from the existing parking and restroom to an in-park amphitheater. Park improvements included renovation of the existing amphitheater and stage, construction of a large observation deck / bridge that includes a series of educational nature exhibits. Completed in 2024.
Responsibility: Art Guy, Principal-in-Charge (BGB Design Group: Prime Consultant) / Nicole Nguyen, Project Manager
Reference: Jose "JJ" Jimenez, Parks Manager (714) 765-4901 / JJimenez@anaheim.net
Sub-Consultants: Fuscoe Engineering (civil), Design West Engineers (electrical), Stepping Thru Accessibility (ADA compliance), Red Cape Studios (educational exhibits), Structics (structural engineering)

Euclid Library Outdoor Reading Garden: Provided conceptual design and construction documents for an under-utilized space to create a shaded and functional outdoor reading space for after school activities. Completed 2023.
Responsibility: Art Guy, Principal-in-Charge (BGB Design Group: Prime Consultant)
Reference: Naomi Gruenthal, ASLA, Associate Park Planner (714) 765-4465 / ngruenthal@anaheim.net
Sub-Consultants: Toal Engineering (civil), Design West Engineers (electrical), Crane Architecture (architecture)

City of Fullerton

Pacific Drive Park: Master Plan and construction documents for park refurbishment, including walkways, play areas, and improved security measures.
Responsibility: Art Guy, Principal-in-Charge (BGB Design Group: Prime Consultant)
Reference: David Grantham, P.E., Principal Civil Engineer (714) 738-6853 / DGrantham@cityoffullerton.com
Sub-Consultants: Toal Engineering (civil), LRA (electrical), Water Management Group (irrigation infrastructure survey), David Lee & Associates (geotechnical engineering)

Rolling Hills Park: This project involves a major renovation to the existing 9.5 ac. city park, including a new 19-space parking lot, prefabricated restroom building, play and fitness facilities, picnic areas with completely new irrigation and lighting systems.
Responsibility: Art Guy, Principal-in-Charge (BGB Design Group: Prime Consultant)
Reference: David Grantham, P.E., Principal Civil Engineer (714) 738-6853 / DGrantham@cityoffullerton.com
Sub-Consultants: Toal Engineering (civil), LRA (electrical), Water Management Group (irrigation infrastructure survey), David Lee & Associates (geotechnical engineering)

Pearl Park: This project involved the development of a blighted vacant lot in a depressed neighborhood. BGB provided the conceptual level design used to secure Prop 68 Statewide Park Development Funding for this $1.5M park improvement that included, a basketball court, tot lot, picnicking with a sail shade structure and water quality bioretention element.
Responsibility: Art Guy, Principal-in-Charge (BGB Design Group: Prime Consultant)
Reference: David Grantham, P.E., Principal Civil Engineer (714) 738-6853 / DGrantham@cityoffullerton.com
Sub-Consultants: Toal Engineering (civil), Design West Engineering (electrical), Structics (structural), GMU (geotechnical engineering)

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City of Gardena

Mas Fukai Park Maser Plan: BGB provided master planning and public workshops to renovate this mid-century sports and recreation park through 2022.
Responsibility: Art Guy, Principal-in-Charge (BGB Design Group: Prime Consultant) /
Reference: Kevin Kwak, P.E., Principal Civil Engineer (310) 217-9643 / kkwak@cityofgardena.org
Sub-Consultants: Toal Engineering (civil), Design West Engineering (electrical), Crane Architecture (architecture)
Rowley Park Basketball / Pickleball Resurfacing Project: A current project involving the existing hardcourt resurfacing with the addition of new pickleball courts. Additionally, the project involves new drainage and lighting upgrades. Construction is scheduled for 2024.
Responsibility: Art Guy, Principal-in-Charge (BGB Design Group: Prime Consultant) /
Reference: Jose Espinosa, Assistant Engineer (310) 217-9644 / jespinoza@cityofgardena.org
Sub-Consultants: Toal Engineering (civil), Design West Engineering (electrical), Petra Geotechnical (geotechnical), Structics (structural)

City of Laguna Beach

DeWitt Property Nature Preserve: Master plan and construction documents for Laguna Canyon Creek restoration, including planting refurbishment and public trails. Completed 2019.
Responsibility: Bob Borthwick, Principal-in-Charge (BGB Design Group: Prime Consultant)
Reference: David Shissler, P.E., Director of Water Quality (949) 497-0328 / dshissler@lagunabeachcity.net

Landscape and Scenic Highways Element and Resource Documents: Preparation of General Plan Element and Landscape Resource Document which establishes policies, recommendations, and urban design for the entire city of Laguna Beach. Completed 2018.
Responsibility: Bob Borthwick, Principal-in-Charge (BGB Design Group: Prime Consultant)
Reference: Mark Trestik, City Engineer, (949) 497-0300 / mtrestik@lagunabeachcity.net

City of La Mirada

Play Area Refurbishment (Additional Park Sites): Provided construction documentation and administration for the renovation of additional existing play areas (Gardenhill and Windermere Parks) within the City. Scope included new play equipment, resilient surfacing, site furnishings and ADA compliance. Completion 2019.
Responsibility: Art Guy, Principal-in-Charge (BGB Design Group: Prime Consultant)
Reference: Tony Moreno, P.E., City of La Mirada (562) 943-0131

City of Newport Beach

Newport Blvd. Streetscape: As On-Call consultants, BGB developed the master plan and construction documentation for the renovation of the city gateway median islands and adjacent slope areas for. This $1.0 M CIP Improvement project is scheduled for completion Summer of 2024.
Responsibility: Art Guy, Principal-in-Charge (BGB Design Group: Prime Consultant)
Reference: Mike Sinacori, P.E., Assistant City Engineer (949) 644-3342 / MSinacori@newportbeachca.gov

Jamboree Road Median Island Refurbishment: Provided landscape plans for median island turf replacement project, from scheduled University to Ford Road. Completed in 2019.
Responsibility: Art Guy, Principal-in-Charge (BGB Design Group: Prime Consultant)
Reference: Mike Sinacori, P.E., Assistant City Engineer (949) 644-3342 / MSinacori@newportbeachca.gov

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West Pacific Coast Hwy. Streetscapes: Provided landscape plans for parkways and median islands for Phase I improvements from Santa Ana River Jetty to OCSD Pump Station. Completed 2018
Responsibility: Art Guy, Principal-in-Charge (BGB Design Group: Prime Consultant)
Reference: Mike Sinacori, P.E., Assistant City Engineer (949) 644-3342 / MSinacori@newportbeachca.gov

City of Rancho Santa Margarita

City Hall Landscape: Master Plan and construction documents for the landscape refurbishment of the City Hall and Youth Center Courtyard. (Current project)
Responsibility: Bob Borthwick, Principal-in-Charge (BGB Design Group: Prime Consultant)
Reference: Tri Nguyen, Acting City Engineer (949) 635-1813 / tnguyen@cityofrsm.org

Plano Trabuco Landscape Renovation Project: BGB was selected to provide conceptual landscape design and construction documentation for a one-mile reach of landscaped median designed to meet water deduction goals, yet providing a year-around landscape aesthetic. Completed in 2022.
Responsibility: Art Guy, Principal-in-Charge
Reference: Tri Nguyen, Acting City Engineer (949) 635-1813 / tnguyen@cityofrsm.org

SR 241 Gateway Landscape Renovation Project: As a protype project for the city gateway from the SR 241 freeway off-ramp, BGB prepared alternative design themes, with Council selecting a flowering, drought tolerant $300k scheme, now shovel ready for 2024 construction.
Responsibility: Art Guy, Principal-in-Charge
Reference: Tri Nguyen, Acting City Engineer (949) 635-1813 / tnguyen@cityofrsm.org
Sub-Consultants: Toal Engineering (survey)

City of Yorba Linda

Yorba Linda Town Center: As a sub-consultant to Harris Associates, BGB completed conceptual and construction documentation of a three-phased master plan for the historic Main St. downtown district. Phase one construction involved streetscape improvements for Lemon Ave., Yorba Linda Blvd. & Imperial Highway. Phase two involved the renovation of Main St. including, re-configuration of new sidewalk paving and crosswalks, street furnishings, landscape and lighting. Phase three will continue the streetscape continuity for Imperial Blvd. and is scheduled for completion in 2024.
Responsibility: Art Guy, Principal-in-Charge
Reference: Rick Yee, P.E., Assistant City Engineer (714) 961-7100 / Ryee@yorba-linda.org

Village Center Drive: As On-Call consultants for the city, BGB completed design and implementation of an initial multi-phased turf reduction / landscape renovation streetscape program for the City's Landscape Maintenance Assessment District (LMAD).
Responsibility: Art Guy, Principal-in-Charge
Reference: Jessa Gutierrez (714) 984-5930 / jgutierrez@yorbalindaca.gov

Docusign Envelope ID: 95C3F712-9FED-4A45-8A4C-99AAF10EF2D2

MAS FUKAI PARK Garden, CA

Client: City of Gardena



Illustrative Plan

Legend

1 Baseball Fields
2 Pickleball Courts
3 Basketball Courts
4 Synthetic Turf Activity Area
5 Shade Structure & Picnic Area
6 Play Structure
7 Community Building
8 Exercise Stations

A 4.53-acre park dedicated in 1960. The park is adjacent to Pearly Middle School and nearby Denker Avenue Elementary School and provides recreation facilities for Gardena residents.

City staff developed an initial master plan based on years long community input. Subsequent community outreach helped refine the current master plan components, as follows:

- New Community Building
- Electrical Lighting
- Restroom Building
- Irrigation System Renovation
- Concrete Permeable Pavers
- Pickleball & Basketball Courts
- Resilient Surfacing at Tot Lots
- Site Furnishings
- Landscape Improvements
- New and Renovating Decomposed Granite

Docusign Envelope ID: 95C3F712-9FED-4A45-8A4C-99AAF10EF2D2

ROLLING HILLS PARK Fullerton, CA

Client: City of Fullerton







Completed in Spring 2021, this 9.6-acre, $1.5M park renovation included a (17) stall parking lot, with ADA compliant walkways to a new tot lot, exercise par course and restroom facility. Native landscaping now buffers the adjoining residential neighbors in addition to new 3-rail perimeter fencing, lighting, and entry monumentation. Given the age of the park and due to extensive reconfiguration, a redesigned and upgraded irrigation system was included in the renovation. A modular wetlands system linear by Bio-Clean provided an effective WQMP solution to the parking lot.



Docusign Envelope ID: 95C3F712-9FED-4A45-8A4C-99AAF10EF2D2

PEARL PARK Fullerton, CA

Client: City of Fullerton



Illustrative Plan



Pearl Park was a former 0.5-acre vacant lot surrounded by alleys and carports in a multi-family neighborhood. The park includes half-court basketball, a children's play area, picnic tables with BBQ's, creative play mounds made from granite cobbles, shade sail structures, and a small turf area. Mature existing trees were preserved. The park is well-used and very popular with the residents.

Funding was provided by Prop 68 Statewide Park Development and Community Revitalization Program, St. Jude HEAL Grant, and Park Dwellings Funds.





Docusign Envelope ID: 95C3F712-9FED-4A45-8A4C-99AAF10EF2D2

CRYSTAL COVE HISTORIC DISTRICT Newport Coast, CA

Client: California State Parks & Crystal Cove Conservancy



Comprised of 46 historic beach cottages constructed from the 1920's to the 1940's, this unique project is on the National Register of Historic Places. BGB is responsible for all hardscape and pedestrian infrastructure, in addition to period-specific historic landscape design. The cottages are being restored for short-term vacation rentals available to the public and are part of the California State Parks system.

Current design work involves Phase III of the project, including the final 17 cottages. The Crystal Cove Historic District is a national model for affordable coastal accommodations and an idyllic setting for environmental education and STEM programs for underserved youth.





Photograph is historic, prior to renovation.



Photographs above (top and bottom), restoration in progress

Docusign Envelope ID: 95C3F712-9FED-4A45-8A4C-99AAF10EF2D2

NORTH EL CAMINO REAL BIKE TRAIL San Clemente, California

Client: City of San Clemente



Concept Plan



The North El Camino Class I bicycle trail provides the northern coastal entrance to San Clemente's "Spanish Village by the Sea" enhancing the well-established mix of coastal plant material that sets the City of San Clemente apart from other coastal cities. The Village character, as defined by the foresight of Ole Hanson, has matured to the unique and quaint historical seaside community of today.

This is the last segment of the Coastal Pedestrian Trail designed by BGB Design Group, completed earlier in 2008 offering a 2.3-mile coastal experience unique to Southern California. The mix of native plantings, combined with crushed rock mulch trail edging, provided inspiration for the North El Camino Bicycle trail. In addition to small scaled coastal succulents and grasses that are included in the palette, stately Date Palms mark the gateway into the downtown village. Drainage from the vehicular travel ways pass through rock lined channels spaced at distances supported by hydraulic calculations. The city desire was to create a safe separation between the bicycle and vehicular ways, yet low maintenance and water conserving.





Docusign Envelope ID: 95C3F712-9FED-4A45-8A4C-99AAF10EF2D2

YORBA LINDA TOWN CENTER - MAIN STREET Yorba Linda, California

Client: City of Yorba Linda



Concept Plan







Yorba Linda Town Center's ("Old Town") historical roots originated in the early 1900's. In the 1970's, the town center went through a "contemporary" renovation. However, in 2010 City planners developed a new Specific Plan to reinvigorate the downtown and bring back a more traditional early century appeal. BGB served as the landscape architectural consultant to the Harris Associates Engineering team, tasked to revitalize the streetscape bordered by Lake View Ave., Yorba Linda Blvd. and Imperial Hwy. Additionally, BGB designed the Main St. improvements which were completed in 2019 to anchor the historic portion of the larger Specific Plan Town Center commercial development.

Docusign Envelope ID: 95C3F712-9FED-4A45-8A4C-99AAF10EF2D2

HOBIE POCKET PARK Corona del Mar, California

Client: City of Newport Beach



Wall Section



Preliminary Landscape Plan

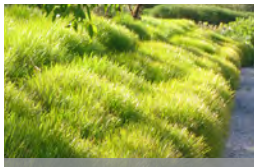




Lomandra 'Breeze'



Senecio mandraliscae



Dianella 'Little Rev'

The lot is triangular, sloping up towards the rear of the property. It is visually dominated by a tall masonry block wall that is used by Hobie Sports as a public art mural, which changes seasonally. This art wall use is planned to continue (along with accent lighting), so the park design will accommodate mural changes and maintenance. The art wall provides a visually exciting element to the CDM streetscape and is considered as asset to the park.

Docusign Envelope ID: 95C3F712-9FED-4A45-8A4C-99AAF10EF2D2

PACIFIC DRIVE PARK Fullerton, CA

Client: City of Fullerton



Illustrative Plan





Pacific Drive Park completed a major refurbishment in early 2022. Located in south Fullerton, the park now includes a new basketball half-court, adult exercise equipment, children's play area with shade elements, refurbished restroom, and drought tolerant landscaping. The neighborhood celebrated opening-day with speeches, folk dancing by local residents, and refreshments provided by the City.



Docusign Envelope ID: 95C3F712-9FED-4A45-8A4C-99AAF10EF2D2

CURRENT REFERENCES

BGB Design Group has extensive experience working with cities and other public agencies, dating over three decades.

Such public projects have included downtown redevelopment, parks, schools, trails, streetscapes, public buildings (such as libraries and city halls) mixed-use/residential development, and community-wide design guidelines, among others.

We also provide community outreach, and have hosted many community workshops and public meetings regarding proposed projects.

A partial list of public agency references follows:

City of Anaheim
Jose "JJ" Jimenez, Parks & Recreation Director
(714) 765-4901, JJimenez@anaheim.net

City of Fullerton
David Grantham, City Engineer & Assist. Dir. of Public Works
(714) 738.6853, DGrantham@cityoffullerton.com

City of Gardena
Kevin Kwak, Principal Civil Engineer
310.217.9643, kkwak@cityofgardena.org

City of Laguna Beach
Mark Trestik, City Engineer
(949) 497-0300, mtrestik@lagunabeachcity.net

City of Newport Beach
Mike Sinacori, Assistant City Engineer
(949) 644-3342, MSinacori@newportbeachcity.net

City of Rancho Santa Margarita
Tri Nguyen, Principal Engineer
(949) 635-1800 x 6507, tnguyen@cityofrsm.org

City of San Clemente
Samantha Wylie, Parks, Beaches & Recreation Director
(949) 361-8200, WylieS@san-clemente.org

City of Yorba Linda
Rick Yee, Assistant City Engineer
(714) 961-7100, ryee@yorba-linda.org

A partial list of private developer references as follows:

Pelican Communities
Richard Hamm, Vice President
(949) 263-9210 hammrichard@sbcglobal.net

Collective Housing Supply
Pete Zehnder, President
(949) 230-5426, pete@collectivehousingsupply.com

MW Custom Homes
Matt White, Owner
(949) 434.4471, mattw@mwcustom.com

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Landscape Architecture Planning Urban Design

FEE SCHEDULE – BGB DESIGN GROUP

The following rates shall be in force for a minimum period of (3) calendar years.

Standard Hourly Rates

Principal / Senior Project Manager - Art Guy	$180.00/hr.
Senior Principal – Bob Borthwick	$180.00/hr.
Job Captain / Project Manager – Nicole Nguyen	$140.00/hr.
Senior Landscape Designer – Cele Villa, Tony Escario	$115.00/hr.
Administrative / Clerical – Stephanie Satterlee	$ 75.00/hr.

The City would not be billed overtime rates for BGB staff time.

City review meetings and public presentations will be billed at standard hourly rates.

Reproduction and other approved reimbursable expenses will be billed at cost plus 15% overhead.

No mileage reimbursement is requested as a part of this proposal.

FEE SCHEDULE – Subconsultants

Fee Schedule(s) for subconsultants will be provided upon request. Subconsultants will be selected on a project-by-project basis and will be subject to City approval.

DISCIPLINARY ACTIONS

No disciplinary actions, including past or future actions, have been initiated against BGB Design Group.

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Arthur Guy ASLA, CLIA

President



Arthur Guy has over 40 years of landscape architecture and irrigation design experience; the previous 23 years as Principal with BGB. Among multiple duties, Mr. Guy directs a comprehensive approach to irrigation design the firm and serves as the technical liaison pertaining to water management issues which arise during the planning, design, and implementation phases of projects. Mr. Guy's knowledge of horticulture extends from high desert to tropical bioregions, enabling him to effectively design planting and irrigation systems appropriate to individual environmental requirements. Additionally, Mr. Guy provides landscape and irrigation plan check services relating to the City of Rancho Santa Margarita's Water Conservation Landscape Ordinance. Recent completed projects include the Oak Canyon Nature Center, Anaheim, providing educational exhibits, elevated wood walkway for ADA accessibility, stage and amphitheater improvements, and the San Marino Center renovation project. Current streetscape projects include Manhattan Beach Blvd, City of Redondo Beach, Artesia Blvd. and Redondo Beach Blvd. for the City of Gardenia and Newport Blvd medians and adjacent landscape setbacks for the gateway to the City of Newport Beach.

Representative Projects

Railroad Corridor Pedestrian Beach Trail
City of San Clemente, Ca

BGB was the prime consultant for this $15M multi-phase oceanfront project. The 2.5-mile trail is located at the base of the oceanfront bluffs that run the entire length of the City. Features included bridges, handicap accessible ramps, beach access facilities, native landscaping, signage, public art and pedestrian accent areas.

Mr. Guy was the leader for this large team of consultants during the eight-year planning and design phases of the project. In addition, he was the primary contact person for all governmental agencies that were involved in processing (including the City of San Clemente, Caltrans, the Southern California Regional Rail Authority, the California Coastal Commission, etc.). This project received an Award of Excellence by the American Planning Association and a Merit Award from the American Society of Landscape Architects.

San Marino Center
City of San Marino, Ca

This public meeting venue built in 1952 will be fully renovated to meet current programming, seismic and technology needs while visually connecting to the aesthetic of the recently renovated adjacent Crowell Library. New outdoor spaces for gatherings and weddings have been designed, in addition to better connectivity between the Center and Library. Existing turfgrass is replaced with native and drought tolerant landscape was designed to complement the California Oak trees which dominate the property. Design was vetted through city staff and public renovation task force, and slated for construction in 2022.

Woodcrest Park
City of Fullerton, Ca

This 5 ac. park redevelopment project, was master-planned by BGB to shut down a frontage road transforming a portion of the road to a street scene skate park. Other improvements included improved parking, a new restroom building, play structures, basketball court, gazebos lighting and picnic facilities in addition to the renovation of the existing baseball field. Project was completed in 2019 with a budget of $1.8m.

Barton Park
City of Anaheim, Ca

This 5 ac. Park is a joint-use project with the adjacent elementary school to provide an all-weather trail to facilitate the school's "century walk program". Existing irrigation was modified in a temporary condition to maintain the central soccer turf during the 6-month construction schedule enabling a shorter delivery to the community. A new irrigation system was designed for efficiency addressing the 25% turf reduction desired by the City. A new restroom building, re-located softball field and Disney donated "Kaboom" play structures were included in the design program. Park was completed in 2019 with a budget of $1.4m.

Ole Hanson Beach Club
City of San Clemente, Ca

Project included landscape design for the recently renovated Ole Hanson Beach Club, originally built in 1928 by the founder of San Clemente. As a historic focal point for the town, the Beach Club is used for recreation activities as well as weddings and special events. The plant material selections included succulents and other drought-tolerant materials used in the 1930's, and the new irrigation system was designed to incorporate recycled water. Landscape was completed in 2017, under budget at $300k. This project marks the centerpiece of the 2.4-mile Coastal Trail and El Camino Bike Trail projects completed earlier by BGB.

Education
California State Polytechnic University, Pomona
Bachelor of Science, Landscape Architecture

Licenses
Registered Landscape Architect, California #2214Registered Landscape Architect, Nevada #488

Professional Memberships
American Society of Landscape Architects, Full Member
Irrigation Association, Full Member

Special Training
Certified Landscape Irrigation Auditor #81986

Irrigation Association

EPA WaterSense PARTNER

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Robert Borthwick ASLA

Senior Principal



Bob has a landscape architecture career spanning over 40 years. He has designed noteworthy public projects including parks, trails, historical waterfronts, scenic highway planning and canyon preservation. He has also designed a wide range of private housing and commercial developments.

His ability to achieve consensus in difficult situations, and the resulting completed projects, has brought credit to his firm and the profession of landscape architecture. Bob's clients include public agencies and developers, both domestic and international. He has been a dedicated instructor in landscape architecture and a respected community leader in causes that include open space preservation, restoration, trail planning, and town planning. His projects have received local, statewide, and national awards and recognition.

Professional Leadership

- Laguna Greenbelt Board of Directors
- Foundation for Sustainability & Innovation Board of Directors
- View Restoration Advisory Committee – City of Laguna Beach
- Open Space & Trails Committee – City of Laguna Beach
- Aliso Creek Corridor Planning Task Group – County of Orange

Representative Projects

Avalon Waterfront Urban Design Plan
City of Avalon, Catalina Island, CA

Bob Borthwick was commissioned in 1996 to design the refurbishment of Avalon's downtown waterfront area. The completed project included creating new "pedestrian–only" streets, plazas, and restoration/enhancement of paving, decorative walls, fountains, and historical artwork. Bob led the design for the project and facilitated all public workshops and presentations. The project received design awards from SCC/ASLA, the Los Angeles Business Council, and the Centennial Award from ASLA/National.

Laguna Beach Landscape & Scenic Highways Resource Document

Prepared an inventory of architectural and landscape features in approximately 35 neighborhoods and districts and provided design recommendations to identify and preserve the visual character of each district and the city's scenic highways. Received American Planning Association and SCC/ASLA awards.

Fullerton Multi-Use Trails
City of Fullerton, Ca

BGB completed planning and design for a series of local/regional multi-use trails in Fullerton. Projects included Hiltscher Trail, Bud Turner (Laguna Lakes) Trail, and Union Pacific Trail. User-groups included pedestrians, bicyclists, and equestrians. Features included bridges, seating/picnic areas, and native landscaping. Bob Borthwick managed these projects and led all public workshops

Los Pozos
Panama

Los Pozos is a 180-acre hillside site in Panama, developed as a sustainable custom-home equestrian community. The project was designed to respect the natural topography, utilize wind-generated electricity, enhance the natural creek flowing through the property, and utilize native stone and plant materials. Led by Bob Borthwick, BGB provided on-site recommendations and Design Guidelines for architectural and site development.

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Education

Bachelor of Science, Landscape Architecture

License
Registered Landscape Architect, California #1354

Professional Memberships
American Society of Landscape Architects, Full Member
Society of Architectural Historians
Lifetime Credential- California Community Colleges

Recognition

- Cal Poly Pomona Landscape Architectural Advisory Board – Past Chair and Emeritus Member
- ASLA/SCC – Public Stewardship Award
- Laguna Beach Beautification Council – Harry Lawrence Award of Excellence
- USC Graduate School of Architecture – Guest Critic
- UCLA Extension Dept. of Landscape Architecture – Guest Critic
- Cal Poly Pomona Dept. of Landscape Architecture - Guest Critic

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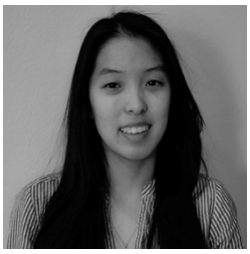
Nicole Nguyen, ASLA

Project Manager



Nicole Nguyen received her A.A. degree from Irvine Valley College in 2012 in Social and Behavioral Sciences. She transferred to Cal Poly Pomona and received her B.S. degree in Landscape Architecture from Cal Poly Pomona in 2016. As a graduating student, Nicole received the prestigious Howard O. Boltz Memorial Award, the 2016 ASLA Student Honor Award, and the 2015 Don Brinkerhhoff Scholarship. She was a Student Teaching Assistant in studio classes for design professors.

In addition, Nicole was president of the student ASLA Chapter, and after graduation was elected to the Executive Board of the Southern California Chapter of ASLA. She currently serves on the Cal Poly Pomona Professional Advisory Board. Nicole is a skilled photographer, is highly proficient in all aspects of landscape architecture, and is a valuable member of our BGB staff.

Representative Projects

Julianna Park
City of Anaheim, Ca

As job captain, Nicole coordinated public outreach, interfaced with city staff and executed the construction design package under the guidance of principal management. This $1M project was completed in 2021.

Oak Canyon Nature Center
City of Anaheim, Ca

Nicole was instrumental in the management of this environmentally sensitive oak woodland environment. ADA access was the prime driving force to navigate park goers from parking to educational exhibits and a renovated amphitheater. Nicole was the primary face interacting with our graphic designer, exhibit consultant, accessible access consultant, civil, structural, and electrical engineers, coupled with meeting the desires of park and community services staff. The $1M park improvement project was completed in 2024.

Crystal Cove Historic District
State of California Parks

The BGB team was contracted by the Crystal Cove Conservancy resulting from previous coastal work for the City of Avalon, Front Street project and the San Clemente Coastal Trail. The scope consisted of renovating the remaining (17) northerly cottages of the historical district, now owned by the CA State Parks. Nicole was fastidious in the development of the construction documentation to meet the level of scrutiny demanded by this historical renovation. All landscape and hardscape had to match the site from a pre-1960 perspective. Renovation work is ongoing of this $26M project with the initial (8) completed cottages delivered for public use in 2024.

Pacific Drive Park
City of Fullerton, Ca

Nicole was involved in this 1.5 ac park renovation from the conceptual through construction documentation which included new play structures, shade structure, new basketball court and exercise stations. Nicole managed and coordinated the construction drawing package and interface with civil and electrical engineers and city staff. This $1M park renovation was completed in 2021.

Yorba Linda Town Center
City of Yorba Linda, Ca

As project manager assisting principal management for this multi-phased project, Nicole navigated the project from conceptual design to construction documentation interfacing with the civil engineer staff to fine tune storefront relationships, maintaining continuity to the overall streetscape masterplan.

Sapphire and Dahlia Residential Tracts, Trumark Homes
Rancho Santa Margarita, Ca

Over the past several years the Rancho Mission Viejo master planned community has been an incubator for high level planning and developer construction that has evolved in a six-step submittal process navigating through RMV and County requirements. Nicole is highly skilled with the intricacies of changing requirements with demanding schedules. Nicole now manages all aspects of the design through approvals and construction observation developing punch lists for these multi-phased developments.

Starbucks Coffee Franchise Renovations, Valerio Architects
Various California Cities

This expanding franchise has many projects from renovations of existing facilities to ground-up construction. Each commission is generally on a very tight schedule requiring prompt preliminary design delivery with short notice. Nicole has set up systems to develop preliminary and construction design packages meeting the needs of the architectural prime to meet these demanding schedules.

Education

California State Polytechnic University, Pomona
Bachelor of Science, Landscape Architecture, 2016

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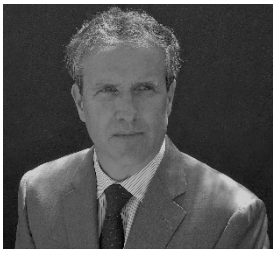
Paul Bettenhausen, RLA

Consulting Design Principal



Paul Bettenhausen graduated Summa Cum Laude with an undergraduate degree in Landscape Architecture from the Ohio State University and subsequently earned a graduate degree in Architecture from the University of California Los Angeles in 1990. After graduation Mr. Bettenhausen joined the design and planning departments of several renowned Los Angeles architectural and planning firms including Gruen Architects, RTKL, CTH International and MCG Architects. He joined BGB Design Group, as Director of Design in 1999.
Mr. Bettenhausen's experience ranges from a 2 block downtown mixed-use redevelopment project in Old Town Tustin (Prospect Village), to a 4 block urban redevelopment project in Huntington Beach, CA (The Strand), to a 700-acre sea coast planned community thirty miles south of Tangier, Morocco (Tinja), to a 17 city block landscape and infrastructure master plan for a new mixed-use business and residential district and independent economic zone project in Dubai, UAE (Bawadi).

Paul has experience with a broad range of project types including health care, retail, entertainment / theme-park, mixed-use, single and multi-family residential, transit, hospitality / resort, cultural, civic, campus, port / harbor, and recreational / sports.

Representative Projects

Chelsea / Manhattans
Lennar, Irvine, CA

Design of luxury loft townhome projects in the community of Central Park West, including plaza, courtyards, pedestrian arbors, stairways, and related enhanced hardscape elements.

St. John's Health Center
Ewing Cole, Santa Monica, CA

Lead and managed the design of the hospital's expansion including the main entry and 'event plaza' that fronts on Santa Monica Blvd.

The Strand
CIM Group, Huntington Beach, CA

Designed streetscape, plazas, second floor terraces and hotel courtyard for a 2 block downtown mixed-use project. Program consisted of 68,000 s.f. of ground floor retail/restaurant, with a 3-story hotel and leased office space above, all built atop a subterranean public parking garage

Mohali Hills Master Plan
Emaar MGF, New Delhi, India

Lead the landscape master planning, entry designs, etc., for this 750-acre site located in New Dehli, India. The project included three townships created as one community with single and multi-family residential neighborhoods.

Mivida Parcels 46 & 47
Emaar, Cairo, Egypt

Provided site planning and landscape architectural design for two Community Center parcels in a master planned community in Cairo.

Tinja
Tangier, Morocco

Urban design and landscape architectural design for two mixed-use projects located on two blocks within the urban renewal area of the city's historic port.

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Education
Master of Architecture
UCLA 1990
Bachelor of Science in Landscape Architecture
Ohio State University 1978

Licenses
Registered Landscape Architect, California #2021
LEED-GA

Professional Memberships
American Institute of Architects, Associate Member
Board of Directors, Congress for New Urbanism

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH BREEN DESIGN GROUP

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **BREEN Design Group,** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - Architecture and Landscape Architecture

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9, 2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the

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services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by

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this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall

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be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	Breen Design Group 3825 Del Amo Blvd Torrance, CA 90503 Attn: Paul Breen Owner/CEO

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – BREEN Design Group

Paul Breen
_____
Name

Sign: Paul Breen
Title: CEO/President

Desmond Mahony
_____
Name

Sign: Desmond Mahony
Title: COO

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference. In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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June 13, 2024

Presented to:

City of Gardena
Public Works Department

GENERAL ENGINEERING DIVISION
ARCHITECTURE AND LANDSCAPE ARCHITECTURE (RFQ)
ON-CALL PROFESSIONAL SERVICES



On-Call Architecture and Landscape Architecture Design Services

BREEN DESIGN GROUP

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3825 Del Amo Boulevard
Torrance, CA 90503
Tel: 310 464 8404
www.breendesign.com

June 13, 2024

City of Gardena – Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
ATTN: Kevin Kwak – Assistant Public Works Director

Reference: ON-CALL ARCHITECTURE AND LANDSCAPE ARCHITETCURE SERVICES
REQUEST FOR QUALIFICATIONS

Dear City of Gardena,

Breen Design Group (BREEN) is pleased to present our **Statement of Qualifications** for your consideration to provide on-call **Architecture and Landscape Architecture** design and construction administration services as needed to support the various requirements of the **City of Gardena** as outlined in the RFQ.

As a full-service Architecture and Engineering firm with extensive experience in design of new construction, modernization, renovation, building expansion, service upgrades, equipment replacement, condition assessment reports, building electrification, net zero energy and general consulting work, we feel **BREEN** is well suited to provide the high level of service, quality and experience necessary to complete the various tasks needed by the City.

BREEN has been in business for over 26 years and has licensed professionals covering Architecture, Mechanical, Electrical (including low Voltage), Plumbing, Civil and Structural Engineering services in our main office located in Torrance.

We have included **Cornerstone Studios Inc** based in Santa Ana as our sub-consultant for Landscape Architecture project. They are a well-established firm specializing in the outdoor built environment and will be the perfect design partner for the **City of Gardena** various project needs.

As the Chief Operating Officer at **BREEN**, I personally pledge our team's commitment to delivering a quality service in line with the City's expectations. I will be the main point of contact and will be supported by the various department heads and specialists within the firm to match the task outlined in the RFQ.

I have read and understand the RFQ document, including the sample Consultant Agreement and our response to this request complies with all criteria, including the insurance requirements. We have the resources available to meet the various needs of the City and look forward to being of service.

If you have any questions, please contact me directly at (310) 464-8404 or by email at dmahony@breendesign.com

Most sincerely,

Des Mahony, P.E.
Chief Operating Officer

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SECTION A
INTRODUCTION

Why Hire us?

The **City of Gardena** should consider hiring **BREEN** for professional on-call **Architecture and Landscape Architecture Design Services** for the following reasons:

1. We are a local resource for the City, our office is **5.2 miles** from Gardena City Hall
2. We can be on site to most parts of the city within 30 minutes
3. We have been in business for over 26 years
4. We have in-house, licensed Architects and Engineers (MEP, Civil, Structural)
5. We design using the latest technology (AutoCAD, Revit, Bluebeam) for our drawing design software
6. We are capable of working on large and small projects, of various types and configurations
7. We have extensive experience in a variety of civic project types
8. We have existing on-call contracts with neighboring City of Carson, City of Torrance, Lawndale Elementary School District and El Camino College
9. We have partnered with a highly qualified Landscape Architecture firm for this pursuit
10. Some of our staff reside in the City of Gardena
11. Did we mention that we are a local firm based just 5.2 miles away?



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Services Provided

Architecture & Design
Project Programming
3D Renderings
Floor Plans
Site Plans
As-Built Services
Space Planning and Interior Design
Code Compliance and Regulatory Processing
Project Management
Construction Administration

Civil Engineering
Site Development Design
Grading and Paving Design
Parking Area Design
Transportation Planning
Storm Water Management Systems
Hydrologic Investigations
Storm Water Permitting
Low Impact Development (LID)
Public Improvements – Roads & Drainage
Design of Underground Utilities
Path of Travel

Structural Engineering
Seismic Evaluations
Upgrades of Existing Buildings
New Building Design (wood, concrete, steel...)
Equipment Supports and Seismic Anchorage
Structural Alterations and Modifications
Property Condition Assessment Reports
Structural Peer Review
Seismic Risk Assessment

Commissioning
LEED Fundamental Commissioning
LEED Enhanced Commissioning

Mechanical / Plumbing Engineering
Heating, Ventilation, and Air Conditioning
Boiler Plant Design
Fuel Storage and Distribution
Energy Management and Control Systems
High Temperature Hot Water and Steam Systems
Title-24 Calculations and Analysis
Energy Modelling
Existing Systems Analysis and Building Retrofit
Equipment Replacements and Upgrades
Central Refrigeration Systems
Engineering Reviews
Due Diligence Reports
Hot and Cold-Water Distribution Systems
Waste and Vent System Design
Natural Gas Systems
CNG Plant Design
Computational Fluid Dynamic (CFD) Modelling
Fire Protection (Sprinkler) Design
Special Systems (Pyrotechnics)

Electrical Engineering
Building Load Analysis
Main Switchgear Design
Lighting Design and Controls
Power and Signal System
Medium and Low Voltage Distribution Systems
Special Power Systems
Grounding
Standby and Emergency Power Systems
Telecommunication / Low Voltage Design
Fire Alarm and Security Systems
Title-24 Calculations and Reports
Engineering Reviews
Due Diligence Reports
Photovoltaic System Design
Battery Storage

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FIRM PROFILE

Cornerstone Studios, Inc. (CSI), a California corporation established in 1998, specializes in landscape architecture, park planning, urban design, and resource analysis. It is a Minority, Disadvantaged, Underutilized, Small, and Community Business Enterprise (MBE, DBE, SBE, CBE) certified by various public agencies.

Cornerstone Studios is a professional services firm whose projects encompass a wide range of the built environment, with emphasis on outdoor improvements, park and recreation areas, transportation facilities and streetscapes, schools and athletic fields, commercial and urban sites, housing and hospitality design, healthcare, civic facilities and community centers.

As a design-oriented firm, the principals believe successful projects are created when all involved are committed to a full partnership in the creative process. Their goal is to bring the collective experience of the client, the users, and the design team to bear on each project. Their approach encourages close interaction and exchange of ideas while ensuring that the project is managed within the allotted budget and time. This is accomplished by engaging experienced individuals and by using the latest technology to convey the design in a clear and accurate manner.

TYPES OF SERVICES

Landscape Architecture
Park Planning
Urban Design
Resource Analysis

YEAR FOUNDED

1998

FORM OF THE ORGANIZATION

S Corporation

FIRM CERTIFICATIONS

DBE #12970 (Caltrans)
SBE #2011 (MTA)
DIR #1000030830
SB #23672 (DGS)

PROJECT OFFICE LOCATION

951 E Santa Ana Blvd.
Santa Ana, Ca 92701
Tel: (714) 973-2200
Fax: (714) 973-0203

MAIN CONTACT

Jeff Woo Kim
Principal
(714) 973-0368
jeff@csstudios.com

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SECTION B
FIRM QUALIFICATIONS AND EXPERIENCE

Details

Official Company Name:	Breen Design Group, Inc
Location:	3825 Del Amo Blvd, Torrance, CA 90503
Business Type:	Incorporated in California – S Corporation
Federal Employer ID #:	87-0740698
Torrance Business License:	BL-LIC-001716
Phone #:	(310) 464-8404
Fax #:	(310) 464-8408
Date The Firm Was Established:	PA Breen & Associates 1997 – 2004 (Sole Prop) PA Breen & Associates, Inc. 2004 – 2006 (S-Corp) Breen Engineering, Inc. 2006 – 2021 (S-Corp Name Change) Breen Design Group, Inc. 2021 (S-Corp Name Change)
Years In Same Service:	26 years
Partner 100% Ownership:	Paul A. Breen, P.E., C.E.M., LEED AP, BD+C, QCxP, CPD
Title:	CEO & President
Email Address:	pbreen@breendesign.com
Chief Operating Officer	Des Mahony, P.E., LEED AP (15 years with the Firm)
Email Address:	dmahony@breendesign.com
Chief Financial Officer	Dace Dabols-Reimanis (26 years with the Firm)
Email Address:	dace@breendesign.com
Official Hours of Operation:	7am – 6pm (Monday – Thursday), 8am – noon (Friday)
DIR Registered:	PW-LR-1000634566

In-House Disciplines

Architecture & Design • Mechanical / Plumbing Engineering • Electrical Engineering • Low Voltage
Civil Engineering • Structural Engineering • Commissioning • Construction Administration

Summary

BREEN Design Group (BREEN) is a certified Small Business Enterprise A/E firm, providing Architectural, Civil, Structural, Mechanical, Electrical, Plumbing, Technology Consulting, and Fire & Life Safety engineering services for the built environment. Based in Torrance, **BREEN** has built strong relationships with government agencies and municipalities, school districts, community colleges, top academic institutions, developers, and contractors. Since 1997, BREEN and its staff, have provided innovative design throughout Southern California, across the U.S. and around the world.

Our hands-on multidisciplinary staff are local to the Los Angeles area. While our standard office hours are 7:00 a.m. to 6:00 p.m., Monday through Thursday and 8:00 to 12:00 noon Friday, designated project staff will be available to field emergency calls outside of normal working hours if necessary.

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Firm Background and Experience

Over the **26 years** of being in business our firm has served agencies such as the LAUSD, LACCD, Lawndale Elementary School District, City of Carson, and City of Torrance directly and through on-call contracts. We have worked for many school districts via sub-consultancy agreements with architects and contractors, often leading them through the approval process with the Division of the State Architect and other agencies and AHJ's.

BREEN began business as a Mechanical / Plumbing Engineering firm in 1997. The company soon added an Electrical division and we moved to our first office. In 2004, we welcomed our new Civil department and incorporated the business. Growth continued, and the company relocated to our Headquarters in Torrance, California. Within a couple of years, we had added a Structural Department.

In January 2017, **BREEN** brought on board a licensed Architect and created our Architectural department to address our clients demands for a more comprehensive service. With all key disciplines under one roof, we have successfully provided select clients with a one-stop Architecture and Engineering package, taking care of the project coordination in house.

History Summary

- PA Breen & Associates 1997 – 2004 (Sole Prop)
- PA Breen & Associates, Inc. 2004 – 2006 (S-Corp)
- Breen Engineering, Inc. 2006 – 2021 (S-Corp Name Change)
- Breen Design Group, Inc. 2021 (S-Corp Name Change)

BREEN is a certified Small Business Enterprise with a total of **27 permanent staff members** plus associates, consultants and independent contractors as needed, all located in our Los Angeles (Torrance) office. Each department is staffed with talented and resourceful licensed Architects, Engineers, designers, and support staff to ensure that we deliver an efficient and personal service to our clients.

We have fully transitioned our project files and software to the cloud, allowing our staff in both offices to access our workflow product anywhere in the world that has access to the internet. This is supported by our in-house Cloud Architect and 24/7 technical support staff.

Our Strength

Our strength lies with our staff. We employ a mix of seasoned professionals, engineers, designers, project managers combined with junior staff that are just starting their career. Our licensed Architects and Engineers have years of experience and talent and can creative solutions to the most complex of problems.

We work for developers, building owners, HOA's, general contractors, school districts, private enterprises, space exploration companies, hotels, manufacturing companies, federal, state and local government entities. We have experience working on a wide variety of project types, including offices, apartments, high-end condominiums, student housing, military bases, parks, retail stores, schools and colleges, civic buildings, medical offices, state hospitals, high rise towers, new housing developments, net-zero solar PV systems, historic restoration and adaptive reuse projects.

We have the technical ability and resources to help the **City of Gardena** achieve their objectives and goals, regardless of size, location and complexity of the project.

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Project Delivery (Project Approach and Avoiding Errors)

BREEN Design Group (BREEN) is uniquely formed to address our project understanding for this on-call contract with the City of Gardena. Our firm's Architecture and Engineering departments are nimble, with a variety of expertise and skill sets, and is located in the heart of the city. We can be on site within 30 minutes if necessary and have the talent and number of staff to successfully meet project goals both large and small and assist in augmenting Public Works staff.

BREEN staff are well versed and comfortable representing the City in public workshops, hearings and council and commission meetings. We pride ourselves on being good listeners first, and consider all opinions with thoughtfulness and without judgement, recognizing that design and construction in the public realm must weigh a vast variety of points of view.

Our primary purpose is to serve the City and its tax paying residents, to bring them the best built environment possible, whether it be recreational, community oriented, office, residential, roadway or industrial. We are prepared to execute "green street" projects, ball field upgrades, historic building rehabilitations, natural gas vehicle facilities, storm water infrastructure, carbon net zero projects, parks, median upgrades, building renovations and new construction.

If needed, we can add strategic partners to our on-call services (if awarded), giving the City access to specialty consultants as well, including cost estimators, geotechnical engineers, and surveyors. This nimble quality will get the **City of Gardena** a consistent, dependable team to execute feasibility studies, sustainability analyses, project budgeting and estimating and design & construction documents.

As with any set of documents, errors can occur. Our approach to this is to attack the problem head-on and come up with solutions to the problem that will limit time and cost to the project. We keep the same people on the project from start to finish, creating project continuity throughout the process, so when a decision is made that causes the error to occur, it is easier to back-track and find out what went wrong. We also carry out quality checks on the work before it leaves the office by personnel that are not directly related to the project. This helps to keep our errors to a minimum and keep our reputation in good standing

Project Approach

We begin our projects with a kick-off meeting to introduce the **BREEN** team (and its consultants) and gather the **City of Gardena** key stakeholder's description of the project and suggest an early site visit to see first-hand the key components and critical issues. The **BREEN** group of in-house Architects and Engineers is specifically chosen based on their knowledge, abilities, and experience with regards to Civic projects and public settings. Our Chief Operating Officer, **Des Mahony**, will be part of the project team from receiving the RFP, through to close-out. He is a vital resource for contract reviews and helps form our work plan and staffing to best meet the City needs.

Our Architect-in-charge, MEP, Civil and Structural engineers, along with our specialist Landscape Consultant will be our core group to clearly identify the scope of work between disciplines and what roles and responsibilities each have. After that comes the legwork where we further our familiarity with the project area sites. Below is our general vision of workflow and tasks for the array of potential projects that may come up during the on-call contract.

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Project Work Plan

1. Programming and Field Investigation

After reviewing and identifying project objectives, we initiate a kick-off meeting with all associated **City of Gardena** parties to discuss the project. This allows us to prepare the program document and establish the following items:

- Site visits with City representatives to familiarize themselves with the project site layout and utilities that may affect the project.
- In-depth review of any provided Programming Reports and Geotechnical report, as well as the topographic survey for any new construction or surface parking lot or path of travel.
- Outline the project requirements and needs both in narrative and graphic format.
- Initial site investigation report with recommendations and proposed criteria and solution(s).
- Establish Owner Project Requirements (OPR) and Basis of Design (BOD) documents.
- Identify project team and create matrix of task and scope and assign resources and project directory.
- Define milestones (SD, DD, CD, Plan Check/Bidding and Construction Admin), deliverable dates, and preliminary budget costs.
- Identify project constraints, potential irregularities, unforeseen conditions which may drive selective demolition, other risks and a plan for alternative approaches or solutions.

2. Schematic Design Phase

Having gathered the initial project data and client objectives, our Architectural team will prepare the physical requirements and relationships of all the required building spaces and components, code analysis, calculate total building square footage and establish the project budget, as well as the project schedule and occupancy dates.

Schematic Design deliverables include initial floor plans, building elevations, massing diagrams, 3D models and interior and exterior finishes, materials and colors. We include a complete description of building systems (structural, mechanical, HVAC, plumbing and electrical), and location of all major items of equipment, utility rooms, risers and plant spaces.

3. Design Development Phase

Once the program & SD documents are approved by the City, **BREEN** starts the Design Development phase and secures the key design elements to meet the program. We will identify key infrastructure that may be affected by the proposed scope of work, i.e., underground and above ground utility conflicts, paving, landscape, Fire Department, power requirements and identify and long-lead time items or regulatory review challenges which may impact schedule and budget.

With these key items, we will initiate regular meetings or talks with the agencies having jurisdiction on the projects to address potential issues with code compliance. We prefer to mitigate any surprises and anticipate the required scope of work early on. This may entail preliminary review processes with Public Works if there are 'grey' areas in aspects of the plan reviews. Having early discussions with the regulatory agencies often avoids any major changes on the project.

Communication is one of our core values and we will develop the protocols for chain of command with the City. Pre-determined design meetings will be held regularly with the project team to keep the progress in-check and will be held virtually on a weekly or bi-weekly basis. Typical milestones with City reviews include 50%DD and 100%DD with fully coordinated drawings are issued for review via PDF file exchange.

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4. Construction Document Phase

Having all the major disciplines under one roof places **BREEN** in a unique position. Interoffice collaboration is efficient and real time coordination helps us keep the project on track and everyone talking to each other. It also places a shared responsibility within the team to provide Construction Documents that are in alignment with the City's budget, schedule, and scope. Project program will be updated to ensure the project meets City budget parameters prior to bidding. **BREEN** will continue to hold regular weekly or bi-weekly meetings with the project team as well as coordination meetings and designated action items as part of our QA control. Typical milestones with City reviews include 50%CD, 90%CD and 100%CD.

5. Agency Review

Meetings with the City and local utilities (Edison, SoCal Gas Co, Golden State Water and Metropolitan Water Department) early in the process helps ensure a smooth approval process. We view the Agencies as partners in the project and we take an active approach to securing plan approvals and certification through detailed documents and formulating trusting and symbiotic relationships. We have extensive experience in submitting projects to Public Works Divisions and local city AHJs for plan check and agency approvals.

6. Bidding/Award

Our philosophy once the project goes into bidding is to respond quickly to bidders' questions and be readily available to assist the City in issuing revised documents and addendums. Holding pre-bid conferences and thorough site visits is also recommended to engage bidders and have responsive, competitive bids.

7. Construction Phase

Time is always a key factor in any project, and we are aware of the importance of the project to be on schedule and work with timelines. Once the project goes into construction, we make this our priority to resolve any questions or conflicts and respond to any RFI's quickly.

Our core group, being familiar with the project scope at the start, will be involved in reviewing and approving submittals and shop drawings, responding to RFI's and performing the site observation visits. We also believe in partnering with all parties, the project manager, general contractor, City inspector, and establish a team player / non-adversarial approach beginning at the pre-construction meeting.

We also believe in the ZPL attitude, zero punch list, so that the project is completed in a timely manner. This is a win-win for all parties, and it creates a great project experience for everyone.

8. Project Closeout

We endeavor to update project closeout documents regularly throughout the project. We keep our original CAD files up to date to include any revisions and RFI responses so preparation of Record Drawings at the end of the project can easily be done.

We will also review the as built and handover documentation as prepared by the contractor (including warranties, testing and balance reports, maintenance manuals and spare parts) to ensure the City is provided with a comprehensive set of documents at the end of every project.

9. Post Handover

We are available to service our clients long after the project is complete, helping with any operational issues or assisting with moves and changes that may be required.

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SECTION C
KEY PERSONNEL AND EXPERIENCE

Key Personnel

The following is a summary of our key personnel and department structures within **BREEN**. Many of the leaders have been with the firm for a long time and bring a steady hand at guiding projects through the various stages of design.

The executive team of **Paul Breen** and **Des Mahony** are hands-on involved with the projects that come through our doors. Both are licensed professionals and have their stamps on the majority of MEP drawings that we produce. Other licensed team leaders also stamp and review drawings that that leave the office and therefore have a very keen interest in making sure the jobs are done correctly, meet code requirements and executed to our high standards.

Department Structures

Management Team

Paul Breen, P.E., QCxP (Owner and CEO) and **Des Mahony**, P.E. (Snr Vice President and COO) along with our Chief Financial Officer tend to handle the general day to day business operations and key decisions of the firm as well as keeping an active involvement with most projects that come through the doors.

Both Paul and Des come from a contracting background and have many years of practical design experience in mechanical and electrical systems across hundreds of projects between them. They are responsible for mentoring younger staff, for checking technical correctness of the designs, for making sure the designs meet our high standards and both have their stamps on the MEP drawings.

Paul Breen - California professional license number M32852

Des Mahony - California professional license number E20642

Architecture:

Celina Garcia, AIA, heads up our **Architecture** team. She is a very experienced, hands-on design professional with a long history of working on civic, educational and institutional building projects. Celina has a strong working knowledge of the various building codes and wraps her arms around every project that she is involved with.

Celina has a team of Job Captains, designers and CAD drafters under her watch and is an inspirational leader to all her team.

Celina Garcia - California professional license number C32852

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Mechanical, Electrical and Plumbing Engineering

Andrew (Andy) Beggs, P.E. manages the Mechanical, Electrical and Plumbing (MEP) Department and will be responsible for the timely delivery of all our MEP projects. Andy has a long history of leading teams, having worked for large corporations specializing in the design of complex controls systems. Andy is also a licensed Mechanical Engineer and is personally involved in Business Development as well as designing complex HVAC systems and advising clients on the best energy saving solutions for their buildings.

Andy is assisted by the following individual department heads: **Russell (Russ) Johnson** (Mechanical Engineering), **Salvador (Sal) Gutierrez**, E.I.T. (Electrical Engineering), and **Joper Tupas**, P.E. (Plumbing Engineering). All these long-term staff members have extensive experience in the design of complex buildings and systems for a wide variety of building types, and each one manages a team of designers and drafters under their leadership.

MEP designs can be done in AutoCAD 2D drafting or in Revit 3D BIM modelling.

Andrew Beggs - California professional license number M29259

Joper Tupas - California professional license number M35317

Civil Engineering

Evan Fernandez is our Civil Engineering department head. He has worked his way up the ladder within the firm, from intern to now leading the department. Evan is experienced in building related Civil design work, including grading, path of travel, underground utilities, stormwater management and Low Impact Development (LID) design. Evan manages a team of designers and CAD drafters for all our Civil related projects.

Structural Engineering

Our Structural Engineering department is headed up by **David Lee**, S.E., P.E. David has many years of designing structures using wood, steel and concrete materials, and preparing complex structural analysis calculations for California's unique earthquake prone environment. Some of Davids projects vary in size from designing complete buildings and structures, to preparing equipment anchorage details for the secure fastening of MEP related equipment. David's team include senior designer / job captain, junior designer and CAD drafters.

David Lee - California professional license number C70897 & S5881

Statement of Non-Disciplinary Action

As requested in the RFQ documents, we confirm that there are no disciplinary actions either pending, or presently against any of the Architects and Engineers mentioned above that are in responsible charge of projects.

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Key Personnel Bios



Paul Breen, P.E., QCxP
Owner / CEO
Mechanical Engineer

Paul provides mechanical and plumbing **technical oversight** to the projects and will be involved with any commissioning services that are required.



Desmond (Des) Mahony, P.E.
COO
Senior Electrical Engineer

Des is the designated **Client Manager** and will prepare fee proposals, agreements and will be point of contact for the City. Des is also electrical Engineer of Record.



Celina Garcia, A.I.A.
Architectural Department Head

Celina manages our **architectural** design services (Architect of Record) and leads the architect team on all design related issues.



Andrew (Andy) Beggs, P.E.
Director of MEP Engineering

Andy provides **technical direction** and management of all MEP disciplines and oversees the quality assurance process for all projects under his direction.



Russell (Russ) Johnson
Director of Mechanical Engineering

Russ provides technical direction and leads the **mechanical engineering** department. His strong point is designing solutions to complex air conditioning systems.



Salvador (Sal) Gutierrez
Director of Electrical Engineering

Sal heads up the **electrical engineering** team in providing design services for lighting, power distribution, building electrification and net zero designs.



Joper Tupas, P.E.
Director of Plumbing Engineering

Joper leads the **plumbing and fire protection** design team and is responsible for special systems design such as CNG, LNG and medical gases.



Evan Fernandez
Director of Civil Engineering

Evan provides **civil engineering** design services and oversees the quality assurance process for all civil related projects. Evan has extensive knowledge in grading, LID and Path of Travel solutions.



David Lee, S.E.
Director of Structural Engineer

David leads our **structural engineering** design services team (Engineer of Record) and oversee the **quality assurance** process for all structural projects.

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SECTION D
ORGANIZATION CHART

SENIOR MANAGEMENT



Des Mahony, P.E.
Vice President / COO



Paul Breen, P.E., QCxP
Owner / CEO



Dace Dabols-Reimanis
CFO

ARCHITECTURE



Celina Garcia, A.I.A.
Head of Architecture



May Enriquez
Job Captain



Anthony Benavidez
Job Captain

MEP



Andrew Beggs, P.E.
Director of MEP



Russ Johnson
Director of Mechanical Engineering



Salvador Gutierrez
Director of Electrical Engineering



Joper Tupas, P.E.
Director of Plumbing Engineering

STRUCTURAL



David Lee, S.E.
Director of Structural Engineering

CIVIL



Evan Fernandez
Director of Civil Engineering

LANDSCAPE ARCHITECTURE



Jeff Woo Kim, PLA, ASLA
Principal,
Cornerstone Studios

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SECTION E
SIMILAR PROJECTS AND EXPERIENCE

Project Examples – City of Torrance

Torrance Police Department

UPS Replacement / Upgrade

This complex project involved the replacement and upgrade of the existing Uninterruptible Power Supply system serving Torrance police critical call center and mission critical operations.

BREEN carried out on-site surveys to document the existing conditions and electrical circuit arrangement, prepared easy to read Construction Documents that outline the work needed to replace the equipment, including a step-by-step process that was needed to ensure down-time was kept to a minimum.

BREEN worked in partnership with the City engineers, the contractor and the stakeholders at the Police Department to ensure the work was well planned and executed without any hiccups.

Madrona Marsh Nature Center

HVAC Equipment Design

BREEN provided Electrical and Mechanical construction documents for the design of new HVAC equipment and electrical equipment connections for the Nature Reserve Center.

Greenwood Park

New Fire / Voice Alarm System

BREEN designed a new / replacement fire alarm system for the previous school buildings (now used as pre-school / day care center).

The scope of work included detailed survey of all the building areas and design of the new system that included smoke and heat detectors, voice alarm speakers and control panel that allows for voice commands to be broadcast over the system.

City of Torrance

Temporary Shelters

BREEN worked with the City engineers to design the electrical distribution system that powers the accommodation units for those in need of shelter.

Torrance Unified School District

Modernization Projects 2009-2011

BREEN provided various MEP, Civil and Structural Engineering services as a sub-consultant for multiple school upgrades across the City.

Schools included Bert Lynn MS, Calle Mayor MS, Seaside ES, South High, Walteria ES and Wood ES.

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Project Examples – Schools and Colleges

BREEN has been involved with California school districts since 2000. Our first CA school district client was Los Angeles Community College District and since then, we have built our reputation by providing excellent and responsive services. We work together to create holistic solutions for educational institutions to deliver creative and functional learning environments. We have led scores of projects through the DSA approval process, LEED accreditation, as well as delivering several award-winning facilities.

Community Colleges:

- Cerritos Community College District – Cerritos College
- Chaffey Community College District – Chaffey College
- Desert Community College District – College of the Desert
- Los Angeles Community College District
  - West LA College
  - LA Pierce College
  - LA Trade-Tech College
  - LA Valley College
  - LA South West College
- Mt. San Antonio Community College District – Mt. San Antonio College
- Pasadena Area Community College District – Pasadena City College
- West Hills Community College District – West Hills College Lemoore
- San Diego Community College District

Universities:

- University of California, Riverside
- California State University, Long Beach
- California State University, San Marcos
- California State University, Channel Islands
- University of Southern California

School Districts:

- Azusa Unified School District
- Beverly Hills Unified School District
- Glendale Unified School District
- Inglewood Unified School District
- Lawndale Elementary School District
- Lennox School District
- Little Lake City School District
- Long Beach Unified School District
- Los Angeles Unified School District
- Los Nietos School District
- Lynwood Unified School District
- Mountain View Schol District
- Reef Sunset Unified School District
- Santa Monica-Malibu Unified School District
- Torrance Unified School District
- Whittier City School District
- William S. Hart Union High School District

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Project Examples – Lawndale Elementary School District

Lawndale Elementary School District (LESD)
Will Rogers Middle School - Administration Buildings (Ongoing)

Project Fees: *Planning Fee: $16,000, Design Fee: $216,000, CA Fee: $43,200*

Project Timeline: *March 2021 – Present. Completion Due Dec 2024*

Contact: *Gretchen Janson, Ed.D - Deputy Superintendent of Business Services, (310) 973-1300 ext. 50026*

Contractor: *G2K Contracting Inc.*

Architect of Record: *Celina Garcia, AIA*

As part of our On-Call agreement with LESD, **BREEN** was awarded the contract design the expansion and upgrade of the main Administration Buildings J and K at the Will Rogers Middle School. Established in 1949 the Administration Buildings were due for improvements and realignment. Providing a safe, secure and healthy environment for the students and staff is a priority that the District is committed in delivering to its community.

The buildings' semi-circular shaped layout provides a dynamic layout in its site context, but now has limited space and no longer meets the school's current needs. **BREEN** provided original Architectural programming and space planning for the existing Administration Buildings J and K. The work involved evaluating the existing layout of two buildings, assessing current FF&E requirements, meetings with the district, school principal and other stakeholders, and proposed solutions to meet the school's current and future needs.

In the programming and space planning report, Building J is expanded to include student-teacher-counselor oriented spaces, emotional wellness, dining and work functions, health care team, a larger conference room and more adequate reception and secretarial space, remodeled teachers' lounge will and more organized teacher workspace. The scheme also takes advantage of underutilized outdoor space between for a new outdoor lounge.

Building K is expanded to become better equipped with increased lobby circulation, clerical space, re-designed physical health and nurse facilities, additional record storage, restrooms (public and private), senior administrator proximity, additional meeting space and improved campus sight lines for the Principal and Assistant Principal.

After the District approved the original Planning Design phase of the project, **BREEN** was further awarded the contract to prepare Construction Documents and design the expansion of Administration Buildings J & K. The concentric plan around the internal courtyard has established itself as a character-defining feature of the campus and our design enhances the original plaza space allowing for the radius walls to shift toward the street frontage, modifying and enhancing landscape, hardscape, student safety, circulation, parking, accessibility, public right-of-way and a fresh front facade.

As part of our scope, **BREEN** carried out extensive site surveys to determine the original field conditions, create as-built drawings and verify as-built information for MEP systems and structural elements as possible. We requested the school to do selective demolition to identify the existing structural system and components to allow us to properly address the addition, and design the structure accordingly.

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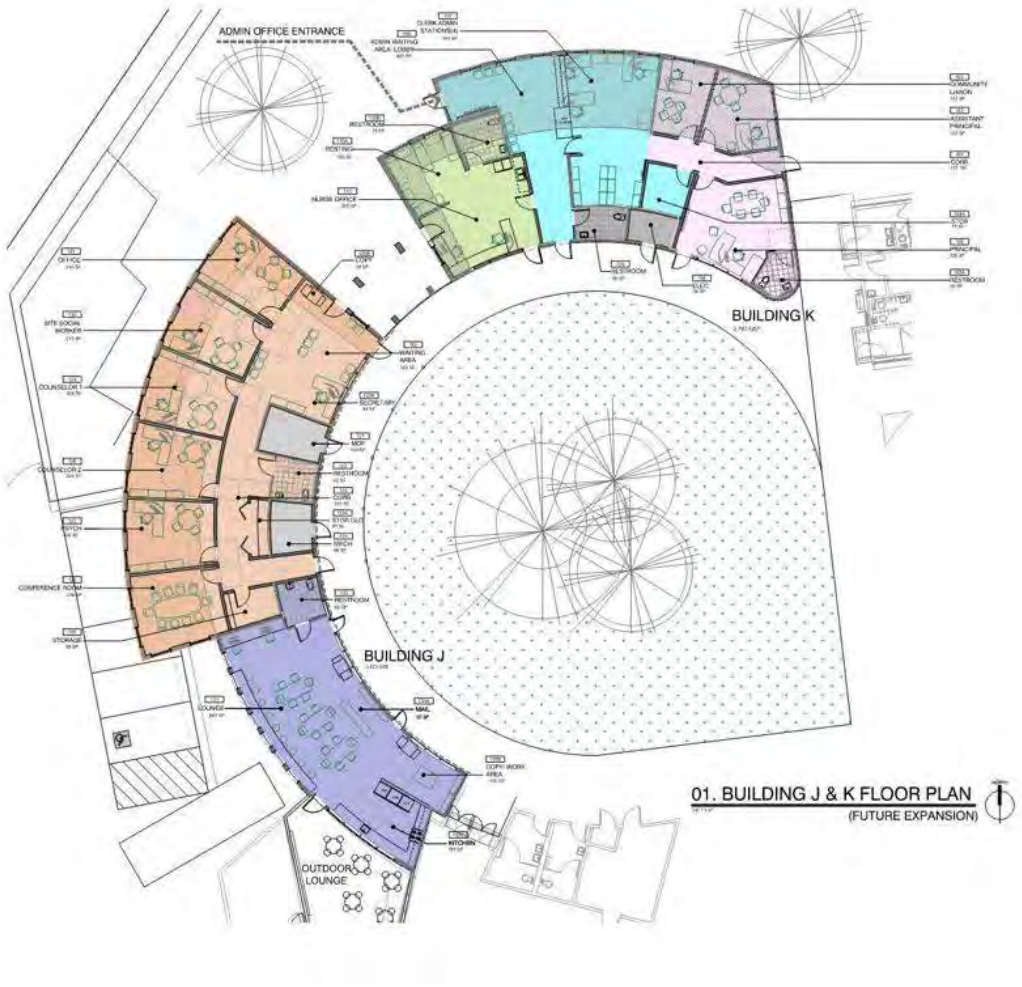
BREEN is providing Architectural, Civil, Structural, Mechanical, Electrical, Plumbing and Fire Protection Engineering services for the project using our in-house staff.



The project received DSA approval and is now in construction, with completion due end 2024

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Lawndale Elementary School District

Kit Carson Elementary School - Playground Shade Structure and Equipment Replacement (DSA)

Project Fees: *Total Design Fee: $22,000,*

Construction Value: *$460,000*

Contact Person: *Gretchen Janson, Ed.D - Dpty Superintendent of Business Services, (310) 973-1300 ex.50026*

Architect of Record: *Celina Garcia, AIA*

As part of our on-call Architect services, the project comprises the upgrades to two playground areas requiring, the removal of one (1) existing playground equipment system including safety surface, and the installation of new playground equipment system with poured in place safety surface in the existing play yard area, as well as adding a DSA pre-checked double shade canopy. The scope of work includes related ADA upgrades and new subsurface drainage and piping system.

Lawndale Elementary School District

William Anderson Elementary School - Playground Repairs and Replacement (DSA)

Project Fees*: Design Fee: $11,000, CA Fee: $2,200*

Contact Person: *Gretchen Janson, Ed.D - Dpty Superintendent of Business Services, (310) 973-1300 ex.50026*

Architect of Record: *Celina Garcia, AIA*

As part of our on-call Architect services, the project consists of three playground areas of varying shapes and play equipment. Our scope included the removal and replacement of existing playground safety surface in existing configuration and designing grading for new safety surfaces, connecting drainage to storm water piping. **BREEN** coordinated with play equipment vendor and obtained DSA approvals. Our team also provided in-house Civil engineering services for drainage and re-grading for ADA path of travel.

Lawndale Elementary School District

Lawndale Wellness Center (Completed December 2023)

Project Fees: *Design Fee: $48,000, CA Fee: $9,600*

Contact Person: *Gretchen Janson, Ed.D - Dpty Superintendent of Business Services, (310) 973-1300 ex.50026*

Architect of Record: *Celina Garcia, AIA*

As part of our on-call Architect services, the project consists of a new modular building Community Center with on-site building and amenities. The building includes multi-purpose learning room, offices, reception, prep area, and restrooms with an extended overhang and outdoor patio space. The project also includes bicycle parking, new entry gates, upgraded path of travel, bioswale and landscaping.

BREEN provided in-house Architectural, Civil, Plumbing and Electrical services, biddable construction documents, DSA approval and Construction Administration services.

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Lawndale Elementary School District

District Office Maintenance Shop - Stand-By Generator (Completed 2024)

Project Fees: Design Fee: $17,500, CA Fee: $ 3,500

Contact Person: *Gretchen Janson, Ed.D - Dpty Superintendent of Business Services, (310) 973-1300 ex50026*

Architect of Record: *Celina Garcia, AIA*

The project comprises the installation of a new emergency power generator to provide backup power to the existing Main Distribution Frame / Data Center room and the walk-in cold storage room, both located within the school district office warehouse.

BREEN provided in-house Architectural and Electrical Engineering services, biddable construction documents, DSA approval and Construction Administration services.

Project Examples – LACCD

Los Angeles Community College District (LACCD)

Biofiltration Project – Football Field (West Los Angeles College) (Ongoing)

Project Fees: *Design Fee: $81,000, Bid/Award/CA/As-Built Fee: $24,300*

Project Budget: *$1,100,000*

Contact Person: *David Bautista, College Project Director (WLAC): david.bautista@build-laccd.org*

Architect of Record: *Celina Garcia, AIA*

The Football Field Biofiltration Project at the West Los Angeles College campus is part of a campus wide storm water facility upgrades to comply with the requirements of the State Water Resources Control Board under the future Small MS4 Permit. This consists of designing a bio retention/bio filtration area that can accommodate the storm water discharge from the adjacent parking and football grandstand area. This resulted in a combined total of 11,600 square feet of biofiltration areas to mitigate storm water volume from the 1.7-acre site. The project also included designing for a 25-year storm event prior to discharging to offsite storm drain system that will eventually flow out to Ballona Creek.

Architectural scope covered design elements that would provide safety to pedestrian access, addressing affected stairs and ramps adjacent to the bioswale area and submission to DSA for review and approval. Our in-house Civil covered the design of the bioswale area. The project is currently in DSA review.

Our Low Voltage team added the design of infrastructure for 4 proposed emergency Blue phones for the project, including routing exterior conduits for the connection to the district network through the MDF/IDF and relocation of network equipment.

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Los Angeles Community College District (LACCD)

Biofiltration Project – Northwest Area (West Los Angeles College) (Ongoing)

Project Fees: *Total Design Fee: $140,000, Bid/Award/CA/As-Built Fee: $42,000*

Project Budget: $2,665,000

Contact Person: *David Bautista, College Project Director (WLAC): david.bautista@build-laccd.org*

Architect of Record: *Celina Garcia, AIA*

The Northwest Drainage Area Biofiltration Project within the West LA College campus is part of a campus wide storm water facility upgrades to comply with the requirements of the State Water Resources Control Board under the future Small MS4 Permit. The project consists of two separate biofiltration areas to mitigate the stormwater from the existing PE Building and impervious PE parking lots.

The 4.4-acre site involves removal of overflow parking spaces and re-grading to construct the combined total of 12,000 square feet of biofiltration areas. Approx 400 linear feet of new storm drainpipes will also be constructed to convey the treated storm water offsite.

Architectural scope covered the revised parking design layout, site elements that would provide safety to pedestrian access, address affected path of travel access, signage, and submission to DSA for review and approval. Our Civil team designed of the bioswale area, re-grading and related utilities. The project is currently in DSA review.

Los Angeles Community College District (LACCD)

Soccer Field Basin Dry Well Project (WLAC)

Project Fees: *Design Fee: $51,000Bid/Award/CA/As-Built Fee: $15,300*

Construction Value: $1M

Contact Person: *David Bautista, College Project Director (WLAC): david.bautista@build-laccd.org*

Dean J. Felton, Director of College Facilities, feltond@wlac.edu

Architect of Record: *Celina Garcia, AIA*

BREEN was retained for the Soccer Field Basin Dry Well Project which will utilize series of deep dry well systems as an enhancement to the existing soccer field stormwater detention basin as with the integration of dry wells stormwater and dry-weather runoff will be infiltrated into the ground.

The Soccer Field Basin Dry Well Project consists of integrating six (6) new dry wells into the western side of the existing soccer field and area just to the northwest of the soccer field behind the baseball field fence. The purpose of the dry wells is to capture and infiltrate stormwater runoff from half of WLAC campus. The drainage area of the project consists of approximately 36 acres of the WLAC campus. The completed project will provide stormwater mitigation and compliance under the future Small MS4 Permit for nearly half of the WLAC campus.

BREEN conducted Architect of Record duties for the project, coordinating site details, access and DSA applications. The project is currently in DSA review.

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Project Examples – LAUSD

Los Angeles Unified School District

Woodlake Elementary School (Paving, Greening and Path of Travel Upgrades – Woodland Hills, CA (2021)

Project Fees: *Design Fee: $271,106, CA Fee: $45,000*

Project Construction Cost: *$5,199,000*

Contact Person: *Hao To, P.E., LEED AP (LAUSD) (310) 991-8312*

Architect of Record: *Celina Garcia, AIA*

The project scope consisted of campus wide replacement of damaged pavement in the playground areas and providing site drainage to comply with LA County LID requirements. Incidental to the project are ADA site upgrades, parking repairs and remodel of the restroom building.

BREEN provided Architectural, Civil, Structural, Electrical and Plumbing design services, with coordination of Landscape Architect that included the playground design in which 'cool' pavement coating was used to mitigate urban heat island effect and provide a comfortable environment for the students.

Los Angeles Unified School District
Linda Marquez High School – CTEIG (2021)

Contact Person: *Anne Tait/ anne.tait@lausd.net*
Total Design Fee: *$36,604*
CA Fee & As-Built: *$7,320.74*
Architect of Record: *Celina Garcia, AIA*

BREEN provided Architecture, Mechanical and Electrical engineering design to convert a general lab/prep classroom to accommodate spectrometer equipment. The design includes modifications to the existing casework to fit spectrometer equipment, electrical and data upgrades and related venting requirements. We coordinated closely with LAUSD's design manager and equipment vendors for the liquid and gas spectrometer equipment. Once the utility requirements were defined, we surveyed the current infrastructure by reviewing as-builts and multiple visits to the site.

Team meetings were held to identify conflicts and potential issues were brought up to the District for clarification and direction. Project was reviewed to also comply with LAUSD's design guidelines.

The District utilized Bluebeam for project review and coordination with **BREEN** during the design process until all items were resolved. Project construction cost was budgeted at $100K such that it was determined by LAUSD to be a non-DSA project.

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Los Angeles Unified School District (LAUSD)

Palisades Charter HS - Underground Boiler Piping Replacement (Completed 2023)

Project Fees: *$173,352.54*

Project Construction Cost: *Est. in-house cost $1M*

Project Site Change Order (amount and percentage to original contract cost): *Unknown*

Contact Person: *Bumi L. Kristen, Architect, LEED AP: cp-bumi.kristen@lausd.net / 626.390.4806*

Project Timeline: *April 2018 – December 2022*

Architect of Record: *Celina Garcia, AIA*

This scheduled maintenance project consisting of replacement of underground utility piping for heating hot water, natural gas, domestic potable water and the installation of chilled water piping infrastructure for future campus cooling. The primary issue with the aging installation was the underground hot water piping network springing leaks on a regular basis, resulting in the heating system being shut down to carry out repairs. **BREEN** was tasked by LAUSD to design a replacement system that will avoid unnecessary and unscheduled shutdowns every time the system needed repairs.

We had multiple meetings with facilities engineers, project managers and school staff and performed site inspections and surveys to determine the existing field conditions. We provided LAUSD with our recommendations and site investigation report outlining the different approaches and possible solutions to the problem. The district agreed with our recommendation to keep with a centralized system and install new underground piping throughout for heating hot water, cold water and gas. We also recommended installing additional flow and return piping for future campus cooling, fed from a future chiller located in the corner of the campus. Each building was fed with a new gas line to an equipment room, allowing the district to switch to a decentralized heating system if they wish to in the future.

Our Architectural team lead the effort and coordinated our Civil, Structural, Mechanical, Electrical, Plumbing and Controls Systems Engineering services to fully document the design to decommission the existing piping and system components and design for new piping and equipment. Pipe routes were checked in the field to avoid known obstacles and coordinated across all disciplines. Clear engineering details, pipe routing, trench details, equipment anchorage, means of connection to each building and material selection were documented on the contract documents. We met with LAUSD stakeholders and our Construction Documents package was presented to the owner and their review team and after addressing their comments all disciplines were coordinated seamlessly prior to the documents being released for bid.

The final solution resulted in the phased replacement of old steel piping with heat-fused polypropylene piping that is insulative and corrosion-free. **BREEN** also proposed the use of granular insulation in lieu of conventional piping insulation to eliminate the need for expansion loops which causes potential leaks in the piping system long term.

BREEN provided Construction Administration support duties throughout the course of construction. Numerous issues were found as the contractor removed the original piping system, and several of our in-house engineering team visited site to resolve the issues as they arose.

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Project Examples – Residential



Mechanical and Electrical engineers for **The Ferrante Apartments** in Los Angeles. This 1200 unit apartment building is about to start Phase 3 of its construction program. The first 2 phases comprising approx. 800 units are completed and occupied. **BREEN** designed the extensive parking garage ventilation system to remove the main distribution ducting, replacing it with a jet fan solution. We prepared the Computational Fluid Dynamic models to prove our design med code requirements and achieved the same results, saving the owner a considerable amount of time and money.



Mechanical, Electrical, Plumbing and Civil engineers for the **Rose Avenue Apartments** in Venice. This 35 unit, LEED Platinum affordable housing project was recently competed for a local housing provider.

The first floor includes community rooms, support areas, administration spaces and offices for the housing provider.



Mechanical, Electrical and Plumbing design for the new mixed-use development at **219 Avenue I, Redondo Beach**. The project was completed in 2020 and designed by local Manhattan Beach architect Louie Tomaro. The project comprises exquisitely crafted 12 townhomes and single level collection residences that emphasize indoor-outdoor living. In addition, the building offers approximately 5800 Sq-Ft of commercial office and retail space.



BREEN provided full service Architectural, Civil, Structural and MEP engineering services for this new, mixed use, market rate development at **336 W 7th Street, San Pedro**. The building has 34 apartment units of various sizes, commercial space for office and restaurant use, below grade parking and roof terraces.

The building was completed in 2023.

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SECTION F
REFERENCES

References

The following references are for existing clients that we have provided work for over the last 5 years.

Nina Schroeder - Senior Business Manager - General Services Department
City of Torrance
3350 Civic Center Drive, Suite 201
Torrance CA 90503
310.781.7151
NSchroeder@TorranceCA.Gov

BREEN is currently providing engineering services to the **City of Torrance** on an as needed basis. Projects include new fire alarm replacement for educational / daycare facility, mission critical UPS replacement for Torrance PD, new HVAC for the Madrona Marsh Nature Center and design of electrical services for the temporary housing shelter project. **BREEN** has just been added to the City's pre-approved list of firms for on-call Architecture and Engineering services.

Gilbert M. Marquez, P.E.- City Engineer
City of Carson
701 E. Carson St.
Carson, CA 90745
310.952.1700 Ext. 1813
GMarquez@carsonca.gov

BREEN has a current on-call Architecture and Engineering services agreement with the **City of Carson** for as needed project work. We are currently working on the design of a new Transit Center at the Dominguez Hills University Campus with the City engineers as well as landscape improvements for city street medians.

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Karla Bertran - Director Maintenance and Operations
Lawndale Elementary School District
310.973.1300 Ext. 50098
karla_bertran@lawndalesd.net

BREEN has a current on-call Architecture and Engineering services agreement with **Lawndale Elementary School District** and has completed several projects with the District including playground improvements, new Wellness Center and the design of the new Administration Building at Will Rogers Elementary School, which is currently in construction, with completion due at the end of 2024.

Mike Soutar – Principal
Architects MSP
3575 Long Beach Blvd, Long Beach, CA 90807
562.427.5007
msoutar@architectsmsp.com

BREEN has provided mechanical, electrical, plumbing, civil and structural engineering services on dozens of projects with **Architects MSP** for over 12 years. Projects include public and private school upgrades, modernization, utility upgrades, fire alarm replacements, HVAC upgrades, new construction, playing fields, ADA path of travel.

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SECTION G
FEE SCHEDULE

Proposed Fees - Standard Hourly Rates for 2024

Our project hourly rates for projects where lump sum basis contract has not been agreed or where additional services are required, will be as follows. Unless otherwise stated, these shall be maintained throughout the term of the contract.

Personnel	Billing Rate
Principal	$300/hr
Department Head	$250/hr
Senior Architect / Engineer	$225/hr
Architect / Engineer	$200/hr
Job Captain / Project Manager	$175/hr
Architectural / Engineering Designer	$150/hr
Revit Drafter	$140/hr
Junior Architect / Designer	$135/hr
CAD Drafter	$120/hr
Project Assistant / Coordinator	$100/hr
Clerical	$90/hr

Reimbursable expenses shall be billed on the basis of cost plus 15%, unless prepaid by Client, for items such as the following:

- All sub consultants.
- Expenses incurred for plotting and printing for all drawings except for in house use.
- Fees paid for securing approvals of documents prepared by BEI, and its consultants, by authorities having jurisdiction over the Project. (Plan Check Fees)
- Fees and expenses for special consultants not included in the Scope of Work and for other services and data furnished on behalf of the Client.
- Expenses for express mail, delivery charges, reproduction of construction documents and technical reports.
- All travel and travel related expenses outside of Los Angeles and Orange Counties.

All compensation for professional services earned and reimbursable expenses incurred shall be due and payable monthly upon presentation of invoices. Client concurs that time is of the essence with respect to payment of these invoices, and that timely payment is a material part of the consideration of this Agreement.

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SECTION H
RESUMES

The following Resumes of key staff are included for reference.

Paul Breen, P.E., QCxP – Owner / Chief Executive Officer

Desmond (Des) Mahony, P.E. – Chief Operating Officer

Celina Gacia, A.I.A. – Head of Architecture Department

May Enriquez – Architectural Job Captain

Anthony Benavidez – Architectural Job Captain

Andrew (Andy) Beggs, P.E. – Director of MEP Engineering

Russell (Russ) Johnson – Director of Mechanical Engineering

Salvador (Sal) Gutierrez – Director of Electrical Engineering

Joper Tupas, P.E. – Director of Plumbing Engineering

Evan Fernandez – Director of Civil Engineering

David Lee, S.E. – Director of Structural Engineering

Jeff Woo Kim – Principal, Cornerstone Studios

Don Wilson – Principal, Cornerstone Studios

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Paul A. Breen, P.E., C.E.M., LEED AP, BD+C, QCxP, CPD
President & CEO
pbreen@breendesign.com | www.breendesign.com
310-464-840



Education
Diploma, Building Services (Mechanical)
Southwark University, London, UK

Professional Registration
Mechanical Engineer,
State of California, #M30533

Mechanical Engineer,
State of Nevada, # 029486

Qualified Commissioning Process Provider (QCxP)

LEED AP

Certified Energy Manager (CEM)

Certified Plumbing Designer (CPD)

Professional Affiliations
Member ASHRAE

Experience
BREEN Design Group, Torrance, CA
CEO/President, 1997 to Present

Brown & Holland LLC, Los Angeles, CA
Owner/Partner and Chief Operating Officer, 1996 - 1997

Russell A. Holland & Co,
Los Angeles, CA
Vice President: 1995 - 1996

Frederik, Russell, Brown & Associates,
Encino, CA
Senior Design Engineer: 1992 - 1995

Rosser & Russell Building Services,
London, England
Design Engineer: 1989

Paul is a licensed Mechanical Engineer with over 30 years of professional experience. Paul originally worked as a plumbing contractor in London, England where he learned his trade and transitioned into an engineering leader, holding several professional mechanical engineering positions before relocating to the United States for career opportunities in 1992. He founded P.A. Breen Associates in 1997 and in 2004 the company changed its name to BREEN Engineering, Inc. In 2017, an Architectural department completed the company's transition to a full A/E Firm, BREEN Design Group in 2022.

Paul has a hands-on client-centric approach to the projects in the office, bringing leadership and technical knowledge in both plumbing and mechanical engineering. Paul has worked on many projects across the United States, bringing value and experience from the start of design, through to final completion.

Project Experience
City of Roseville: Shop Retrofits for CNG Vehicles, Roseville, CA

City of San Mateo: Vehicle Maintenance Facility CNG Retrofit, San Mateo, CA

Chimbole Cultural Center: New Build, City of Palmdale, CA

Hilton Garden Inn: MEP Property Condition Assessment, Fremont, CA

Seattle Airport Marriott: Boiler Assessment, Seattle, WA

Villa Florence Hotel: MEP Assessment, San Francisco, CA

Villa Florence Retail Space: MEP Assessment, San Francisco, CA

Fort MacArthur Building 403 Community Center: Seismic Strengthening, San Pedro, CA

Customs and Border Protection/USPS IMF: Tenant Improvement, Torrance, CA

P612 Hangar 34 Point Mugu Naval Base: Fire Sprinkler, Point Mugu, CA

FORT MacArthur: Dorm Building 33 Renovation, San Pedro, CA

Los Angeles Air Force Base : Buildings 270-272, El Segundo, CA

LAUSD: Linda Marquez High School: Remodel, Los Angeles, CA

Torrance Unified School District: Multiple School Site Upgrades, Torrance, CA

Glendale Unified School District: Multiple School Site Upgrades, Glendale, CA

Chadwick School Center: Renovation and New Build, Palos Verdes, CA

Webster Elementary School: Fire Alarm Upgrade, Malibu, CA

Fenton Primary School: New Charter School, Glendale, CA

Jordan Downs Phase 2 & 3: New Affordable, Los Angeles, CA

Rosa de Castilla Apartments: New Multi Family Development, Los Angeles, CA

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Des Mahony, P.E., LEED AP
COO / Vice President
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310-464-8404



Education

BEng., (Honors), Energy Engineering
South Bank University, London, 1996

BSc., Building Services Engineering, Electrical
South Bank University, London, 1994

Professional Registration

Electrical Engineer, State of California #E20642

Electrical Engineer, State of Nevada #029409

Electrical Engineer, State of Arizona #76223

Professional Affiliations

Member ASHRAE

Experience

BREEN Design Group, Torrance, CA
- COO, August 2022 to Present
- Vice President, 2017 to Present
- Director of Building Systems, 2010 to Present
- Director of Electrical Engineering, 2008 - 2010

Mahony Consulting Ltd., Wellington, New Zealand - Owner/ Director, 2006 - 2008

Hyper Consulting Middle East, Dubai
Senior Project Engineer, 2004 - 2006

Beca, Wellington, New Zealand
Senior Design Engineer, 2001 - 2004

Des joined BREEN Design Group in 2008 and has over 30 years of experience in consulting engineering for a variety of complex project types including residential, healthcare, commercial office, retail, hospitality, restaurant, industrial, federal government facilities, education and high-rise structures. Most recent experience includes numerous residential projects in and around southern California, especially LEED and Green Point Rated apartments for low income, affordable and market rate living. Other residential projects include student accommodation, high-end condominiums, accessory dwelling units and single family homes. Des was recently promoted to COO at BREEN and is the licensed electrical engineer for all of the projects that pass through our doors. He has a hands-on approach, leading projects from the kick-off meeting, through to final handover. He mentors, trains and encourages staff at all levels and is responsible for the timely execution of projects in the office.

Project Experience

Torrance Airport: New Emergency Generator, City of Torrance, CA

Torrance Bus Wash: New Electrical Service, City of Torrance, CA

Torrance Police Department: Replacement UPS, City of Torrance, CA

Torrance Unified School District: Multiple School Site Upgrades, Torrance, CA

Torrance Fleet Garage CNG Upgrade, City of Torrance, CA

Torrance Transit Garage CNG Upgrade, City of Torrance, CA

Greenwood Park: Fire Alarm Design, City of Torrance, CA

Temporary Shelters: Electrical Design, City of Torrance, CA

City of Roseville: Shop Retrofits for CNG Vehicles, Roseville, CA

City of San Mateo: Vehicle Maintenance Facility CNG Retrofit, San Mateo, CA

Bellflower Public Works Office Renovation, Bellflower, CA

City of San Diego: CNG Fueling Station, City of San Diego, CA

City of San Mateo: CNG Vehicle Maintenance Facility, San Mateo, CA

City of San Fernando: San Fernando Yard CNG Fueling Station, San Fernando, CA

City of Turlock: CNG Slow Fill Station Upgrade, Turlock, CA

Los Angeles School District: Multiple School Site Upgrades, Los Angeles, CA

Docusign Envelope ID: 8391F0FC-F048-4F8F-B9EA-C550CAB92448

Celina Garcia, A.I.A.
Director of Architecture
cgarcia@breendesign.com| www.breendesign.com
310-464-8404



Education
B.S. Architecture, 1993
University of Santo Tomas, Manila, Philippines

Professional Registration
Registered Architect,
State of California, #C32852

Experience
BREEN Design Group, Torrance, CA
Director of Architecture,
2019 to Present
Project Architect/Project Manager,
January 2017 - 2018

AP Architects, Bakersfield, CA
Project Manager, 2005 - 2016

Addington Partnership
(dba AP Architects)
Designer/Drafter, 2002 - 2005

Celina is a licensed architect with 16 years of experience performing as project manager and later on as technical project architect. She is best known for her educational facility planning and design, but since joining BREEN in 2017, she has widened her architectural expertise in numerous small to large-scale mixed-use, commercial and multi-family residential project types. Celina is well-versed in the regulatory process with local agencies and the Division of the State Architect. Her commitment to serving our client's design goals is reflected by her hands-on and highly detailed approach to projects, from early planning and design concept, construction documents through construction. Celina spearheads BREEN's quality control and quality assurance program and is a leader when it comes to coordinating consulting engineers of all disciplines. She strives to provide practical yet creative solutions with care and dedication in order to deliver a successful project for our clients and community stakeholders.

Project Experience

City of Roseville: Shop Retrofits for CNG Vehicles, Roseville, CA

City of San Mateo: Vehicle Maintenance Facility CNG Retrofit, San Mateo, CA

City of Anaheim: Maintenance Facility CNG Retrofit, Anaheim, CA

San Pedro Mixed Use Apartments: New Build, San Pedro, CA

City of Torrance: Transit Garage CNG Upgrade, Torrance, CA

City of Banning: CNG Facility Upgrade, Banning, CA

City of Carson: Carson Circuit - Victoria Regional Transit Center, Carson, CA

City of Carson Circuit: City Streetscape Master Plan, Carson, CA

4325 S. Main Street: New Affordable Housing, Los Angeles, CA

5215 Figueroa Residences: 40-Unit Modular Housing, Los Angeles, CA

10816 & 10820 S. Avalon: New Affordable Housing, Los Angeles, CA

11160 Hindry: Tenant Improvement for Groundwater Treatment System, Los Angeles, CA

LACCD WLAC Biofiltration Project Football Field & Northwest Area, Los Angeles, CA

LACCD WLAC Soccer Field Basin Dry Well Project, Los Angeles, CA

LAUSD Woodlake ES: Paving, Greening & Path of Travel Upgrade, Woodland Hills, CA

LAUSD Pacific Palisades Charter - High School Boiler UG Piping Replacement Pacific Palisades, CA

LESD Lawndale Wellness Center (DSA), Lawndale, CA

LESD Kit Carson: Playground Shade Structure & Equipment Replacement (DSA), Lawndale, CA

LESD Rogers MS: Administration Space Planning & Expansion (DSA), Lawndale, CA

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May Enriquez
Job Captain
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310-464-8404



Education
(AA in Interior Design Equivalent in US)
Philippine School of Interior Design,
1993

Experience
BREEN Design Group Inc., Torrance,
Architectural Designer and Job Captain
January 2017 - present

AP Architects, Bakersfield, CA
Interior Designer (uncertified),
2003 - 2016

May has played a key role in Breen's Architectural Department since 2017. Her role includes design schemes and layouts, assist in developing DDs and CDs, material specification and contract administration support. She previously worked on WHCCD (West Hills Coalinga and Lemoore), Barstow CCD and KCCD projects when she was with AP Architects. She assisted the project architect on FFE design layouts specifically furniture and Owner equipment items, researching material selections, coordinating with manufacturers and vendors on furniture and finish materials, and providing design and drafting support. She also assisted in creating project specification manual, assisted in the bidding process and supported the Architect in DSA submittals and closeout documents.

Project Experience

LESD Rogers MS: Administration Space Planning & Expansion (DSA), Lawndale, CA

LESD Anderson ES: Playground Repairs & Replacement (DSA), Lawndale, CA

LESD Lawndale Wellness Center (DSA), Lawndale, CA

LESD Kit Carson: Playground Shade Structure & Equipment Replacement (DSA), Lawndale, CA

Woodlake Elementary School: Multiple Projects, Woodland Hills, CA

Representative Projects with Other Firms

Kern CCD, Porterville College: Library & Learning Resource Center, Porterville, CA

Kern CCD, Porterville College: Wellness Center, Porterville, CA

Kern CCD, Bakersfield College: Math and Science Lab, Bakersfield, CA

Copper Mountain CCD: Copper Mountain Community College: Library renovation, Joshua Tree, CA

Copper Mountain CCD: Copper Mountain Community College: Bell Center (Gymnasium), Joshua Tree, CA

West Hills CCD, West Hills College Lemoore: Multi-Use Sports Complex, Lemoore, CA

West Hills CCD, West Hills College Lemoore: Child Development Center, Lemoore, CA

West Hills CCD, West Hills College Coalinga: Child Development Center, Coalinga, CA

West Hills CCD, West Hills College Lemoore: Student Union, Lemoore, CA

West Hills CCD, West Hills College Coalinga: Library Renovation, Coalinga, CA

Barstow CCD, Barstow Community College: Student Center Renovation, Barstow, CA

Barstow CCD, Barstow Community College: Performing Arts, Barstow, CA

Barstow CCD, Barstow Community College: Wellness Center, Barstow, CA

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Anthony Benavidez
Job Captain
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Education

Long Beach City College
Associates Degree in Construction Management

Professional Registration

In progress

Experience

BREEN Design Group, Torrance, CA
Job Captain
July 2023 to Present

Retail Design Collaborative
Senior Designer
Aug 2021 – July 2023

Houston Tyner Architects
Job Captain
Nov 2014 – Aug 2021

Anthony recently joined the Architectural team at Breen Design Group as Job Captain with responsibility for a number of projects, including project work for City of Carson – Victoria Transit Center.

He is responsible for project delivery from start to finish, to ensure our high quality and standards are met at every step of the process.

Anthony is good at listening to and understanding our clients brief and implementing their vision into reality.

Anthony's skills include REVIT, AutoCAD, Sketchup and Bluebeam Revu to advanced level. He has an eye for detail, is self-driven and has excellent communication skills.

Project Experience

Victoria Transit Center, Carson

Commercial and Industrial TI projects for aerospace client.

Project work with Previous Employer

Diamond Resorts International The Modern — Honolulu, HI

Pleasanton Marriott, Pleasanton, CA

Diamond Resorts International, South Lake Tahoe, CA

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Andrew Beggs, P.E., QCxP
Vice President & Director of MEP
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310-464-8404



Education

MBA, Marketing
Pepperdine Graziadio Business School, 2004

BSc Architectural Engineering, Mechanical System Design
Penn State University, Pennsylvania, 1992

Professional Registration

Mechanical Engineer, State of California #M29259

General Contractors License, State of California

Electrical Contractor's License, State of California

Experience

BREEN Design Group, Torrance, CA
Vice President, Sept 2022 to Present

Johnson Controls, Cypress, CA
Area Owners Sales Manager
2020 - September 2022

Zaretsky Engineering Solutions, Fountain Valley, CA
Chief Operating Officer and General, Manager, 2016 - 2020

Siemens, Cypress, CA
Zone Operations Manager, Building Performance and Sustainability, 2016
Area Sales Manager, Building Performance and Sustainability, 2011 - 2016

Lime Energy, Glendora, CA
Director, Western Region, 2010 - 2011

Andrew joined BREEN Design Group in September 2022. He is an Engineering/ Construction/Service-sector business executive with repeated wins in profitable growth. Andy's experiences include major healthcare design efforts to improve energy efficiency, Data center analysis of temperature stability to ensure maximum system uptime, Photovoltaic solar systems for on-site power generation and greenhouse gas elimination, as well as scores of new and retrofit projects in Universities, pharmaceutical laboratories, military bases, and airports. Andy is a career-long leader of technical designers, construction managers, and sales teams that deliver concrete solutions that clients need. At BREEN, Andy is taking leadership of the Mechanical/Electrical/ Plumbing designers, who produce exceptional quality work on time and on budget. Andy is a passionate advocate for our clients' satisfaction in the office.

Project Experience

Kearny Mesa Convoy Apartments: New Mixed-Use Apartments, San Diego, CA

Praxis Crenshaw: New Mixed-Use Development, Los Angeles, CA

Ruspoli Tower: New Residential High Rise Tower, Los Angeles, CA

The Emerald: New Affordable Development, West Lancaster, CA

Representative Projects with other Firms

Bunker Hill District Energy Plant, Los Angeles CA - Performed energy efficiency and operational cost evaluation for Pacific Energy's Bunker Hill Central plant in downtown Los Angeles.

City of Arcadia: Energy Savings performance contract, Arcadia, CA

City of Huntington Beach: Energy Savings performance contract, Huntington Beach, CA

Bear Valley Unified School District: Solar Energy Power and Energy Savings performance contract, City of Big Bear, CA

City of Brea: Energy efficiency street lighting upgrade, Brea, CA

Maricopa County: Energy Savings performance contract, Phoenix, AZ

Arizona State University: East Campus Energy Savings Performance Contract, Mesa, AZ

Montebello Unified School District Energy Savings Performance Contract, Montebello, CA

Humboldt State University: Cogeneration and Energy Savings Performance Contract, Acata, CA

City of West Hollywood: Civic Center controls upgrade, West Hollywood, CA

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Russell A. Johnson
Director of Mechanical Department
rjohnson@breendesign.com| www.breendesign.com
310-464-8404



Experience

BREEN Design Group, Torrance, CA
Director of Mechanical Engineering, 2016 to Present

Johnson Associates,
Rancho Palos Verdes, CA
Owner / Director, 1985 - 2016

McAfee Engineering, Carson, CA -
Director of Engineering, 1984 - 1985

Aire Rite Air Conditioning, Huntington Beach, CA
Director of Construction, 1983 - 1984
Director of Engineering, 1982 - 1983
Project Engineer, 1979 - 1982

Richard A. Palmer & Associates,
Irvine, CA
Draftsman / Designer, 1978 - 1979

Russ joined Breen Design Group in 2016 with 38 years of experience in mechanical engineering spanning a wide variety of complex project types including educational facilities, aerospace industry, healthcare, Industrial, restaurant, office, retail, custom residential, hospitality projects, and high-rise structures. Russ spent several years on the contracting side of the industry working for design/ build contractors. Russ also has extensive experience in energy management and control systems.

Russ has worked on projects across the nation and is familiar with local code knowledge applicable in multiple states. His ability to find practical solutions to complex project issues has earned him a reputation for being a leader in his field and a go-to person for many of our clients.

Project Experience

City of Roseville: Shop Retrofits for CNG Vehicles, Roseville, CA

City of San Mateo: Vehicle Maintenance Facility CNG Retrofit, San Mateo, CA

Department of State Hospitals (DSH): Patton State Hospital HVAC Related Property Condition Assessment, San Bernardino, CA

Department of State Hospitals (DSH): Atascadero State Hospital HVAC Related Property Condition Assessment, Atascadero, CA

Department of State Hospitals (DSH): Napa State Hospital HVAC Related Property Condition Assessment, Napa, CA

Department of State Hospitals (DSH): Coalinga State Hospital HVAC Related Property Condition Assessment, Coalinga, CA

Department of State Hospitals (DSH): Metro State Hospital HVAC Related Property Condition Assessment, Norwalk, CA

Theme Park Restaurant: AHU-4 & 5 Replacement, Southern California

Theme Park Restaurant: AH-006 Replacement, Southern California

Villa Florence Retail Space: MEP Assessment, San Francisco, CA

Rosary Academy: HVAC Replacement, Fullerton CA

LAUSD: Palisades Charter High School: UG Piping Replacement, Los Angeles, CA

F11 Apartments: New Build, San Diego, CA

Mirasol: Mixed Use, Santa Barbara, CA

Mountain View School District: Multiple School HVAC Upgrades, El Monte, CA

LAUSD Hollywood High School: Auto Shop HVAC Replacement, Los Angeles, CA

MVSD Multiple Schools: HVAC retrofit project, El Monte, CA

Lennox MS: HVAC New Construction, Lennox, CA

Charles Leroy Lowman Education Center: Restroom Exhaust, North Hollywood, CA

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Salvador Gutierrez, E.I.T.
Senior Electrical Designer
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310-464-8404



Education

Electrical Design & Construction Extension Course, UCLA, 2017

BSc., Electrical Engineering
Cal Poly Pomona, 2013

Experience

BREEN Design Group, Torrance, CA
Senior Electrical Designer, 2016 to Present

Salvador joined Breen Design Group in 2016 and has become a valuable member of the MEP team. Salvador has built up his experience and knowledge in several different fields such as project managing, drafting, and technical support. His involvement with numerous apartments, condo, and retail projects has allowed him to vastly expand his skills in electrical engineering design. Salvador is currently working on the electrical design for various new and ongoing Multifamily apartment projects.

Project Experience

Torrance Police Department: Replacement UPS, Torrance, CA

City of Roseville: Shop Retrofits for CNG Vehicles, Roseville, CA

City of San Mateo: Vehicle Maintenance Facility CNG Retrofit, San Mateo, CA

City of Torrance: Fleet Garage CNG Upgrade, City of Torrance, CA

City of San Diego: CNG Fueling Station: , City of San Diego, CA

Hudson Avenue Condominiums, Los Angeles, CA

LA County Curtis Tucker Health Care Center, Inglewood, CA

823 S. Los Angeles, Los Angeles, CA

E. on Adams, Los Angeles, CA

Beverly Blvd: Mixed Use, Los Angeles, CA

Greenfield Ave: Market Rate, Los Angeles, CA

Westmont Vista: New Build Affordable Multifamily, Los Angeles, CA

Bonobos: Retail Shop, Los Angeles, CA

Villa de Guadalupe: Modernization, San Jose, CA

4121 Santa Monica Blvd: Mixed Use, Los Angeles, CA

ZOE apartments, Los Angeles, CA

NoHo: Mixed Use, Los Angeles, CA

James Wood Apartments, Los Angeles, CA

Main & 9th: Mixed Use, Riverside, CA

Huntley: Townhomes, West Hollywood, CA

Metamorphosis on Foothill: Affordable Housing, Sylmar, CA

Rosa de Castilla, Los Angeles, CA

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Joper Tupas, P.E.
Plumbing Engineer / Project Manager
jtupas@breendesign.com| www.breendesign.com
310-464-8404



Education

Mastering the Art of Design Firm Management, Kyle Davy Consulting, San Francisco, CA

Mastering the Art of Design Firm Project Management, Kyle Davy Consulting, San Francisco, CA

Certificate in Sequential Program in Plumbing Systems Design, University of California, Los Angeles (UCLA)

BS, Mechanical Engineering, Colegio San Agustin – College of Engineering, Bacolod City, Philippines

Professional Registration

Professional Engineer, M-35317, CA

Certified in Plumbing Design, CPD 60242, ASPE

NCEES # 51420

Professional Engineer, PE-16489, HI

Professional Engineer, PE-81010, FL

Professional Affiliations

International Code Council (ICC)

National Fire Protection Association (NFPA) – Associate Member

American Society of Plumbing

Engineers (ASPE) – Full Member

National Council of Examiners for Engineering and Surveying (NCEES)

Joper has twenty years of plumbing and fire protection (fire sprinkler) systems design, project management and plumbing construction experience on projects in California. A graduate in Mechanical Engineering, Mr. Tupas has experience with a variety of educational projects from K-12 to higher education experience including laboratory and science building projects. Projects that are under Department of State Architect's and State Fire Marshall's Authority Having Jurisdiction and Cal State University Standards.

Project Experience

City of Torrance: Fleet Garage CNG Upgrade, City of Torrance, CA

Torrance Unified School District: Multiple School Site Upgrades, Torrance, CA

Chimbole Cultural Center: New Build, City of Palmdale, CA

Miramar Place: CNG Facility Upgrade, San Diego CA

City of Banning: CNG Facility Upgrade, Banning CA

Fort MacArthur Building 403 Community Center: Seismic Strengthening, San Pedro, CA

Project Homekey, Quality Inn Thousand Oaks: Motel Conversion to Supportive Housing, Thousand Oaks, CA

Marina Manor-Hacola: Plumbing Site Inspection, Marina Del Rey, CA

Villa Florence Retail Space: MEP Assessment, San Francisco, CA

Villa Florence Hotel: Property Condition Assessment survey and Report for New Owners, San Francisco, CA

Hilton Garden Inn: Property Condition Assessment survey and Report for New Owners, Freemont, CA

Seattle Airport Marriott: Boiler Assessment, Seattle, WA

Customs and Border Protection/USPS IMF: Tenant Improvement, Torrance, CA

P612 Hangar 34 Point Mugu Naval Base: Fire Sprinkler, Point Mugu, CA

FORT MacArthur: Dorm Building 33 Renovation, San Pedro, CA

Los Angeles Air Force Base : Buildings 270-272, El Segundo, CA

LA County DPW Headquarters Sewer & Storm Drain Feasibility, Los Angeles, CA

LAUSD Aldama ES: Relocatable Modular Buildings, Los Angeles, CA

LAUSD Aldama ES: Main Building Seismic Retrofit, Los Angeles, CA

Willow Tree Inn: Adaptive Reuse, Compton, CA

Studio-6: Motel Conversion to Support Housing, Anaheim, CA

LAUSD: Multiple School Site Upgrades, Los Angeles, CA

Glendale Unified School District: Multiple School Site Upgrades, Glendale, CA

AUSD Dalton Elementary: School Modernization, Azusa, CA

MVSD Baker Elementary School: Modernization, El Monte, CA

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Evan Fernandez
Director of Civil Engineering
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Education

B.S., Civil Engineering, 2011
California State University,
Long Beach, CA

Experience

BREEN Design Group, Torrance, CA

- Director of Civil Engineering, February 2022 to Present
- Civil Engineering Designer, 2012 to 2022
- Civil Engineering Intern, 2011

Evan was promoted to Director of Civil Engineering in early 2022, having been with BREEN for 10 years. He oversees a talented group of engineering staff. Evan has the technical and managerial responsibility for various project types involving low impact development (LID), grading plans, storm drainage, hydrology and hydraulics calculations, street plans and utility projects. One of his primary focus points in the industry is stormwater design within the greater Los Angeles and Orange County areas. Evan collaborates with architects, landscape architects, and engineers to find innovative and creative civil design solutions in multi-family housing projects, community parks and variety of public and private commercial developments. Evan's skill sets include site grading & drainage, stormwater solutions, water retention, ADA/CA-Title 24 regulations, site hardscape & landscape and sustainable design. Evan has extensive experience with state, city and county regulatory agencies including LA County Public Works.

Project Experience

Carson Circuit: Victoria Regional Transit Center, City of Carson, CA

City of San Fernando: San Fernando Yard CNG Fueling Station, San Fernando, CA

City of Banning: CNG Facility Upgrade, Banning, CA

Jordan Downs Phase S2 & S3: Affordable housing project, Los Angeles, CA
(City Road Rehabilitation, Utility Improvements, LA City B-Permit)

Jordan Downs: Phase S4 & S5 with children's Park, Los Angeles, CA
(City Road Rehabilitation, Utility Improvements, LA City B-Permit, onsite improvements with stormwater mitigation)

Parcel 44: LA County Street Improvements, Marina Del Rey, CA

Villa Del Mar: Modernization/Remodel. A County street improvements, Marina

Del Rey, CA

Metamorphosis: New Build Affordable Development, Sylmar, CA
(LA City B-Permit)

Onyx Apartments: New Mixed Use Building, Los Angeles, CA
(LA City B-Permit)

Wilshire Grand Center: Mixed Use, Los Angeles, CA
(LA City B-Permit)

Mosaic Gardens at Willowbrook: New Build, Willowbrook, CA
(Street Improvements)

American Martyr O'Donnell Center: Onsite and Street Improvements, Manhattan Beach, CA

Avalon Green Alleys, Los Angeles, CA
(LA City Street Improvements & Stormwater Mitigation)

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David Lee, S.E.
Director of Structural Engineering
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310-464-8404



David has over 18 years of experience in structural engineering in Southern California and is our Director of Structural Engineering. His experience encompasses design and management of diverse projects and construction types both existing building renovations and new building design. These include historic buildings, hospital facilities, federal properties, places of worship, educational facilities, single & multifamily residential buildings, and seismic evaluations.

David is a savvy engineer who can design to existing conditions either to accentuate the structural forms or insert the system surgically and concealed. He has strong relationships and proven experience with regulatory agencies including LADBS and California Division of the State Architect.

Education

B.S., Structural Engineering
University of California, San Diego

M.S., Structural Engineering
University of California, San Diego

Professional Registration

Structural Engineer, State of California,
SE 5881

Civil Engineer, State of California,
CE 70897

Experience

BREEN Design Group, Torrance, CA
Director of Structural Engineering,
2012 to Present

Degenkolb Engineers, Los Angeles, CA
Design Engineer, 2002 - 2012

Project Experience

City of San Diego: CNG Fueling Station for Refuse & Recycling, San Diego CA

City of Torrance: Fleet Garage CNG Upgrade, Torrance, CA

City of Torrance: Transit Garage CNG Upgrade, Torrance, CA

City of San Fernando: San Fernando Yard CNG Fueling Station, San Fernando, CA

City of San Mateo: CNG Vehicle Maintenance Facility, San Mateo, CA

The Promenade Apartments: Structural Assessment, Rancho Cucamonga, CA

Big Bear Mountain: Airport Terminal Building, Big Bear, CA

LAUSD: Widney HS Cooling Tower Replacement, Los Angeles, CA

675 South Arroyo Parkway: Structural Assessment, Pasadena, CA

3351 43rd Place: Fire Damage Repairs and Rehabilitation, Los Angeles, CA

Nordhoff Apartments: Seismic Retrofit, North Hills, CA

Roscoe Apartments: Retrofit of Existing Wood-Framed Apartment, North Hollywood, CA

Saticoy Apartments: Retrofit of Existing Buildings, North Hollywood, CA

Hawaiian Gardens Seismic Retrofit, Hawaiian Gardens, CA

Coral Wood Court Apartments: Retrofit of Existing Buildings, Reseda, CA

Hotel Rosslyn: Seismic Retrofit, Los Angeles, CA

Alexandria Apartments: Seismic Retrofit, Los Angeles, CA

Seismic Evaluation and Upgrade of Existing Warehouse, Glendale, CA

Rampart Apartments: Structural Feasibility Study, Los Angeles, CA

16220 S Figueroa St: Structural Assessment, Gardena, CA

569 W 6th St. San Pedro: New Affordable Housing, San Pedro, CA

336 San Pedro: New Mixed-Use, TOC, San Pedro, CA

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Jeff Woo Kim, PLA, ASLA

Principal

Mr. Kim has over twenty four years of experience with Cornerstone Studios. He brings a thoughtful and creative approach to each of his clients and projects. His keen sense of design, project management skills, and attention to detail are integral to the success of his project.

With extensive experience working with numerous government agencies, he excels in projects at the city, county, or federal level and possesses a good understanding of the requirements needed to complete the project. He is responsible for implementation of conceptual design through completion of construction documents as well as coordination with teams of sub-consultants.

education	Bachelor of Science Landscape Architecture, College of Environmental Design, California Polytechnic University, Pomona
registration	Licensed Landscape Architect (California) #6082
affiliation	Member, American society of Landscape Architects (ASLA)

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SUMMARY OF RELATED EXPERIENCE

Sea Country Senior Community Center - Laguna Niguel, CA

Mr. Kim was the designer and project manager for this senior community center. The project consists of a courtyard expansion and exterior landscape up-grade to a secondary entry to the new wing of the building. The challenge is to blend the existing with the new in design and in selections of materials in order to maintain a unified theme.

Civic Center Landscape Enhancement – Irvine, CA

Mr. Kim was the landscape designer on this project. He prepared the various options for expanding the urban character in the front to enhance the presence of the City Hall at the corner of Alton and Harvard and preserving the openness of the space at the same time. In addition, he oversaw the production of all the graphics for presentation to the City.

LAPD Metro Division Facility - Los Angeles, CA

Mr. Kim was responsible for schematic design, design development, and construction documents on this project for the LAPD Metropolitan Division. He was in charge of selecting the overall planting palette, provided designs for a neighborhood pocket park, staff courtyard, upper deck patio rooftop garden. He also worked with civil engineers in designing bio-swale application for on-site runoff treatment.

LABH Harbor Navigation Center - Los Angeles, CA

The San Pedro Navigation Center located on the LAPD Harbor Division Property helps those experiencing homelessness securely store their belongings and receive case management services. Clumps of Agave, Cactus and succulents are planted in a grid with linear hardscape bandings made up of contrasting colors of decomposed granite. A series of biofiltration areas have been designed throughout the site to mitigate the LID requirement.

Daisy Bike Boulevard – Long Beach, CA

Mr. Kim was involved in this 9-mile bike boulevard project. He was responsible for developing and presenting drought tolerant landscape design options for the traffic circles, roundabouts, and medians along this corridor. After carefully analyzing the site conditions, he prepared schematic concepts by selecting two representative roundabouts and presented them to the City for approval. He also coordinated with the City and consulting engineers in developing bio-retention and bio-swale where feasible as part of storm water management practice.

Century Boulevard – Inglewood, CA

Mr. Kim was involved in this project from schematic design through construction documents.. He coordinated with the City Manager and staff engineers to address the existing issues and explored various drought tolerant plants and pervious hardscape options. He also coordinated with team members in preparation of 3D graphics to present to the council the existing and the proposed conditions.

City of Laguna Niguel Plan Check – Laguna Niguel, CA

Mr. Kim was responsible for reviewing and plan checking various landscape projects for the city of Laguna Niguel including senior community center, streetscape, City center, residential and multi-family housing projects.

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Don Wilson, PLA, ASLA

Principal

Mr. Wilson has command of the full range of design, technical, cost, and project management issues for a wide range of design and landscape projects realized during his 40-years experience in the profession. Through his expertise in landscape architecture, construction, and project realization, he guides designs from inception on and always with a focus on ensuring a well-crafted project that is buildable and on budget. He has prepared master plans, visual studies, water conservation studies, and guidelines for parks, schools, streetscapes and housing communities. His project designs emphasize lower maintenance, compatible plant associations, accessibility for all, and the repurposing of sites and materials.

education	Bachelor of Landscape Architecture University of California, Berkeley
registration	Licensed Landscape Architect (California) #1746 CLARB Registration
affiliation	Member, American Society of Landscape Architects (ASLA)

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SUMMARY OF RELATED EXPERIENCE

Firestone Boulevard Streetscape and Downtown Gateway Redesign – Downey, CA
Mr. Wilson was principal-in-charge of these two projects. The streetscape consists of a 13-mile corridor of Firestone Boulevard, the main City arterial. The Downtown Gateway includes three blocks of Firestone Boulevard. He directed all the schematic presentations and attended on all the meetings with the City Engineers on both projects.

Metro Purple Line 2, Los Angeles, CA.
As QA/QC manager, Mr. Wilson provided document control during Intra and Interdisciplinary review process at milestone submittals. He was also in charge of preparing specifications for Metro and Agency submittals.

CHP Headquarters - San Diego, CA
As principal-in-charge, Mr. Wilson was responsible for overseeing the contract, preparation of design, presentation graphics, construction drawings and specifications, and coordination with WLC Architects and the project design team. He worked closely with our project manager to coordinate the work throughout the design process. He also ensured that all planting and irrigation design met the current requirements of the State of California.

City of Lake Forest Plan Check – Lake Forest, CA
Mr. Wilson was the project manager responsible for reviewing and plan checking various landscape projects for the city including civic facility, park, retail, streetscape, residential and mixed use development since 2013.

Bristol Street Medians – Costa Mesa, CA
Mr. Wilson was project manager for the new median planting and irrigation and for supervising the work including design and construction documents. He was responsible for overseeing the design of a new subsurface irrigation system as well as coordinating work with the engineering project manager, making presentations and attending review meetings.

Firestone Boulevard Bio-Swale - Downey, CA
Mr. Wilson was principal-in-charge of the design and implementation of the streetscape bioswale. His coordination with the civil engineers and the City on the bioswale design was instrumental in the success of project.

Fire Station No. 78 – Los Angeles, CA
As project manager, Mr. Wilson was responsible for the contract, preparation of working drawings, specifications, construction administration, and coordination with the architect. He also reviewed all design submittals for quality control and worked with the project manager and the architect in resolving issues that were presented by the sites' constraints.

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SECTION I
SUPPORTING DOCUMENTS

The following documents are provided in support of our response to this RFQ:

DGS Small Business Certification

City of Torrance Business License

Dept of Industrial Relations – Public Works Contractor Registration

Certificate of Liability Insurance

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Printed on: 1/30/2024 4:31:41 PM

To verify most current certification status go to: https://www.caleprocure.ca.gov

Office of Small Business & DVBE Services

Certification ID: 1041202

Legal Business Name:
BREEN Design Group, Inc.

Doing Business As (DBA) Name 1:
BREEN ENGINEERING, INC.

Doing Business As (DBA) Name 2:
Breen Engineering

Address:
3825 Del Amo Blvd.,
TORRANCE
CA 90503

Email Address:
dace@breendesign.com

Business Web Page:
www.breendesign.com

Business Phone Number:
310/464-8404

Business Fax Number:
310/464-8408

Business Types:
Service

Certification Type	Status	From	To
SB	Approved	01/30/2024	01/31/2026

Stay informed! KEEP YOUR CERTIFICATION PROFILE UPDATED!
-LOG IN at CaleProcure.CA.GOV

Questions?
Email: OSDSHELP@DGS.CA.GOV
Call OSDS Main Number: 916-375-4940
707 3rd Street, 1-400, West Sacramento, CA 95605

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BREEN ENGINEERING, INC.
1983 WEST 190TH STREET UNIT 200
TORRANCE, CA 90504

THIS BUSINESS LICENSE MUST BE DISPLAYED AT PLACE OF BUSINESS *READ REVERSE SIDE*

BUSINESS LICENSE
CITY OF TORRANCE

Exp Date:12/31/2024

LICENSE NO	CATEGORY	AMOUNT PAID	ISSUE DATE
BL-LIC-001716	**1802 - Business Consultant**	**$3,102.00**	**3/8/2024**

Annual business tax is due and payable January 1st each year, and is delinquentif not paid on or before the last day of January each year.

ISSUED TO:

BREEN ENGINEERING, INC.
1983 190TH ST UNIT 200
TORRANCE, CA 90504

ISSUED BY FINANCE DEPARTMENT

ASSISTANT FINANCE DIRECTOR

THIS LICENSE IS GOOD UNTIL VOIDED OR REVOKED. IT BECOMES VOID UPON ANY CHANGE OF OWNERSHIP OR LOCATION
Notify the LICENSE SUPERVISOR in Writing of any Changes lin Ownership or Address. City Hall, 3031 Torrance Blvd., Torrance, CA 90503-5015

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Department of Industrial Relations
STATE OF CALIFORNIA

APPLICATION FOR
PUBLIC WORKS CONTRACTOR REGISTRATION

Registration Information

Type: Public Works

Period: 11/14/2023 06/30/2026

Contractor Information

Contractor Name: Breen Engineering, Inc.

Trade Name:

License Type Number: PW-LR-1000634566

Contractor Physical Address

Physical Business Country: United States of America

Physical Business Address: 1983 W, 190th Street #200

Physical Business City/ Province: Torrance

Physical Business State: CA

Physical Business Postal Code: 90504

Contractor Mailing Address

Mailing Country: United States of America

Mailing Address: 1983 W, 190th Street #200

Mailing City /Province: Torrance

Mailing State: CA

Mailing Postal Code: 90504

Contact Info

Daytime Phone:

Mobile Phone:

Daytime Phone Ext.:

Business Email: dace@breeneng.com

Applicant's Email: dace@breeneng.com

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Workers' Compensation

Professional Employer Organization (PEO)

Do you lease employees through Professional Employer Organization? No

Workers' Compensation Overview

Carrier:	Hartford Casualty Insurance Company	Inception Date:	10/23/2023
Policyholder Name:	Breen Engineering, Inc.	Expiration Date:	October 23, 2024
Policy Number:	57 WEC AU4ZXD		

Certification

Yes I certify that I do not have any delinquent liability to an employee or the state for any assessment of back wages or related damages, interest, fines, or penalties pursuant to any final judgment, order, or determination by a court or any federal, state, or local administrative agency, including a confirmed arbitration award

Yes I certify that the contractor is not currently debarred under Section 1777.1 or under any other federal or state law providing for the debarment of contractors from public works.

Yes I certify that one of the following is true: (1) I am licensed by the Contractors State License Board (CSLB) in accordance with Chapter 9 (commencing with Section 7000) of the Business and Professions Code; or (2) my business or trade is not subject to licensing by the CSLB.

I understand refunds are not authorized

I, Dace Dabols-Reimanis, the undersigned, am , Breen Engineering, Inc. with the authority to act for and on behalf of the above named contractor. I certify under penalty of perjury that all of the above information provided is true and correct. I further acknowledge that any untruthful information provided in this application could result in the certification being canceled.

I certify this on: 1:21 PM

Legal Entity Information

Legal Entity Type: Corporation

Name: Breen Engineering, Inc.

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ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/20/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
AssuredPartners Design Professionals Insurance Services, LLC
3697 Mt. Diablo Blvd Suite 230
Lafayette CA 94549

License#: 6003745

CONTACT NAME: Dani Schulze
PHONE (A/C, No, Ext): 714-202-0390 **FAX (A/C, No):**
E-MAIL ADDRESS: CertsDesignPro@AssuredPartners.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Travelers Casualty and Surety Co of America	31194
INSURER B : Travelers Property Casualty Company of America	25674
INSURER C : Hartford Casualty Insurance Company	29424
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
BREEENG-01
Breen Design Group, Inc.
Breen Engineering, Inc.
1983 W. 190th Street, Suite 200
Torrance CA 90504

COVERAGES **CERTIFICATE NUMBER:** 741837882 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
B	X **COMMERCIAL GENERAL LIABILITY**			6806H232763	10/23/2023	10/23/2024	EACH OCCURRENCE	$ 2,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
	X Contractual Liab						MED EXP (Any one person)	$ 10,000
	Included						PERSONAL & ADV INJURY	$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 4,000,000
	POLICY X PRO-JECT X LOC						PRODUCTS - COMP/OP AGG	$ 4,000,000
	OTHER:							$
B	**AUTOMOBILE LIABILITY**			BA2S55663A	10/23/2023	10/23/2024	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
C	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y / N			57WECAU4ZXD	10/23/2023	10/23/2024	X PER STATUTE OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?	N / A					E.L. EACH ACCIDENT	$ 1,000,000
	(Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
A	Professional Liability			105354718	10/23/2023	10/23/2024	Per Claim Aggregate Limit	$2,000,000 $4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

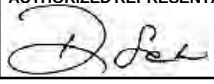
CERTIFICATE HOLDER

Proposal Certificate Only
CA

CANCELLATION 30 Day Notice of Cancellation

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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CITY OF GARDENA
CONSULTANT AGREEMENT WITH CANNON CORPORATION

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **Cannon Corporation,** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - General Civil Engineering Design
      - Construction Management & Inspection

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9, 2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in

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progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently

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and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall

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comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	Cannon Corporation 16842 Von Karman Ave, Ste 150 Irvine, CA 92606 Attn: Gary Solsona Director of Public Infrastructure

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

Tasha Cerda, Mayor

ATTEST:

Mina Semenza, City Clerk

APPROVED AS TO FORM:

Carmen Vasquez, City Attorney

CONSULTANT – Cannon Corporation

Michael Cannon
Name

Sign: Michael Cannon
Title: President

Karen Morris
Name

Sign: Karen Morris
Title: COO

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference. In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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City of

Gardena

Proposal for

General Civil Engineering On-Call Professional Services



Cannon

Reliable Responsive Solutions

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City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, PE, Assistant Public Works Director

June 13, 2024

Category: General Engineering

Subject: Statement of Qualifications for On-Call General Civil Engineering Design Services

Dear Mr. Kwak:

The City of Gardena (City) is seeking general civil engineering services on an as-needed basis to support the City's Public Works Capital Improvement Program (CIP). Our interest in this RFQ stems from our history of delivering successful on-call projects for the City. Our goals align with the City's mission to provide the highest quality of life, a safe and attractive environment, and a sound economic future for the community. We understand the dynamics associated with delivering on-call public agency projects and pride ourselves in listening to, and promptly addressing, our client's needs, doing the job right the first time, and reducing the amount of time required by City staff. Cannon offers the following benefits in support of the City's CIP, namely park and facility improvements, streets, sewer and stormwater improvements:

On-Call Engineering Experience

Cannon will provide in-house civil, water resource, construction management/inspection, and surveying services. Throughout the past 48 years, Cannon has managed on-call contracts with public agencies using our standard best practices that are based on communication and responsiveness, specifically responding to emails, phone calls, and requests from our clients in a timely manner. Cannon has an outstanding record of delivering services on time and within budget. We will operate as an extension of City staff and will keep the City's goals for projects at the forefront of our decision process.

We will operate as an extension of City staff and will keep the City's goals for projects at the forefront of our decision process.

Highly Qualified and Experienced Project Engineering Design Team

Gary Solsona, PE, QSD, will serve as Principal-in-Charge/Contract Manager. He will be responsible for coordinating activities with the City, including committing the right resources to fit the City's needs. Gary has been providing engineering and design services to many Southern California cities throughout his 22-year career. He understands the City's project delivery process, standards, local environment and has developed good working relationships with the City, other local resource agencies, utilities, and permitting agencies. Marco Canta, PE, will serve as Project Manager and has over 21 years of professional consulting experience. Mr. Canta has worked on various projects in public works, roadway, drainage, utilities, and site design throughout Southern California. We bring a robust and highly skilled team of engineers, construction managers, and survey professionals who specialize in relevant scope items, such as street improvements, roadway widening, ADA compliance and rehabilitation/reconstruction/preservation projects, mapping and legal descriptions for right-of-way acquisitions, construction staking and construction assistance.

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Subconsultants

We have selected stellar subconsultants with whom we have a long working relationship. Iteris will provide traffic engineering services, LOR Geotechnical Group, Inc. will provide geotechnical engineering services, BGB Design Group will provide landscape architecture and irrigation, AKAL Consulting will provide grant writing support and federal-aid E-76 processing, and Epic Land Solutions will provide right-of-way acquisition support.

Main Point of Contact
Gary Solsona, PE, QSD
Director of Public Infrastructure
16842 Von Karman Ave., Suite 150,
Irvine, CA 92606
☎ 949.777.1580
✉ GaryS@CannonCorp.us

Required Statements

- Cannon and its subconsultants have no disciplinary actions to disclose.
- Cannon acknowledges the receipt and review of addendum one.
- Cannon has reviewed the City's sample agreement and insurance requirements and takes no exceptions.

We look forward to the opportunity to work with the City to achieve its goals and objectives. I, Gary Solsona, am available at the contact methods provided below should you require additional information or have any questions.

Sincerely,

Gary Solsona,* PE, QSD
Director of Public Infrastructure
16842 Von Karman Ave., Suite 150, Irvine, CA 92606
☎ 949.777.1580 📱 909.234.7857
✉ GaryS@CannonCorp.us
Authorized representative to legally bind firm



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Firm Qualifications and Experience

As a full-service engineering, surveying, and construction management firm, we take pride in our ability to offer clients a broad range of services. Our commitment to providing clients ***Reliable Responsive Solutions***, whether the project scope is expansive or more specialized, spans 48 years. We have worked with many cities, agencies, school districts, and counties to make streets safer and more pedestrian and bicycle-friendly, maintain secure and dependable water systems, and construct buildings and facilities that are structurally sound.

Our team of more than 135 professionals includes registered civil, structural, electrical, and mechanical engineers; licensed land surveyors; automation and SCADA system specialists; and Caltrans certified construction managers and inspectors.

Cannon has strong experience in the preparation of engineering documents for the phases of design and construction including: conceptual design, preliminary design, final engineering, construction support, and construction documents. We have specialists in street rehabilitation, drainage design, sewer design, and roadway design; water resources, hydrology and hydraulics; water utilities, sewer and dry utilities; resource coordination; and construction scheduling and inspections.

Office Locations

Services for the City will be provided primarily from our Irvine office with support from our other offices, if needed. Cannon office locations include the following:

Irvine
16842 Von Karman Ave.
Suite 150
Irvine, CA 92606
☎ 949.753.8111

Los Angeles
11900 W Olympic Blvd.
Suite 530
Los Angeles, CA 90064
☎ 310.664.1166

Ventura
305 S Kalorama St.
Suite A
Ventura, CA 93001
☎ 805.503.4590

San Luis Obispo
1050 Southwood Dr.
San Luis Obispo, CA 93401
☎ 805.544.7407

Principal-in-Charge / Contract Manager



Gary Solsona, PE, QSD

As previously mentioned, Mr. Solsona will be the main point of contact for the City. He brings 22 years of experience. From his work on Artesia Blvd Arterial Improvements, 170th Street Rehabilitation and Redondo Beach Blvd Arterial Improvements, he is familiar with the City's staff and standards.

Contact Information

Mr. Solsona can be reached at:
☎ 949.777.1580 ✉ GaryS@CannonCorp.us
16842 Von Karman Ave., Suite 150
Irvine, CA 92606

Experience Counts

Cannon offers relevant expertise in the following areas:



Pavement Rehabilitation



ADA Compliance



Intersection and Signal Improvements



Complete Streets



Grading and Drainage



Reports, Studies, and Hydraulic Analyses

Read more about our relevant experience on pages 15-19.

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FIRM STATISTICS

48 years in business

100+ cumulative years of on-call contracts

200+ years of design experience

40+ professional engineers

Since 1976, Cannon has been committed to providing engineering services. Our reputation is a direct result of our consistent attention to our clients' needs. Eighty percent of our firm's business is from repeat clients who trust in our integrity, as well as our professional competence. We have the expertise, experience, and capabilities to meet your needs as demonstrated in the qualifications and experience detailed in this proposal. However, the real proof of this expertise is found in what our past and current clients have to say:

> I've found [Cannon's] engineers to be extremely professional, diligent, and knowledgeable. I have been pleased with the services provided by Cannon and trust their knowledge and expertise in supporting Ventura with the City's capital improvements.

Chris Dejarme, PE, Senior Civil Engineer, City of Ventura

> The projects that Cannon worked on for CVWD were on time and within budget. I have been pleased with the services provided by Cannon. I've found their personnel to be extremely thorough, diligent, and knowledgeable. I'd recommend their engineering consulting services without hesitation.

David Gould, PE, District Engineer, Crescenta Valley Water District

Cannon's Canons

Cannon has principles, otherwise known as Cannon's "Canons," that are simply how we do business.

Two to Four, Never More: While it is not always possible to be available by phone, we pledge to return voice, email, and text messages within four hours.

Think Ahead: We are proactive, preemptive, and prepared. We keep clients informed and provide updates before they call looking for them.

Be Reliable: We communicate with our clients and teammates what we are going to do and then get it done.

Stand on the Shoulders of Others: We strive to improve our operations system by using templates, procedures, and what has worked in the past.



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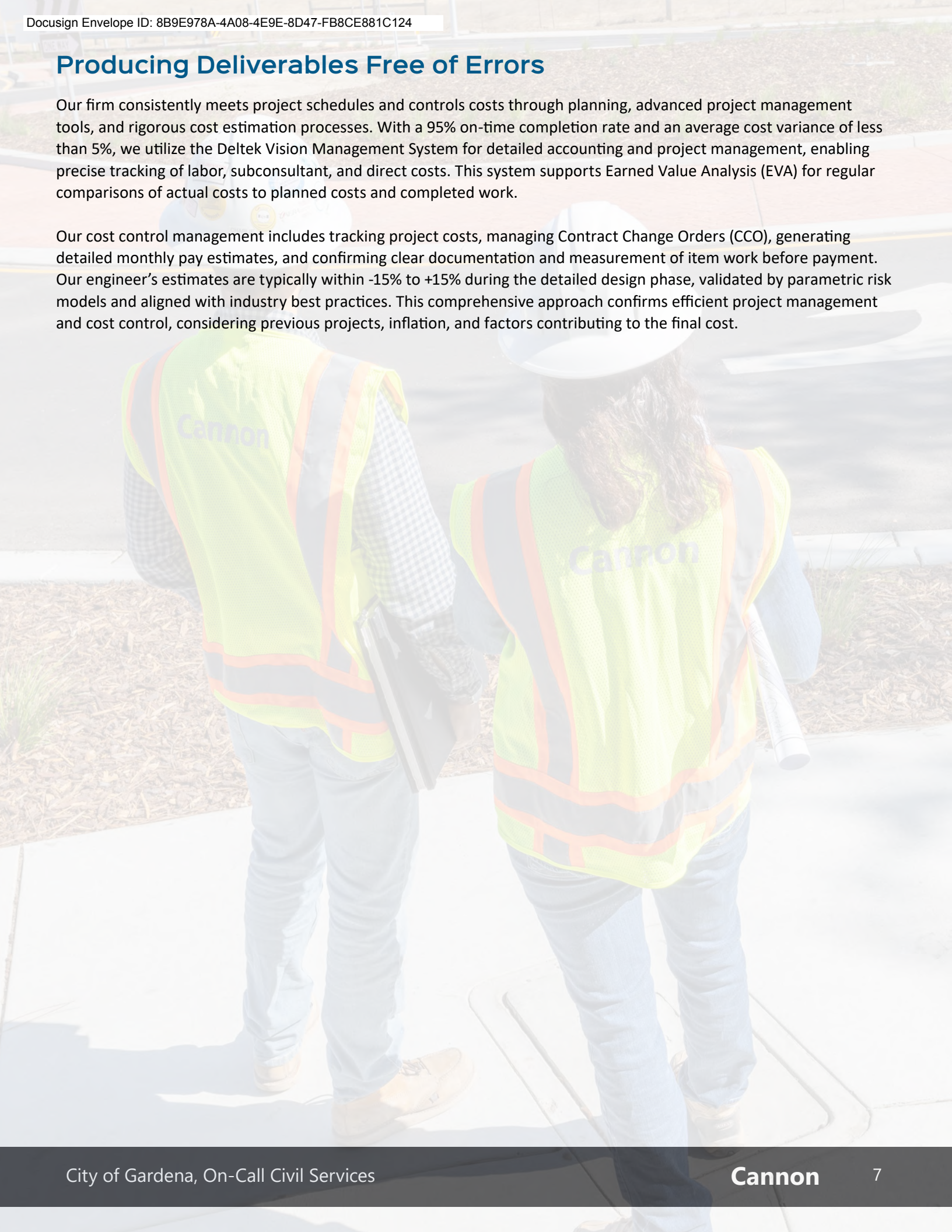
Producing Deliverables Free of Errors

Our firm consistently meets project schedules and controls costs through planning, advanced project management tools, and rigorous cost estimation processes. With a 95% on-time completion rate and an average cost variance of less than 5%, we utilize the Deltek Vision Management System for detailed accounting and project management, enabling precise tracking of labor, subconsultant, and direct costs. This system supports Earned Value Analysis (EVA) for regular comparisons of actual costs to planned costs and completed work.

Our cost control management includes tracking project costs, managing Contract Change Orders (CCO), generating detailed monthly pay estimates, and confirming clear documentation and measurement of item work before payment. Our engineer's estimates are typically within -15% to +15% during the detailed design phase, validated by parametric risk models and aligned with industry best practices. This comprehensive approach confirms efficient project management and cost control, considering previous projects, inflation, and factors contributing to the final cost.



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Cannon's Subconsultants

Iteris, Inc. (Iteris) is the market leader in smart mobility infrastructure management since 1987. Iteris' 460+ staff have decades of expertise in traffic management, along with superior services and patented products that help detect, measure, and manage traffic and vehicular performance, minimize traffic congestion, enhance safety, and empower Iteris clients with solutions to better manage their transportation networks.

Iteris team members are experts in the fields of transportation planning, traffic engineering, and ITS. Knowledge of these practice areas enables Iteris to provide comprehensive services ranging from initial traffic impact studies, transportation modeling, planning, systems engineering, and detailed design, through implementation and performance measurement/ monitoring. Iteris combines the knowledge of transportation engineers, systems engineers, system integrators, software engineers, and transportation planners to offer an unmatched combination of talent and experience. Iteris combines the knowledge of transportation engineers, systems engineers, system integrators, software engineers, and transportation planners to offer an unmatched combination of talent and experience. This allows your team's design to be informed by a hands-on integration experience of robust network communication systems.

Firm Information:

- DIR number: 1000014053
- Type of organization: Publicly Traded Corporation (NASDAQ: ITI)
- Firm size: 460+
- Services offered: Transportation planning, traffic engineering, and ITS

Firm Address:

- 1700 Carnegie Avenue, Suite 100, Santa Ana, CA 92705

Relevant Projects with Cannon:

- Artesia Boulevard Arterial Improvement Project, City of Gardena
- Redondo Beach Blvd Arterial Improvement Project, City of Gardena
- Lakeview Avenue Improvement Project, Phase II, City of Yorba Linda
- PS&E Services for CIP 2018-11 ATP Cycle IV, City of Huntington Park

Epic Land Solutions, Inc. (EPIC) is a full-service real property and right-of-way services consultant whose purpose is to plan, acquire, and manage real property interests needed to construct and maintain infrastructure facilities. For over 24 years, EPIC has performed right-of-way acquisition services for local public agencies, utilities, design engineers, and environmental companies across Southern California.

With 60 staff employed firm-wide, EPIC manages projects locally from regional offices in Los Angeles, Riverside, and San Diego. EPIC is unique among right-of-way consultants by employing real estate appraisers, GIS analysts, and a dedicated utility coordination team in-house to provide maximized real estate intelligence and limited third party involvement. EPIC helps clients understand and abide by local, state, and federal regulations that guide the entire right-of-way process, including the federal Uniform Relocation Assistance and Real Property Acquisition Act of 1970 (URA) and Uniform Standards of Professional Appraisal Practice (USPAP).

History Working with Local Agencies

EPIC has provided on-call real estate consulting services for various municipalities and public agencies throughout Southern California, including Los Angeles County. As an experienced on-call consultant, we are eager to support the City of Gardena with as needed right-of-way services. EPIC is currently performing on-call right of way services for the Cities of Montclair, Inglewood, Anaheim, Riverside, Murrieta, Santa Ana, and the City of Irvine, to name a few.

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LOR GEOTECHNICAL GROUP, INC.
Soil Engineering ▲ Geology ▲ Environmental

LOR Geotechnical Group, Inc. (LOR), is a Certified Small business (SBE) and a multi-disciplined geotechnical engineering and consulting firm providing sound solutions and innovative strategies in the geotechnical engineering, geologic, environmental, and special inspection fields for clients since 1988.

LOR provides a comprehensive organization of qualified personnel to support the technical needs of this project. This firm has provided geotechnical engineering services for over three thousand projects within southern California.

LOR's laboratory is currently approved by the California Department of Transportation (Caltrans). LOR's field and laboratory personnel are Caltrans, International Code Council (ICC), American Concrete Institute (ACI), and American Construction Institute Association (ACIA) certified.

Firm Information:

- DIR number: 1000047292
- Type of organization: Soils Engineering
- Firm size: 12
- Services offered: Geotechnical
- Number of projects with Cannon: 200+

Relevant Projects with Cannon:

- Report Reviews for the Cities of Fullerton, Santa Ana, and Chino California.
- Pavement Design, Vermont Street Rehab, City of Gardena, California

Firm Address:

6121 Quail Valley Court, Riverside, CA 92507

BGB | DESIGN GROUP
Landscape Architecture Planning Urban Design

BGB Design Group (BGB) a Costa Mesa based landscape architectural/planning firm incorporated in 1999, has collaborated on the following projects with Cannon Corporation, Artesia Blvd., Manhattan Beach Blvd., Gibson Mariposa Skate Park, Redondo Beach Blvd. Additional Public works projects include the University Drive Widening Project for the City of Irvine, Esplanade Avenue Streetscape Improvements (APWA Award 2011) and Redondo Beach Pier resurfacing project for the City of Redondo Beach, Kern River Upland and River Edge Restoration project for the City of Bakersfield, the Yorba Linda Town Center and the Crystal Cove for the Crystal Cove Conservatory, Coast Highway, Jamboree Medians and currently Newport Blvd. Streetscape for the City of Newport Beach. As evidence of its capabilities, BGB was awarded the American Society of Landscape Architects Centennial Medallion Award in 1999 for Avalon's Waterfront Redevelopment Design and Plan; the extent of which stretched the length of the Crescent from the Catalina ferry docks to the Casino. Additionally, BGB was awarded an APWA and ASLA Merit award for the Railroad Corridor Pedestrian Beach Trail Project that extends the length of the City of San Clemente. BGB has been retained by the cities of Anaheim, Fullerton, Gardena, Newport Beach, and Rancho Santa Margarita as "on-call" landscape architects.

Firm Information:

- DIR number: 1000020720
- Type of organization: S Corporation
- Firm size: 7
- Services offered: Landscape architecture and irrigation

Diversity Certifications:

- SB (Micro) #1156782

Firm Address:

- 3185 – C1 Airway Avenue, Costa Mesa, CA 92626

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AKAL Consultants

AKAL Consultants provides services to Public Agencies and Private Sector in project planning; project management; civil and structural design of public works projects; construction management; and project closing. Their team consists of experienced professional engineers, planners and consultants who take great pride in providing quality professional services that meet or exceed their clients' expectations.

Below is a partial list of professional services offered to the Public Agencies.

- Prepare project funding applications for Local, State-aid and Federal-aid program projects
- Prepare federal-aid E76 fund obligation packages and coordinate review and approval process with Caltrans and FHWA
- Prepare environmental "PES" forms for federal-aid projects, coordinate environmental (NEPA) approval process with Caltrans and FHWA
- Prepare Initial Site Assessment (ISA) reports
- Prepare Right-of-Way (ROW) Certifications
- Prepare DBE paperwork (Annual Submittals, implementation agreements, establish project specific DBE goals), prepare annual ADA Certifications
- Prepare Quality Assurance Program (QAP) in compliance with Caltrans requirements
- Prepare "Contract Award Packages" for Federal-aid and State-aid projects
- Prepare progress and final reimbursement requests for Federal, State and Local Measure funded projects
- Prepare CTC Vote Allocation packages for STIP funded projects
- Prepare final closing reports for Grant funded projects
- Project management and coordination services for planning, design, right-of-way, and construction phases
- Coordinate permit process with Caltrans and other regulating agencies
- Civil and structural design of public works projects including retaining walls and special structures
- Construction administration/management and project closing
- Assist Agencies with project audits

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Familiarity of Regional Grants / Competitive Funds

Cannon's approach to grant funding reflects a comprehensive understanding of the funding landscape, focusing on providing the technical support necessary to help projects remain compliant with the funder's requirements and avoid claw-backs. Additionally, Cannon can enhance the grant application process by providing technical analyses that significantly improve the quality of grant proposals. We have produced a variety of technical studies that can strengthen the impact and competitiveness of many grant proposals, making them more persuasive and increasing their chances of success in competitive funding situations. The following table provides a summary of our firm's successful history of grant applications.

Agency	Project	Funding Source(s)				Grant Amount	Timeline (year completed)	Phase In Which Services Were Provided
		Federal	State	CDBG	FEMA			
City of Paso Robles	Theatre Drive Realignment	ARRA				$2.86 million	In Progress	Construction, Close-Out
City of Pismo Beach	Miscellaneous Projects, 1998, 2000, 2002 STIP		STIP			various	1998-2002	Application, Authorization, Design, Environmental, Right of Way, Bidding/Award,
	Dinosaur Caves Park Street Improvements		STIP			$163,000.00	2003	Authorization
	ITS Projects	ITS				$180,000.00	2005	Application, Authorization, Design, Environmental, Right of Way, Bidding/Award,
	Promenade IV	HPP TE	STIP-TE			$1.2 million	2007	Application, Authorization, Design, Environmental, Right of Way, Bidding/Award, Construction, Grant Reimbursements, Close-Out
	Beachcomber Stairs		LWCF			$210,000.00	2009	Application, Authorization, Design, Environmental, Right of Way, Bidding/Award,
	Fourth Street Improvement		STIP			$473,000.00	2009	Close-Out
	Promenade IVB	ARRA HPP	STIP-TE			$1.6 million	2011	Application, Authorization, Design, Environmental, Right of Way, Bidding/Award, Construction, Grant Reimbursements, Close-Out
County of San Luis Obispo	Price Canyon Road Improvements	TEA				$213,000.00	2006	Authorization, PS&E Certification, Award Package
	El Moro Bikeway	TEA				$219,996.00	2006	Award Package
	Santa Ysabel Improvements - Los Osos	TEA				$229,443.00	2006	Authorization, PS&E Certification, Award Package
	San Miguel Streetscape	TEA				$280,000.00	2006	Authorization, PS&E Certification
	Main Street (Cambria) Improvement Project	TEA				$243,457.00	2005	Authorization, Design, Environmental, Right of Way, Bidding/Award, Construction, Grant Reimbursements, Close-Out
	Price Canyon Road Improvements	HPP HBP	STIP			$4.1 million	2010	Authorization
	Willow Road Extension / 101 Interchange		SLPP			$2 million	2010	Application, Authorization
	Hutton Road Improvements	HSIP				$531,000.00	2011	Authorization, Design, Environmental, Right of Way, Bidding/Award
	Lopez Drive Bridge	HBP				$160,000.00	In Progress	Authorization, Design, Environmental, Right of Way, Bidding/Award, Construction Mgmt, Close-Out
City of Atascadero	Atascadero Lake Park Walkway	TEA				$169,000.00	2003	Application, Authorization, Design, Environmental, Right of Way, Bidding/Award,
	Garcia Road Bridge	HBP				$794,645.00	2003	Application, Authorization, Design, Environmental, Right of Way, Bidding/Award,
	Santa Ysabel Road Rehabilitation		STIP			$318,000.00	2003	Authorization, Construction, Grant Reimbursements, Close-Out
	Santa Cruz Road Rehabilitation		STIP			$264,000.00	2003	Grant Reimbursements, Close-Out
	El Camino Real Traffic Signals	ITS	STIP			$384,000.00	2003	Close-Out
	El Camino Real Enhancement		STIP			$298,000.00	2004	Grant Reimbursements, Close-Out
	La Linia Street Rehabilitation			CDBG		$200,000.00	2004	Design, Bidding/Award, Construction
	Los Osos Road Culvert Replacement			CDBG		n/a	2005	Permits
	Atascadero Lake Park Restroom Replacement			CDBG		$215,662.00	2006	Design, Bidding/Award, Construction
	Atascadero Creek Bank Restoration					n/a	2006	Contract Administration
	Lewis Avenue Bridge	TCSP				$220,000.00	2008	Application, Authorization, Design, Environmental, Right of Way, Bidding/Award,
	San Gabriel Road - Safe Route to Schools (SRTS)		SR2S			$383,400.00	2010	Application, Authorization, Design, Environmental, Right of Way, Bidding/Award,
City of Grover Beach	W. Grand Avenue	STIP-TE				$600,000.00	In Progress	Authorization, Design, Environmental, Right of Way, Bidding/Award, Construction Mgmt, Grant Reimbursements, Close-Out
City of Guadalupe	Guadalupe Street (Route 1)	HPP				$351,814.00	2012	Authorization, Design, Bidding/Award, Construction, Grant Reimbursements, Close-Out
San Luis Obispo Council of Governments	Highway 1 Corridor Coastal Management Plan	NSB				$24,000.00	2011	Authorization, Close-Out, Contract Administration
	Highway 1 Corridor Gateway Monuments	NSB				$304,000.00	In Progress	Authorization, Design, Environmental, Right of Way, Bidding/Award, Construction, Close-Out
	Highway 1 Corridor Interpretive Signs	NSB				$312,000.00	In Progress	Authorization, Design, Environmental, Right of Way, Bidding/Award, Construction, Close-Out
	Highway 1 Coastal Trail Plan	NSB				$350,000.00	2012	Authorization, Design, Environmental, Right of Way, Bidding/Award, Construction, Close-Out
California Polytechnic	Gilardi Road Bridge Replacement	HBP				$717,093.00	In Progress	Application, Authorization, Close-Out
Cuesta Community College	Hollister Road Bridge Replacement	HBP			Cal EMA	$3.4 million	2011	Construction, Grant Reimbursements, Close-Out

Federal - FHWA:
ARRA = American Recovery and Reinvestment Act
ER = Emergency Relief
HPP = High Priority Projects
HSIP = Highway Safety Improvement Program
SRTS = Safe Routes to School (Federal)
TE = Transportation Enhancement
HBP = Highway Bridge Program
ITS = Intelligent Transportation Systems
NSB = National Scenic Byways
TCSP = Transportation & Community &

State of California:
LWCF = Land and Water Conservation
CDBG = Community Development Block

California Transportation Commission:
SLPP = State and Local Partnership Program
STIP = State Transportation Improvement Program
EEM = Environmental Enhancement Mitigation
SR2S = Safe Routes to School (State)
STIP = State Transportation Improvement Program
Prop 1B = State-Local Partnership Program

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Experience Working with Public Agencies / Authorities

Cannon has had the opportunity to build professional relationships with many cities, counties, and local agency representatives throughout California. The following select list presents a summary of the municipal entities we have worked with recently:

- City of Gardena
- City of Los Angeles
- County of Los Angeles Department of Public Works
- Los Angeles Community College District
- Port of Long Beach
- City of Glendale
- City of Diamond Bar
- City of Manhattan Beach
- City of Irvine
- Irvine Ranch Water District
- City of Anaheim
- City of Santa Ana
- City of Fullerton
- City of Lake Forest
- City of Garden Grove
- City of Huntington Park
- Santa Clarita Water District
- Newhall County Water District
- City of South Pasadena
- City of Santa Fe Springs
- City of Redondo Beach
- City of Rancho Palos Verdes
- City of Pomona
- City of Pico Rivera
- City of Santa Monica
- City of El Monte
- City of Menifee
- City of Moreno Valley
- County of Riverside EDA
- County of San Bernardino
- City of Chino
- City of Arroyo Grande
- City of Atascadero
- City of Bakersfield
- City of Beverly Hills
- City of Buellton
- City of Carpinteria
- City of Delano
- City of Goleta
- City of Gonzales
- City of Grover Beach
- City of Guadalupe
- City of Hemet
- City of Lancaster
- City of Lompoc
- City of Lynwood
- City of McFarland
- City of Monterey
- City of Morro Bay
- City of Paso Robles
- City of Pismo Beach
- City of Salinas
- City of San Luis Obispo
- City of Santa Maria
- City of Simi Valley
- City of Soledad
- City of Solvang
- City of Ventura
- City of Vernon
- County of San Luis Obispo
- County of Kern
- County of Santa Barbara
- Orange County Public Works
- Santa Ynez Community Services District
- Nipomo Community Services District

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Project Spotlight Matrix

Project Name	Services Provided						
	Drainage Design	Grading Design	Roadway Design	ADA Design and Assessment	Water Quality / SWPPP	Technical Specifications	Engineer's Cost Estimates
Artesia Blvd. Arterial Improvements, *Gardena, California*		✓	✓	✓		✓	✓
Rowley Park Restroom project *Gardena, California*		✓		✓		✓	
170th Street Improvements, *Gardena, California*	✓	✓	✓	✓		✓	✓
Redondo Beach Blvd Arterial Improvements, *Redondo Beach California*		✓	✓	✓		✓	✓
Rio Vista Street Pavement Rehabilitation, *Anaheim, California*	✓	✓	✓	✓	✓	✓	✓
Cerritos Avenue Sidewalk Gap Closure, *Anaheim, California*		✓	✓	✓	✓	✓	✓
Modjeska Park Storm Water Detention, *Anaheim, California*	✓	✓		✓	✓	✓	✓
Jamboree Main Intersection *Improvements, Irvine, California*	✓	✓	✓	✓	✓	✓	✓
San Juan Street Reconstruction, *Fullerton, California*		✓	✓	✓		✓	✓
Concrete Pavement Reconstruction, *Newport Beach, California*	✓	✓	✓	✓	✓	✓	✓
Lakeview Avenue Widening, *Yorba Linda, California*	✓	✓	✓	✓	✓	✓	✓
Pedestrian Access Curb Ramps, *Long Beach, California*	✓	✓	✓	✓			✓
ADA Ramp Improvements, *Lake Forest, California*			✓	✓		✓	✓



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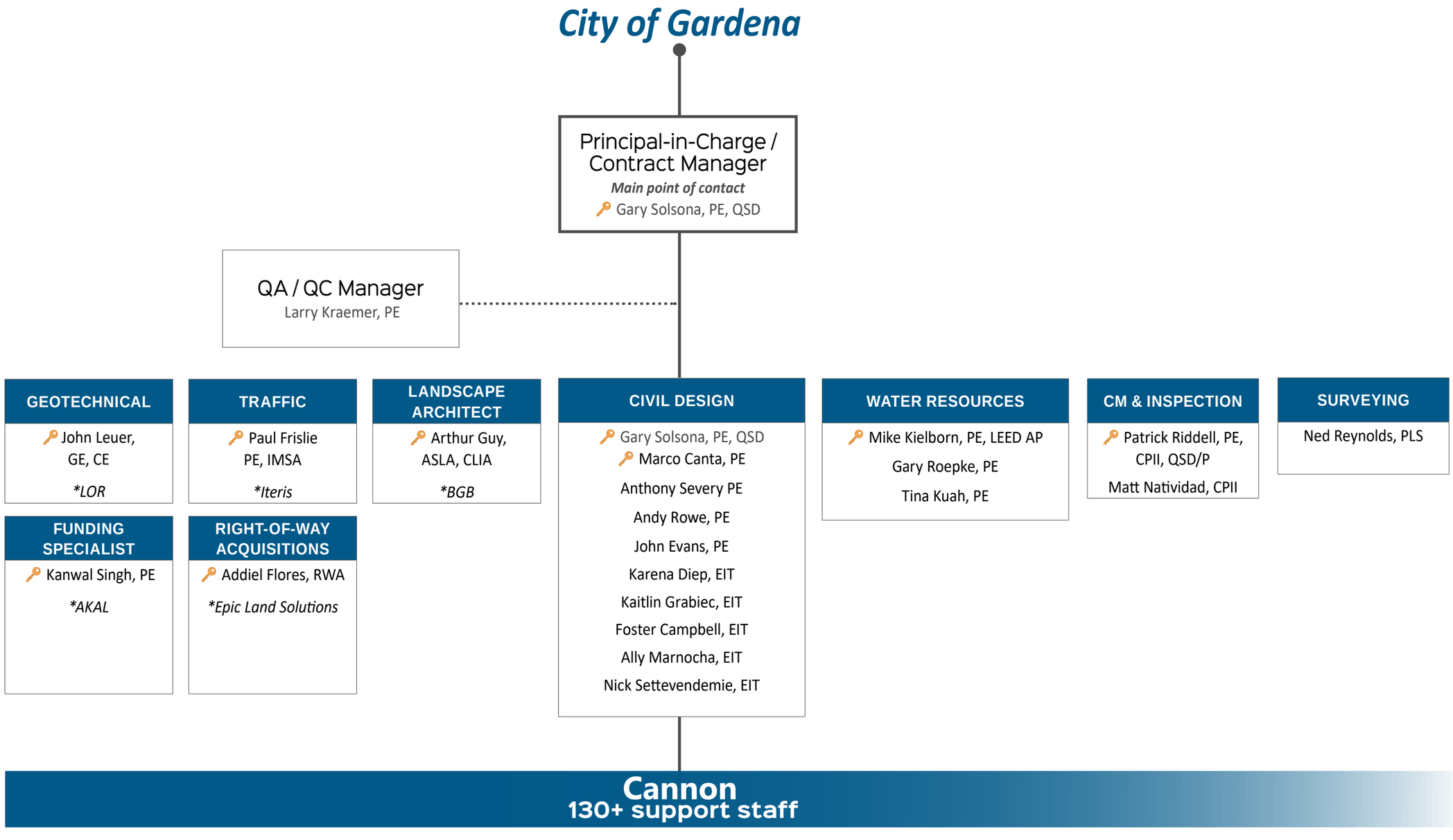
Organizational Chart

We have selected key staff who are not only experts in their respective disciplines but also have extensive experience collaborating on similar projects. This high level of expertise has allowed our team to fine-tune our collaboration and coordination, contributing to the successful completion of projects that are on time and within budget. Our team will be led by Gary Solsona, PE, QSD, as Principal-in-Charge and Contract Manager.

🔑 Key Personnel
**Subconsultant*



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City of Gardena, *California*

Artesia Boulevard Arterial Improvements

The City of Gardena (City) wanted to replace existing medians along Artesia Boulevard, from Western Avenue to Vermont Avenue, with a new decorative hardscape paving solution. Based on prior discussions with City staff, the Cannon team (including our subconsultant, BGB) evaluated and presented four paving solutions to the City: 1. grouted river cobble; 2. exposed concrete; 3. concrete unit pavers; and 4. staining/sealing the existing stamped concrete. The City subsequently decided to move forward with the cobblestone paving solution, which Cannon incorporated into the final design plans, specifications, and cost estimate.

Our team prepared a design study (exhibit) to convey the proposed limits of added or deducted hardscape for City direction. Following approval of the conceptual design direction, we completed revisions to the previously submitted 95% design plans, specifications and estimate (PS&E). This consisted of the street improvement plans and landscape demolition plan, irrigation plan, planting plan, technical specifications, and cost estimate.

- Cannon's Subconsultant: BGB

Key Project Team Members
- Gary Solsona, PE, QSD Project Manager
- Karena Diep, EIT Design Engineer
- Paul Frislie,PE (Iteris), Traffic Engineer
- Art Guy (BGB), Landscape Architect



Project Dates: March 2019 - June 2024

Reference: William Mendoza
Associate Engineer
City of Gardena
1717 West 162nd Street
Gardena, CA 90247
☎ 310.217.9676
✉ wmendoza@cityofgardena.org

170th Street Improvements

Cannon successfully completed the 170th Street Improvement Project in Gardena, spanning 0.50 miles from Normandie Avenue to Vermont Avenue. Funded partly by $500,000 from the Federal Surface Transportation Program, the project focused on enhancing street drivability and aesthetics. Key accomplishments included rehabilitating asphalt concrete pavement, repairing concrete curbs and sidewalks, upgrading curb ramps to ADA standards, and installing a traffic signal system battery backup at a major intersection. Cannon's role encompassed preparing construction plans, specifications, cost estimates, and handling the E-76 Authorization documentation, culminating in a project that met the City of Gardena's safety and accessibility standards. This project included a geotechnical subconsultant that Cannon managed.

- Funded partly by Federal Surface Transportation Program

Key Project Team Members
- Gary Solsona, PE, QSD Project Manager
- Karena Diep, EIT Design Engineer
- Kanwal Singh (AKAL), Federal E-76 Processing



Project Dates: March 2019 - December 2022

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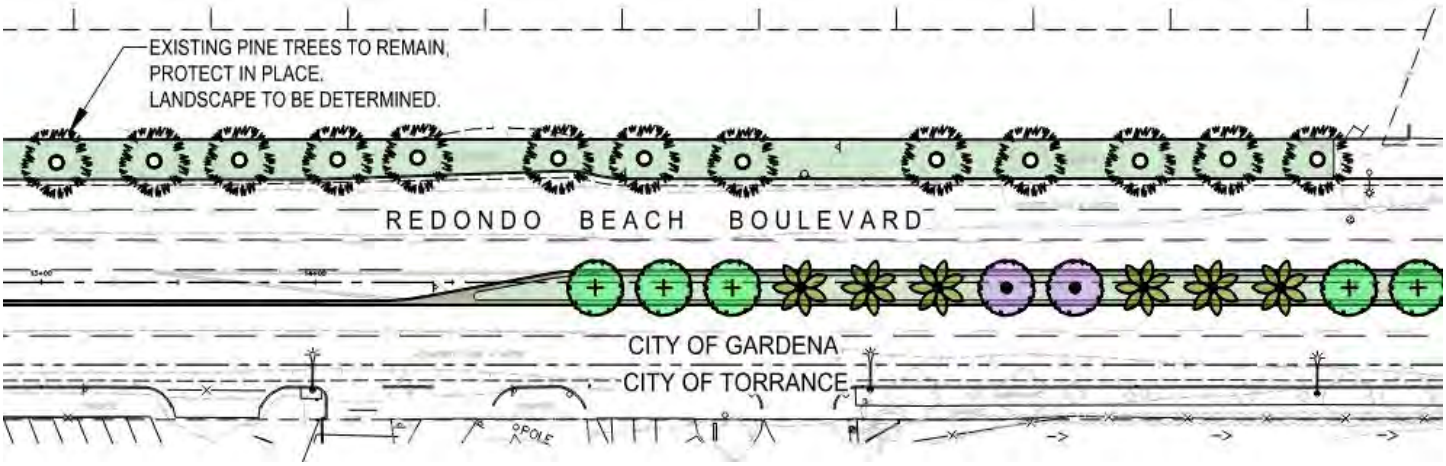
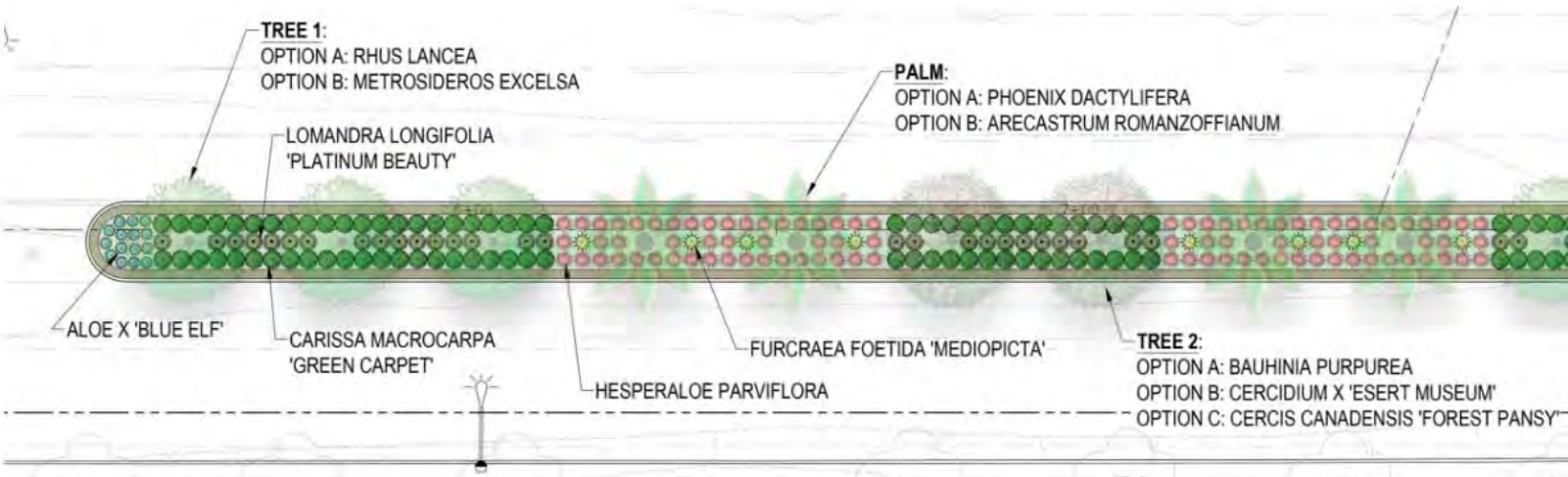
Redondo Beach Boulevard Arterial Improvements

The City of Gardena Public Works Department (City) retained the professional engineering services of Cannon to provide PS&E design services for the Redondo Beach Blvd Arterial Improvements Project from Crenshaw Blvd. to Vermont Ave., approximately 1.9 miles in length. The project improvements propose to improve safety, access, and corridor traffic operations by modifying the existing raised medians and installing new raised medians to replace the existing two-way left turn medians, extend left turn pockets, and improve traffic channelization. Other components related to the design of the corridor include pavement reconstruction / rehabilitation, addition of bulb-outs (which require evaluating existing drainage systems), upgrading existing curb ramps to ADA compliance, upgrades to the traffic signal system.





ENLARGEMENT 'B'
SCALE: 1" = 10'

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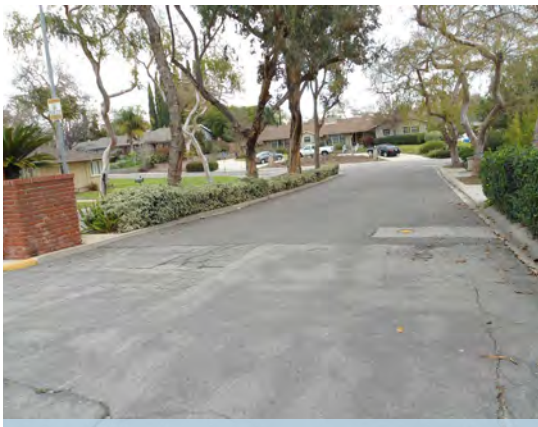
San Juan Street Reconstruction Project

The City of Fullerton needed to complete street, water, and sewer improvements along seven streets within the San Juan Community. Improvements consisted of pavement reconstruction via full depth reclamation with cement; reconstruction of raised median (due to upheaving of tree roots); repair of broken/damaged portland cement concrete curb and gutter (rolled and standard); cross-gutters and driveway aprons; replacement and upsizing of existing water mains to 8" PVC; reconnecting existing water services; and removal and replacement of the existing 8" VCP sewer main.

Cannon provided civil engineering design services for plans, specifications, and estimate (PS&E) construction documents. The Cannon Team also provided topographic survey, geotechnical investigation, utility coordination, utility potholing services, and pre- and post-construction monumentation preservation services for the project. Survey services included topographic survey, cross sections, right-of-way establishment, construction staking, and monument perpetuation for one mile of residential streets.

Key Project Team Members

- Gary Solsona, PE, QSD Project Manager
- Mike Kielborn, PE, Civil Engineer



Project Dates: January 2018 - December 2021

Reference: David Grantham, PE
Principal Civil Engineer
City of Fullerton
303 W. Commonwealth Ave
Fullerton, CA 92832
☎ 714.738.6853
✉ david.grantham@cityoffullerton.com

Rancho-Verona Water Main Replacement

Cannon was selected to provide civil design to replace outdated 6" and 8" cast iron water mains in the Rancho Verona area, prior to performing street repairs. The need to replace the selected water mains resulted from age, condition, and capacity deficiencies of the existing water mains. The new pipeline provides a more reliable water supply to the community and better pressure and fire flow for the area. The length of the water mains replaced was 5,583 feet. The design included a new water main to be installed adjacent to existing water mains, and the old water mains to be abandoned once service laterals are tied over to the new line.

- **Project Dates:** November 2022 - September 2023

Euclid and Rosecrans Water Main Rehabilitation

To prevent trenching on new pavement, the City of Fullerton is replacing water mains near Euclid Street and Rosecrans Avenue ahead of a nearby development, with the Developer repaving affected streets. This includes upgrading 8-inch and 12-inch pipes with C900 PVC and rehabilitating a 24-inch main using trenchless CIPP technology, enhancing water supply and fire safety over 3,090 feet of new mains and 930 feet of rehabilitated mains.

- **Project design completed:** December 2023

Key Project Team Members

- Mike Kielborn, PE, Project Manager



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Modjeska Park Underground Storm Water Detention and Infiltration System

Modjeska Park is an ***award-winning*** project that spans a 23.5-acre park in Anaheim, California. The City of Anaheim selected Cannon to engineer a solution to a multi-faceted problem. Extensive flooding caused by an under-sized storm drain line prompted an urgent local need for stormwater management. As part of Orange County's larger Storm Water Resource Plan, the objectives were to protect and enhance regional water quality, manage stormwater runoff, and increase local water supply.

The project involved installing an underground, pre-manufactured infiltration/ detention system; two laterals to divert dry weather flow and stormwater; and a stormwater diversion structure to divert flows from an existing 48-inch reinforced concrete storm drainpipe that drains the 224-acre contributing watershed. The system was designed to capture and infiltrate a minimum of 150 acre-feet per year of dry weather, urban runoff, and first flush of storm water to reduce pollutant discharge to the Bolsa Chica Channel.

Key Project Team Members

- Gary Solsona, PE, QSD Project Manager
- Anthony Severy, PE Civil Engineer

Cerritos Avenue Sidewalk Gap Closure

Cannon provided civil engineering design, including plans, specifications, and estimates (PS&E), and survey services for this project located on Cerritos Avenue from Euclid Street to approximately 600 feet east of Euclid Street. The project consisted of constructing a five-foot wide, ADA compliant sidewalk adjoining the back of curb, with no parkway along the north and south sides. The work also included the construction of block walls and fences that were relocated and reconstructed as part of the project. The new sidewalk eliminated the need for pedestrians to walk along the side of the road or on a dirt path.

Cerritos was designed as a four-lane secondary arterial by the County's Master Plan of Arterial Highways (MPAH) with average daily traffic of 9,400 vehicles per day. The sidewalk along Cerritos east of Euclid Street ended abruptly. The existing pathway consisted of an unpaved dirt path. The sudden sidewalk gap was a challenge for the drivers, pedestrians, bicyclists, and students of Loara High School located on the northwest corner of the Euclid and Cerritos. This sidewalk project provides enhanced safety and improved access for the school children and pedestrians in general. Cannon's services included right-of-way acquisition and Phase I ESA.

Key Project Team Members

- Gary Solsona, PE, QSD Project Manager



Project Dates: March 2021 - November 2021

2020 Water Project of the Year, Orange County Branch

2020 SoCal Project of the Year

Reference: Bill Grigsby, PE
Principal Civil Engineer
City of Anaheim
200 South Anaheim Blvd., Ste. 276,
Anaheim, CA 92805
☎ 714.765.5259
✉ WGrigsby@anaheim.net

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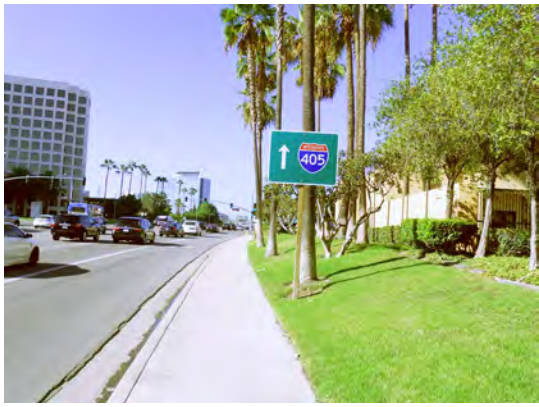
Jamboree Main Intersection Improvement

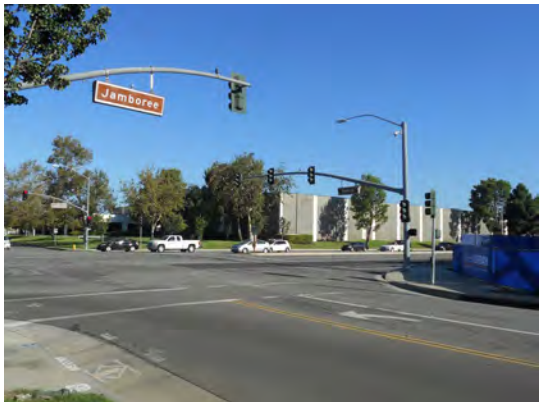
Strategically located in the heart of southern California, between Los Angeles and San Diego, Irvine is surrounded by major freeways. It holds more than 26,000 business licenses, Irvine delivers the benefits of connectedness, proximity, and customer accessibility. To continue to provide the necessary traffic flow, this project was designed to improve the intersection of Jamboree Road and Main Street to mitigate the future deficient level of service (LOS) by adding a fifth northbound and a fifth southbound lane on Jamboree Road, between the I-405 northbound on/off ramps and Kelvin Avenue. The improvements were designed to meet current City, State, and Federal standards.

Due to right-of-way constraints, sidewalk widths north of Main Street were less than recommended by the IBC Vision Plan design guidelines (IBC recommends an 8' parkway and 8' sidewalk width, proposed improvements are no parkway and 6' to 8' sidewalk widths). Any non-standard features required approval by the City's Planning Department during final design.



Year Completed: October 2019





Key Project Team Members

- Gary Solsona, PE, QSD Project Manager

This project included professional engineering services for the preparation of construction contract documents, including the following:

- Street improvement plan and profile
- ADA sidewalk and curb ramp design
- Storm drain and flood control channel modifications
- Right-of-way engineering (title reports, mapping & legal descriptions, ROW acquisition maps)
- Retaining wall plan / profile
- Earthwork grading plans
- Landscape planting / irrigation plans
- Construction details
- Traffic signal modification
- Striping / signing plans
- Traffic stage construction plans
- Wet and dry utility coordination / mapping
- Hydrology and hydraulics
- WQMP / SWPPP
- IRWD water facility design
- Environmental compliance and water quality documentation
- Specifications and construction cost estimates

Reference: Steve Sherwood, PE
Assistant City Engineer
City of Irvine
One Civic Center Plaza, Irvine, CA 92623
☎ 949.724.7327
✉ ssherwood@cityofirvine.org

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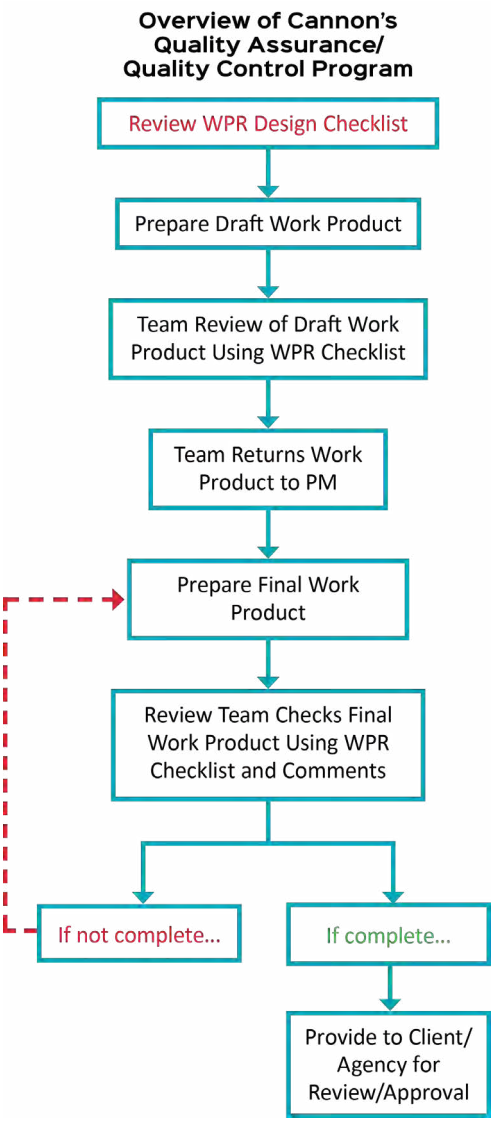
Accurate Coordination of Subconsultants

Cannon has extensive experience in accurately coordinating subconsultants, having worked with 100+ firms. From project onset, each subconsultant is integrated into our Quality Assurance/Quality Control (QA/QC) process making them fully vested and accountable members of the Cannon Team. Regular coordination meetings and a comprehensive project management system help us maintain alignment and address issues promptly, resulting in seamless project execution. Cannon's QA/QC Process is detailed below.

Quality Assurance/Quality Control Process

Cannon is committed to providing the City with the best possible product, on schedule and within budget. To accomplish this, we use a Quality Assurance/ Quality Control (QA/QC) Program that is organized to accommodate the specific needs and requirements of each task order. Our QA/QC manager for this contract is Mr. Larry Kraemer, PE. Cannon's QA/QC program is generally divided into three phases:



1. **Design Team Review.** This review is provided by members of the project team as the work progresses. Prior to the start of design work, an analysis is made to determine the technical requirements, needs, and requirements of the Client; jurisdictional requirements; and fiscal constraints or schedule requirements of the project. At this time, specific quality control requirements and internal review procedures are established.

2. **Independent Peer Review.** This review is conducted at various project phases preliminary, 60%, and 100% by design personnel who are outside of the regular project design team. Peer review consists of a detailed review of project work products. This process involves the assignment of senior personnel, including principals, to provide detailed, independent reviews of the work being completed. The selection of senior personnel for this task is based on professional expertise, specific knowledge of similar projects, and years of experience. The detail reviewer's responsibility will include: evaluation of the overall project concept at preliminary phase; verification of the adequacy of the design to achieve the project goals; evaluation of possible design alternatives; review of QA/QC by the design team; review of the project for constructability; and contractor review. Recommendations made by the independent reviewer are made directly to the project manager, who is responsible for evaluating the recommendations and implementing changes, as required. The reviewer's comments will be documented and recorded along with the designer and project manager's response to comments.

3. **Review of Subconsultant Deliverables: This review is conducted by Cannon's project manager because of their knowledge of the entire project's scope and how each discipline relates to each other.** This review is also conducted at various project phases, including the preliminary, 60%, and 100% and will be done prior to submitting the complete deliverable to the City. This review includes: evaluation of the overall project concept at preliminary phase; verification of the adequacy of the design to achieve the project goals; evaluation of possible design alternatives; and review of the project for constructability. After receipt of review comments, the subconsultant incorporates the comments or provides justification for a different design direction. The subconsultant then provides revised plans to the project manager along with the original comments and proper responses that follows our QA/ QC plan format.

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Reference: David Grantham, PE
Principal Civil Engineer
City of Fullerton
303 W. Commonwealth Ave
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✉ david.grantham@cityoffullerton.com

Reference: Bill Grigsby, PE
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200 South Anaheim Blvd., Ste. 276
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Reference: Steve Sherwood, PE
Assistant City Engineer
City of Irvine
One Civic Center Plaza
Irvine, CA 92623
☎ 949.724.7327
✉ ssherwood@cityofirvine.org

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2024/2025 Fee Schedule
Bill Rate Ranges
Fee Schedule will remain fixed throughout the initial term of the Agreement

Assistant Resident Engineer I - II	$ 155 - $ 205
Associate Engineer	$ 180 - $ 240
Associate Land Surveyor	$ 210 - $ 230
Associate Landscape Architect	$ 175 - $ 215
Automation Specialist	$ 165 - $ 210
Automation Technician	$ 130 - $ 165
CAD Tech	$ 115 - $ 140
CAD Manager	$ 130 - $ 165
Construction Coordinator I - II	$ 125 - $ 160
Construction Inspector I - III	$ 120 - $ 200
Construction Manager	$ 178 - $ 235
Design Engineer	$ 150 - $ 195
Director/ Department Manager	$ 225 - $ 310
Dry Utilities Coordinator I - II	$ 170 - $ 200
Engineer Tech	$ 120 - $ 150
Engineering Assistant I - II	$ 115 - $ 140
Grant Funding Manager I - II	$ 160 - $ 225
I&E Services Coordinator	$ 120 - $ 140
Information Systems Admin/Manager	$ 135 - $ 168
Land Surveyor	$ 195 - $ 230
Landscape Architect	$ 130 - $ 200
Landscape Designer I - II	$ 120 - $ 142
Lead Automation Specialist	$ 175 - $ 209
Lead Automation Technician	$ 135 - $ 170
Lead Designer	$ 140 - $ 180
Office Engineer / Document Control I-III	$ 115 - $ 164
Plan Check Engineer I - II	$ 140 - $ 198
Planner I - III	$ 130 - $ 175
Planning Assistant	$ 115 - $ 150
Principal Automation Specialist	$ 186 - $ 232
Principal Construction Engineer	$ 210 - $ 293
Principal Designer	$ 140 - $ 200
Principal Engineer	$ 200 - $ 290

Other Direct Charges

Black Line Plots	$2.00 per page
Outside Reproduction	Cost + 15%
Mylar Plots	$12.00 per sheet
Automation & Electrical Materials	Cost + 25% (+tax)
Subconsultant Fees	Cost + 15%
Technology Fee	$30/Day
Color Plots	$5.00 per page
Travel and Related Subsistence	Cost + 15%
Standard Mileage Rate	IRS Rate per mile
Airplane Mileage Rate	GSA Rate per mile

Project Designer	$ 125 - $ 179
Project Engineer	$ 153 - $ 205
Resident Engineer	$ 195 - $ 248
Sr. Associate Architect	$ 219 - $ 260
Sr. Associate Engineer	$ 180 - $ 265
Sr. Automation Specialist	$ 185 - $ 225
Sr. Automation Technician	$ 150 - $ 185
Sr. CAD Tech	$ 130 - $ 160
Sr. Construction Manager	$ 217 - $ 323
Sr. Consultant / Principal-in-Charge	$ 285 - $ 385
Sr. Land Surveyor	$ 230 - $ 275
Sr. Landscape Architect	$ 190 - $ 230
Sr. Plan Check Engineer	$ 175 - $ 228
Sr. Principal Designer	$ 145 - $ 225
Sr. Principal Engineer	$ 225 - $ 320
Sr. Project Designer	$ 135 - $ 200
Sr. Project Engineer	$ 165 - $ 225
Sr. Resident Engineer	$ 205 - $ 258
Survey Assistant	$ 115 - $ 145
Survey Technician I - V	$ 143 - $ 218
Technical Writer I - IV	$ 115 - $ 140

Survey Crew Rates - Regular

One-Man Field	$ 210 - $ 233
Two-Man Field	$ 303 - $ 319
Three-Man Field	$ 399 - $ 418
Two-Man - HDS	$ 348 - $ 367

Survey Crew Rates - Prevailing Wage

One-Man Field	$ 270 - $ 290
Two-Man Field	$ 389 - $ 412
Three-Man Field	$ 549 - $ 571

Electrical - Prevailing Wage

Electrician	$ 207 - $ 254

Building and Construction Inspector - Prevailing Wage

BCI Construction Inspector	$ 169 - $ 201

Forensics Engineering / Expert Testimony Fee Schedule Available Upon Request.

Expenses, such as special equipment, shipping costs, travel other than by automobile, parking expenses, and permit fees will be billed at the actual cost plus 15%. If the client requests, or the client's schedule requires work to be done on an overtime basis, a multiplier of 1.5 will be applied to the stated rates for weekdays for daily hours in excess of 8 as well as weekends, and a multiplier of 2.0 for daily hours in excess of 12 and holidays. If the client requests field services to be provided outside of normal working hours, a multiplier of 1.5 will be applied to the stated rates. For prevailing wage projects, if the client requests field services to be provided on any given Sunday, a multiplier of 2.0 will be applied to the stated rates; on or around an observed holiday, other rates may be applied. Survey Crews and Automation Field staff are billed portal to portal. A minimum charge of four hours will be charged for any Automation Field Service calls outside of normal working hours. The stated rates are subject to change, typically on an annual basis.

(effective 7/1/2024)

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iteris®
949.270.9400
iteris.com
1700 Carnegie Avenue, Suite 100
Santa Ana, CA 92705

Rate Schedule.

	Billing Rate	
STAFF CLASSIFICATION	**Min**	**Max**
Support Staff I	$104	$136
Support Staff II	$163	$222
Assistant Engineer/Planner	$113	$155
Associate Engineer/Planner	$135	$183
Engineer/Planner	$140	$196
Senior Engineer/Planner I	$195	$246
Senior Engineer/Planner II	$228	$264
Lead Engineer/Senior Manager	$236	$315
Associate Vice President/Principal/Director	$258	$349
Vice President/Chief Scientist	$343	$454

Billing Rates effective for first three (3) contract years.
Task Orders will utilize individual staff rates at time of Letter Proposal submission, NTE Max Billing Rates.

Default Standard Terms and Conditions

- Other direct expenses to be billed at cost, unless otherwise negotiated.
- Mileage rates will be based upon current IRS standard rates.

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Client: Cannon Corp
Agency: City of Gardena
Project: On-Call Professional Services
Scope of Services: Right of Way Acquisition
Date submitted: 6/3/2024
Prepared by: C Sinclair

Title/Classification	Hourly Billing Rates
Advisory Manager	$210
Senior Project Manager	$200
Project Manager	$165
Assistant Project Manager	$150
Senior Right of Way Agent	$135
Right of Way Agent II	$110
Right of Way Agent I	$110
Project Coordinator	$100
Budget & Financial Controls	$185

Staff billing rates provided do not include the Federal Acquisition Regulations (FAR) approved overhead rate for Epic Land Solutions, Inc. and are not suitable for state and federally funded projects.

If the NTP is received after 120 days from this proposal, fees and billing rates may require revision.

Other Direct Costs	Rate
Mileage	At IRS Allowable
Postage/Overnight Delivery	At Cost
Property Ownership and Tenant Data	At Cost
Outside Services (Vendors & Subconsultants)	At Cost
Appraisal Reports/Appraisal Review Certificates	Fixed Fee, At Cost
Preliminary Title Reports	Fixed Fee, At Cost

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LOR GEOTECHNICAL GROUP, INC.
Soil Engineering ▲ Geology ▲ Environmental

FEE SCHEDULE

OCTOBER 2023

SERVICES

Geotechnical Engineering
LOR Geotechnical Group, Inc. provides geotechnical engineering services, including: preliminary geotechnical investigations, foundation investigations, percolation feasibility investigations, liquefaction evaluation investigations, as well as grading observation materials testing services.

Geological
LOR Geotechnical Group, Inc. provides geological services, engineering geology investigations, seismic setting studies, slope stability investigations, liquefaction susceptibility investigations, hydrology/water resource studies, and bedrock rippability evaluations.

Environmental
LOR Geotechnical Group, Inc. provides, environmental site assessments, underground storage tank investigations and remediation investigations, groundwater monitoring systems, soil and groundwater sampling and analysis, and environmental studies for property transfers.

All costs for Geotechnical Engineering, Geological, and Environmental Services are based on the site and investigative parameters requested.

FEES

The hourly personnel charges and laboratory test unit rates are as follows:

Personnel Charges-Hourly	
Principal Engineer	$330.00
Project Engineer/Geologist	$180.00
Staff Engineer/Geologist	$155.00
Soil Technician/Deputy Inspector (Field or Laboratory) [1]	$115.00
Soil Technician/Deputy Inspector (Prevailing Wage) [1, 2]	$145.00
Soil Technician/Deputy Inspector (CBA) [1, 2]	$155.00
Traffic Control (Prevailing Wage) [1, 2]	$135.00
Drafting	$105.00
Clerical	$90.00
Laboratory Testing Charges - Unit Costs	
CT 202: Sieve Analysis (Soil)	$120.00
CT 202: Sieve Analysis (Aggregate)	$155.00
CT 202: #200 Sieve Wash	$70.00
CT 205: Crushed Particle Analysis	$155.00
CT 206 Specific Gravity + Absorption of Coarse Aggregate	$125.00
CT 207: Specific Gravity + Absorption of Fine Aggregate	$165.00
CT 211: LA Rattler	$275.00
CT 213: Organic Impurities	$90.00
CT 217: Sand Equivalent	$130.00
CT 217: Sand Equivalent -QC	$145.00
CT 226: Moisture Content	$35.00
CT 227: Cleanness Value	$145.00
CT 229: Durability Index Fine/Coarse	$285.00
CT 235: Percentage of Flat and Elongated Particles in Coarse Aggregate	$110.00
CT 301: R-Value	$385.00
CT 305: Swell	$110.00

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CT 307: Moisture Vapor Susceptibility	$195.00
CT 308 & CT 366: Asphalt Concrete Density & Stability/Rubberized	$240.00/$295.00
CT 308: Asphalt Concrete Density/Rubberized	$145.00/$210.00
CT 309: Asphalt Concrete Theoretical Maximum Density	$195.00
CT 329: Asphalt Moisture	$35.00
CT 366: Asphalt Concrete Stability/Rubberized	$220.00/$275.00
CT 382: Asphalt Extraction & Gradation	$285.00
CT 382: Slurry Extraction	$175.00
CT 521: Concrete Cylinder Compressive Strength	$40.00
CT 523: Beam Cylinder	$85.00
Concrete & Beam Cylinder Hold	$12.00
ASTM D6913/7928: Mechanical Analysis	$240.00
ASTM D1557: (Modified)/ ASTM D698: (Standard) Proctor (4")	$210.00
ASTM D1557: (Modified)/ ASTM D698: Proctor (6" or Cal-216)	$240.00
ASTM D2434: Permeability	$440.00
ASTM D2435: Consolidation	$265.00
ASTM D5333: Collapse Potential	$220.00
ASTM D2216: Moisture Content	$35.00
ASTM D221/D2937: Moisture/Unit Weight (Ring)	$45.00
ASTM D2974: Organic Matter Test	$100.00
ASTM D4318: Atterberg Limits	$240.00
ASTM D4829: Expansion Index	$210.00
ASTM D3080: Direct Shear	$295.00
CT 3910 Wet Track Abrasion	$180.00
Soluble Sulfate: (Test Kit SF-1)	$90.00

[1] 10% field supervision and equipment/vehicle charge will be added to all field services.

[2] Rate based on current State determined prevailing wage rates as of the date of this document. Adjustments to our rates may be necessary based on the actual State determined prevailing wage rates at the time of our work.

TERMS

Reimbursable Expenses
Outside services performed by others and direct costs expended on the client's behalf are charged at cost plus twenty percent. These expenses include rental of drill rigs, bulldozers, backhoes, travel and subsistence, permits, reproduction costs, etc.

Travel Time
Travel time required to provide professional or technical services will be charged at the appropriate hourly rates.

Overtime
An overtime rate of 1.5 times the standard rate will be used for time in excess of 8 hours per day and Saturdays. An overtime rate of 2.0 times the standard rate will be added for work on Sundays, official company holidays, and on all work in excess of 12 hours per day.

Prepayments
A retainer of fifty percent of the total fee is required for all field studies. The balance of the fee must be paid at the time the report is released to the client.

Billing
Billings will be provided periodically and will be classified by fee categories set forth above or as given by proposal.

Terms of Payment
Invoices rendered for professional services are due upon presentation. A service charge of 1.5 percent, per month, may be charged on accounts not paid within thirty days to cover additional processing and carrying costs. Any attorney's fees or other costs incurred in collecting any delinquent account will be paid by the client.

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BGB | DESIGN GROUP
Landscape Architecture Planning Urban Design

June 5, 2024

City of Gardena, CA
Fee Proposal
On-Call Professional Landscape Architecture Services
RFQ

FEE SCHEDULE – BGB DESIGN GROUP

The following rates shall be in force for a minimum period of (3) calendar years.

Standard Hourly Rates

Principal / Senior Project Manager - Art Guy	$180.00/hr.
Senior Principal – Bob Borthwick	$180.00/hr.
Job Captain / Project Manager – Nicole Nguyen	$140.00/hr.
Senior Landscape Designer – Cele Villa, Tony Escario	$115.00/hr.
Administrative / Clerical – Stephanie Satterlee	$ 75.00/hr.

The City would not be billed overtime rates for BGB staff time.

City review meetings and public presentations will be billed at standard hourly rates.

Reproduction and other approved reimbursable expenses will be billed at cost plus 15% overhead.

No mileage reimbursement is requested as a part of this proposal.

3185-C1 Airway Avenue Costa Mesa, CA USA 92626 +1 714 545 2898 www.bgb-inc.com

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AKAL Consultants

Project Services

Current hourly rate is $170/hr

These services can be provided at a fixed price or on a "time and material" basis. AKAL Consultants is always looking for efficient ways to do business and successful completion of our clients' projects.

AKAL Consultants
Kanwal J. Singh, M.S., P.E.
Principal Engineer
Office: (949) 586-1006
Cell: (949) 293-1487
Email: kanwal.singh@cox.net

AKAL Consultants (dba of AAHK, Inc – a California Corporation)
34 Monserrat Place, Foothill Ranch, CA 92610 **Phone: (949) 586-1006**

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Gary Solsona, PE, QSD Principal-in-Charge / Contract Manager



Professional Registration

- Civil Engineer, California, No. 68420
- Qualified SWPPP Developer – Practitioner #234666

Education

- Bachelor of Science, Civil Engineering, California State Polytechnic University, Pomona, California

Professional Affiliations

- Member – ASCE, ACEC and APWA
- Past Board Member – Filipino American Society of Architects and Engineers

Mr. Solsona has 22 years of civil engineering experience in public works design, consisting of award-winning roadway widening, street rehabilitation and intersection improvements; sound wall and retaining wall design, preparation of traffic control plans and project study reports, and is recognized in the industry as an ADA design specialist. His proactive approach is carried out seamlessly through project management, engineering design development, and construction support services to public agencies throughout Southern California and he has a proven track record in providing innovative, cost-saving, and sustainable solutions (such as alternative pavement rehabilitation methods, including full depth reclamation and cold-in-place-recycling) on numerous street improvement projects for major arterials and residential streets.

Artesia Boulevard Arterial Improvements, Gardena, California: The City of Gardena wanted to replace existing medians along Artesia Boulevard, from Western Avenue to Vermont Avenue, with a new decorative hardscape paving solution. Based on prior discussions with City staff, the Cannon Team (including subconsultant BGB Design Group) evaluated and presented four paving solutions to the City. Our team prepared a design study (exhibit) to convey the proposed limits of add or deducted hardscape for City direction. Following approval of the conceptual design direction, Cannon completed revisions to the previously submitted 95% design PS&E. Mr. Solsona served as Project Manager.

170th Street Improvements, Gardena, California: This project spans 0.50 miles from Normandie Avenue to Vermont Avenue. Funded partly by $500,000 from the Federal Surface Transportation Program, the project focused on enhancing street drivability and aesthetics. Key accomplishments included rehabilitating asphalt concrete pavement, repairing concrete curbs and sidewalks, upgrading curb ramps to ADA standards, and installing a traffic signal system battery backup at a major intersection. Cannon's role encompassed preparing construction plans, specifications, cost estimates, and handling the E-76 Authorization documentation, culminating in a project that met the City of Gardena's safety and accessibility standards.

Select Project Experience Summary

Mr. Solsona has served as Project Manager on the following projects:

- Redondo Beach Blvd Arterial Improvements, Gardena, California
- Gardena Catch Basin Screens Project, Gardena, California
- Rowley Park Restroom, Gardena, California
- Anaheim Modjeska Park Underground Storm Water Detention and Infiltration System Anaheim, California
- Concrete Street Pavement Reconstruction, Newport Beach, California
- Cerritos Avenue Sidewalk Gap Closure, Anaheim, California
- Lakeview Avenue Widening (Bastanchury to Lemon), Yorba Linda, California

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Marco Canta, PE Civil Design Engineer Lead



Professional Registration

- Registered Civil Engineer, California, No. 69244

Education

- Bachelor of Science, Civil Engineering, Louisiana State University, Baton Rouge, Louisiana

Professional Affiliations

- City and County Engineers Association - Member
- Asian American Architects and Engineers - Member
- American Society of Civil Engineering (ASCE), Younger Member Forum - Served as Membership Coordinator

Mr. Canta has 20 years of professional civil engineering experience where he has worked on various projects in public works, roadway, drainage, utilities, and site design throughout Southern California. Mr. Canta has served as project manager for water districts, major international airports, local municipalities, private developments, and public agencies. He has knowledge of AASHTO, Caltrans SPPWC, Los Angeles County, and MUTCD standards. He is technically proficient with Civil 3D, MicroStation, InRoads, StormCad, Flowmaster, and HydroCalc.

Redondo Beach Boulevard Arterial Improvements, Gardena, California: The City of Gardena Public Works Department (City) retained the professional engineering services of Cannon to provide PS&E design services for the Redondo Beach Blvd Arterial Improvements Project from Crenshaw Blvd to Vermont Ave, approximately 1.9 miles in length. The project improvements propose to improve safety, access, and corridor traffic operations by modifying the existing raised medians and installing new raised medians to replace the existing two-way left turn medians, extend left turn pockets, and improve traffic channelization. Other components related to the design of the corridor include pavement reconstruction / rehabilitation, addition of bulb-outs (which require evaluating existing drainage systems), upgrading existing curb ramps to ADA compliance, upgrades to the traffic signal system. Mr. Canta served as Senior Civil Engineer on this project.

Select Project Experience Summary

Mr. Canta served as Project Manager or Senior Civil Engineer on the following projects:

- San Juan Water Main Replacement, Sewer Main Improvements, and Street Reconstruction Project, Fullerton, California
- Brookhurst Street Sanitary Sewer Improvement Project, Anaheim, California
- Artesia Boulevard Arterial Improvements, Gardena, California
- Manhattan Beach Boulevard Resurfacing, Redondo Beach, California
- Lakeview Ave Widening (Bastanchury to Lemon), Yorba Linda, California
- Redondo Beach Blvd Arterial Improvements, Gardena, California
- Design Services for 2022 Pavement Rehabilitation, Carpinteria, California
- Lakewood Blvd. and Imperial Hwy. Intersection Improvement Project, Downey, California
- Lancaster Avenue J PSR-PDS and PA&ED, Lancaster, California
- Malibu Civic Center Way Realignment Project, Malibu, California

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Michael Kielborn, PE, QSP, LEED AP Water Resources Lead



Professional Registration

- Registered Civil Engineer, California, No. 70112
- LEED Accredited Professional
- Certified Horizontal Directional Drilling (HDD) Inspector

Education

- Bachelor of Science, Civil Engineering, Loyola Marymount University, Los Angeles, California

Professional Affiliations

- Association of Water Agencies of Ventura County
- American Public Works Association
- American Water Works Association
- California Water Environment Association
- North American Society for Trenchless Technology
- National Association of Sewer Service Companies

Mr. Kielborn specializes in water and wastewater management planning; water supply, storage, and distribution; and sewer system engineering. Since 1999, Mr. Kielborn has provided construction management/inspection services, primarily working in underground utility construction and infrastructure design. Since 2003, he has served as Project Manager for improvements to water supply and wastewater systems for numerous reservoirs, pump stations, wells, surge tanks, major water transmission mains, and trunk sewers. Mr. Kielborn is a certified Horizontal Directional Drilling Inspector. He has effectively translated his knowledge of construction practices into creating facility designs that are more efficiently constructible. Mr. Kielborn has developed excellent project management, cost estimation, in-field engineering management, inspection, coordination, and scheduling abilities for multi-million-dollar projects.

15 MG Zone 1 Reservoir Interior Coating and Improvements, Irvine Ranch Water District (IRWD), Irvine, California: IRWD's 15 MG, welded steel Zone 1 Reservoir required an evaluation and a recoating/repair plan. Cannon provided engineering design services, including a diver inspection, basis of design memorandum, final repair plans and specifications, construction support, and coatings inspection. Cannon evaluated interior coating options; remediated corroded interior steel; replaced damaged appurtenances; provided improvements for securing the submersible sample pump and tank mixer; and designed improvements for the internal cathodic protection system. Mr. Kielborn served as Project Manager.

Ritter Ranch Recycled Water System Master Plan, Los Angeles County Waterworks District, Palmdale, California: As Project Engineer, Mr. Kielborn assisted with the master planning and sizing process on this project, which included preparing a Water System Master Plan for the development and neighboring developments such as City Ranch and Joshua Ranch. The Ritter Ranch development land use resulted in sizing more than 20 potable-water reservoirs, nine pump stations, pressure-reducing stations, supplement wells, and miles of water transmission mains.

Summary of Select Project Experience

- San Juan Area Water Main, Fullerton, California
- Fullerton Rancho-Verona Water Main Replacement, Fullerton, California
- Euclid and Rosecrans Water Main Rehabilitation, Fullerton, California
- Norwalk Manhole Inspection Project FY 18/19, Norwalk, California
- Morro Bay, Hwy 1 Force Main Pipeline Assessment, Morro Bay, California
- Pipeline Assessment at Tuckers Grove Creek Crossing, Goleta Water District, Goleta, California
- Design for Drainage Improvement Project, Oceano, California
- Elizabeth Lake Road Pump Station, Palmdale, California
- Las Virgenes Municipal Water District (LVMWD) Cornell Pump Station, Las Virgenes, California
- Beverly Hills Pump Station No. 8, Beverly Hills, California
- Avenue O-12 and 25th West Water Demand Analysis, Palmdale, California

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Patrick Riddell, PE, QSD, CPII Construction Manager / Resident Engineer



Professional Registration

- Registered Civil Engineer, California, No. 72034
- Certified Public Infrastructure Inspector (CPII), American Public Works Association
- Qualified SWPPP Developer/Practitioner (QSD/QSP), No. 72034

Education

- Bachelor of Science, Environmental Engineering, California Polytechnic State University, San Luis Obispo, California
- Caltrans Resident Engineer Academy

Certification

- Lane Closure System - Caltrans

Professional Affiliations

- American Society of Civil Engineers
- American Public Works Association

Training

- Excavation Safety Training for Competent Persons (CPT), United Academy, ID: 1544359

As Construction Manager/Resident Engineer, Mr. Riddell provides direct support to Cannon's resident engineer and construction management staff, including direct supervision of the overall project construction administration, pre-construction meetings, shop drawing review, inspections, processing of pay requests, assessing and resolving unforeseen conditions during construction, monitoring of schedules and budgets, overseeing equipment and materials testing, reviewing record drawings and certifications for accuracy, and confirming that work is in conformance with the contract documents and permit conditions before final acceptance. He also participates in conferences and meetings; coordinates activities with community and regulatory agencies; reviews and/or recommends acceptance of pay requisitions submitted by contractors; investigates and provides recommendations on contractor claims, change orders, etc.; and works with the Resident Engineer in the resolution of issues if encountered.

Ocean Boulevard Improvements, Pismo Beach, California: The City of Pismo Beach secured Emergency Relief funding from the Federal Highway Administration, administered locally through the Caltrans Department of Local Assistance to address the bluff damage and prevent continued bluff retreat. The City selected Cannon to provide construction management, inspection, materials testing, environmental and cultural resource monitoring, and administrative services. Mr. Riddell served as Principal-in-Charge.

Summary of Select Project Experience

Mr. Riddell has served as Principal-in-Charge or Project Manager on the following projects:

- City of Gardena CM & Inspection and Civil Engineering Design On-Call
- Golden State Water Company CM & Inspection On-Call
- City of El Monte Construction Management On-Call
- City of Santa Monica CM, Project Management, Civil Design On-Call
- Santa Clarita Valley Water District CM & Inspection and Civil Design On-Call
- Three Valleys Municipal Water District Engineering and Surveying Services On-Call
- City of Yorba Linda Engineering, Plan Check, and Surveying Services On-Call
- City of Lake Forest Professional Services On-Call
- City of Santa Ana On-Call Construction Management
- Camrosa Water District CM & Inspection On-Call
- City of Thousand Oaks CM, Civil Engineering Design, and SCADA On-Call
- 2020-2021 and 2022-2023 Pavement Rehabilitation Project, Goleta, California
- Construction Management Services for Arterials 2023, San Luis Obispo, California
- 2022 Paving Project, Pismo Beach, California
- Design and Construction Management for Measure K-14 Street Repair and Rehabilitation Program Projects, Grover Beach, California
- Tank Farm and Orcutt Roundabout, San Luis Obispo, California
- Golden Hill and Union Road Intersection Improvements, Paso Robles, California

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Cannon's Subconsultants



Paul Frislie, PE, IMSA Traffic Engineer

For over 23 years, Mr. Frislie has been involved in several transportation and traffic engineering projects that include both planning as well as design and deployment of ITS, systems integration, and traffic signal design. Recently, he has served as the Project Manager for the Manhattan Beach Downtown Signal Upgrade project, the Manhattan Beach Blvd/Peck Avenue Signal Modification Project, Artesia Boulevard Arterial Improvement Project, Corona ATMS Phase 3, and the La Canada Soundwall Phase 3 and 4 projects. He has also been the Lead Design Engineer for the development of design plans for the Oxnard ITS Master Plan Design Project, Vermont Avenue Arterial Improvement project, Newport Beach ITS Phase 1, 2, 3, 4 and 7 Projects and the Fountain Valley Phase IV project, as well as the Signal Construction Inspector for completion of the Oxnard ITS Master Plan and the Hawthorne Fiber Optic Communication Projects.

Professional Registration

- Registered Civil Engineer, California, No. 72982

Education

- MBA, University of Phoenix, Arizona
- BS, Civil Engineering, University of California, Irvine, California

Summary of Select Project Experience

Mr. Frislie's relevant projects include:

- Euclid Street Corridor Project Regional Traffic Signal Synchronization Program (RTSSP) – City of La Habra, California
- PS&E for I-10 Corridor Freight and Express Lane Project, San Bernardino, California
- Tweedy Boulevard Signal Synchronization Project, City of South Gate, California
- Citywide Traffic Signal Design & Inventory, City of Manhattan Beach, California



Arthur Guy, ASLA, CLIA Landscape Architect

Arthur Guy has over 40 years of landscape architecture and irrigation design experience; the previous 25 years as Principal with BGB. Among multiple duties, Mr. Guy directs a comprehensive approach to irrigation design for the firm and serves as the technical liaison pertaining to water management issues which arise during the planning, design, and implementation phases of projects. Mr. Guy's knowledge of horticulture extends from high desert to tropical bioregions, enabling him to effectively design planting and irrigation systems appropriate to individual environmental requirements. Additionally, Mr. Guy provides landscape and irrigation plan check services relating to the City of Rancho Santa Margarita's Water Conservation Landscape Ordinance.

Professional Registration / Certifications

- Registered Landscape Architect, California #2214
- Registered Landscape Architect, Nevada #488
- Landscape Irrigation Auditor #81986

Education

- BS, Landscape Architecture, California State Polytechnic University, Pomona

Summary of Select Project Experience

Mr. Guy was the Principal on the following projects:

- Railroad Corridor Pedestrian Beach Trail, City of San Clemente, California
- University Drive City of Irvine, California
- Esplanade Streetscape, City of Redondo Beach, California
- West Pacific Coast Highway Streetscape, City of Newport Beach, California
- Plano Trabuco Median, City of Rancho Santa Margarita, California
- North El Camino Real Streetscape, City of San Clemente California

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Cannon's Subconsultants



Kanwal Singh, PE Funding Specialist

Mr. Singh is a California licensed Professional Civil Engineer with over 35 years of broad-based experience in the public and private sectors. He has served as project manager and project engineer for several projects from less than $1 million to over $50 million. Mr. Singh has extensive experience in delivery and tracking of local agency transportation improvement projects funded with local sales tax Measure, State or Federal-aid funds. He has developed and/or implemented funding guidelines for local measures and federal-aid programs for transportation improvement projects.

Certifications

- Registered Civil Engineer, California, No. C43764

Education

- BA, Environmental Analysis & Design, with a minor in Urban & Regional Planning, University of California, Irvine

Summary of Select Project Experience

- Prepared project grant applications for various funding programs, including local sales tax Measure, State-aid, and Federal-aid programs.
- Prepared and obtained approvals from Caltrans for E76 fund obligation packages for various federal-aid program transportation improvement projects.
- Prepared "PES" forms for federal-aid projects for NEPA environmental clearance from Caltrans.
- Prepared DBE packages for approval from Caltrans for the Cities.
- Provided construction administration/management services for various Local agency projects funded with Federal-aid and State-aid funds.
- Prepared contract award packages, progress, and final closeout reimbursement invoices for approval from Caltrans for Federal and State grant funds.



John Leuer, CE, PE Geotechnical Engineer

Mr. Leuer has over 35 years of professional experience in the geotechnical and civil engineering field. In this time, Mr. Leuer has developed an extensive knowledge of the many geotechnical considerations involved in construction in the southern California area. Mr. Leuer is highly experienced in all aspects of soil and foundation engineering for a wide variety of projects ranging from multi-story commercial and industrial structures to several thousand acre planned community developments. Mr. Leuer has substantial experience coordinating projects for many City, County, and State agencies as well as in the public sector, gaining a reputation for being responsive to clients needs while providing strong technical expertise.

Professional Registration

- Registered Civil Engineer, California, No. CE 34996
- Registered Geotechnical Engineer, California, No. GE 2030

Education

- BS, Civil Engineering, Cal State University, Northridge, California

Summary of Select Project Experience

Mr. Leuer was the Project Manager on the following projects:

- On-Call Compaction Testing and Materials Testing Services Provided During Construction, 2023 Citywide Pavement Rehabilitation Services, Perris, California
- On-Call Geotechnical Observation, Compaction Testing, and Materials Testing Services Provided During Construction, Moreno Valley, California
- On-Call Geotechnical, Compaction Testing, and Materials Testing Services Provided During Construction, Auto Center Drive Pavement Rehabilitation Project, Lake Elsinore, California

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Addiel Flores Right-of-Way Acquisitions Specialist

Addiel Flores is a right-of-way Project Manager with over ten years of experience transacting real estate and performing acquisition/negotiations on behalf of public agencies for transit and transportation infrastructure projects. Addiel is experienced with the acquisition of property subject to eminent domain in California and has coordinated the sale of remnant land on behalf of government entities. As Right-of-Way Lead, Addiel will provide on-call oversight of comprehensive right-of-way services, including right-of-way cost estimation, appraisal coordination, title coordination and review, acquisition negotiation, relocation assistance, escrow coordination for easement, fee, or temporary construction easements, and closing services.

Licenses / Certifications

- California Real Estate Broker #01944802
- Certified Right-of-Way Agent (RWA), International Right-of-Way Association (IRWA)

Education

- BS, Business Administration/Real Estate, California State Polytechnic University, Pomona

Summary of Select Project Experience

- City of Bell Gardens, Garfield Avenue/Eastern Avenue Intersection Improvement, Bell Gardens, California
- City of Downey, Lakewood Boulevard and Florence Avenue Intersection Improvement Project, Downey, California
- City of Fontana, Safe Routes to Schools (SRTS) Pedestrian Improvement Project, Fontana, California
- City of Pico Rivera, Right-of-Way Acquisition Services for Pedestrian Bridge Overcrossing, Pico Rivera, California
- City of Anaheim, Nohl Ranch Open Space Trail Project, Anaheim, California:



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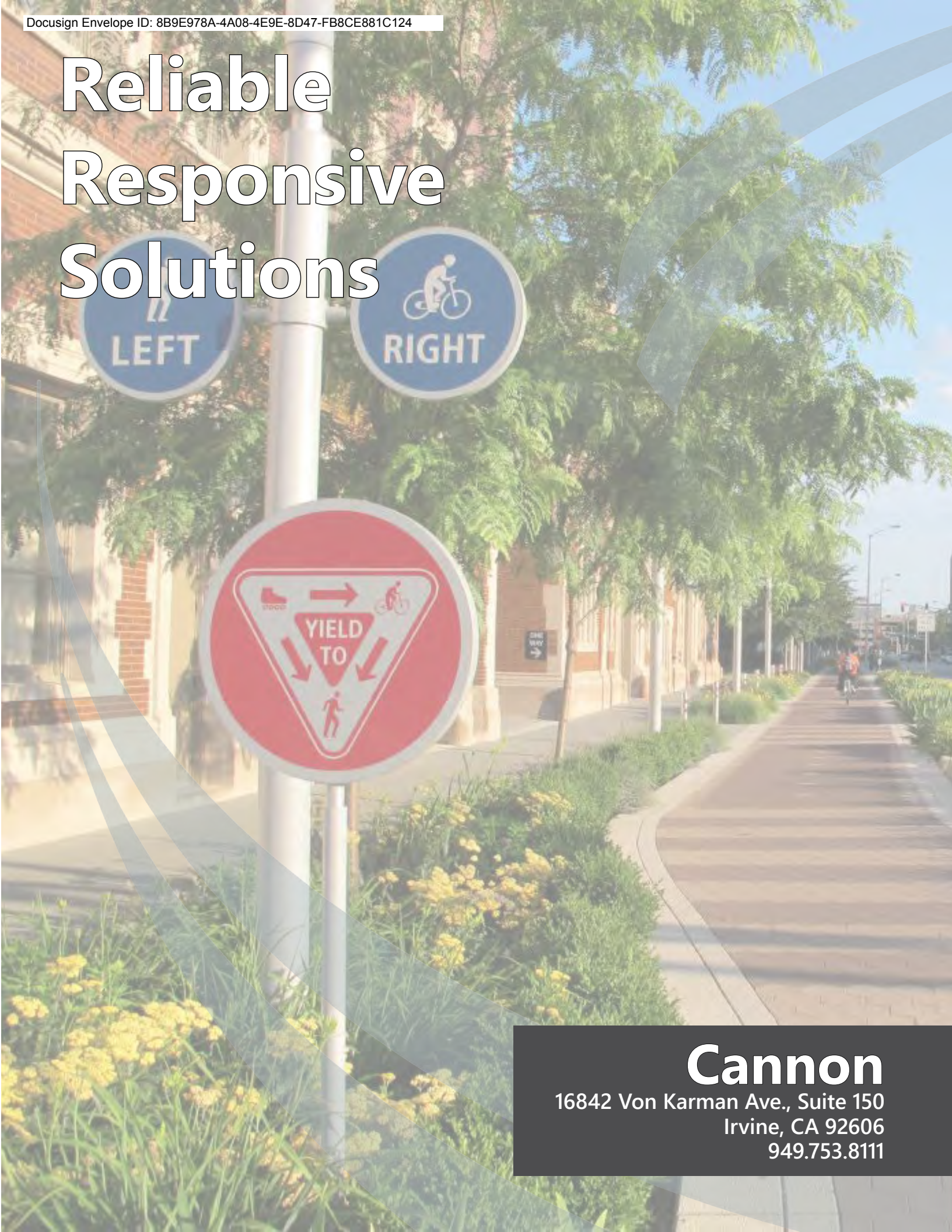
Reliable Responsive Solutions



Cannon
16842 Von Karman Ave., Suite 150
Irvine, CA 92606
949.753.8111

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City of

Gardena



Proposal for

Construction Management and Inspection On-Call Services

Cannon

Reliable Responsive Solutions

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City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, PE, Assistant Public Works Director

June 13, 2024

Category: Construction Management and Inspection

Subject: Statement of Qualifications for On-Call Construction Management and Inspection Services

Dear Mr. Kwak:

The City of Gardena (City) is seeking construction management and inspection services on an as-needed basis to support the City's Public Works Capital Improvement Program (CIP). Our interest in this on-call contract stems from our Construction Management Division's successful history of working with the City and on other similar public improvement projects. Our extensive knowledge of construction management practices for public works projects, established communication strategy, and success in reducing exposure to claims and litigation will support the City's goals for this agreement.

On-Call Experience

Cannon will provide in-house construction management/inspection, civil, water resource, and surveying services. Throughout the past 48 years, Cannon has managed on-call contracts with public agencies using our standard best practices that are based on communication and responsiveness, specifically responding to emails, phone calls, and requests from our clients in a timely manner. Cannon has an outstanding record of delivering services on time and within budget. We will operate as an extension of City staff and will keep the City's goals for projects at the forefront of our decision process.

We will operate as an extension of City staff and will keep the City's goals for projects at the forefront of our decision process.

Subconsultants

We have selected stellar subconsultants with whom we have a long working relationship. AVANT-GARDE (AGI) will provide public outreach and grant writing services, and LOR Geotechnical Group, Inc. will provide geotechnical engineering services.

Required Statements

- Cannon and its subconsultants have no disciplinary actions to disclose.
- Cannon acknowledges the receipt and review of addendum one.
- Cannon has reviewed the City's sample agreement and insurance requirements and takes no exceptions.

We look forward to the opportunity to work with the City to achieve its goals and objectives. We are available to answer questions through the contact methods provided below, or to further discuss this proposal.

Sincerely

Patrick Riddell,* PE, CPII, QSD/P ***Main Point of Contact***
Director, Construction Management Division
1050 Southwood Drive, San Luis Obispo, CA 93401
☎ 805.503.4586 805.235.0576 805.503.4446 ✉ PatR@CannonCorp.us
Authorized to bind firm.

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Firm Qualifications and Experience

Cannon Corporation- Providing Reliable Responsive Solutions since 1976

Firm Profile

As a full-service construction management and inspection, engineering design, and surveying firm, Cannon takes pride in the ability to offer clients a complete range of services. Our commitment to providing clients *Reliable Responsive Solutions*, whether the project scope is expansive or more specialized, spans 48 years.

During that time, we have worked with many cities, counties, and agencies to maintain secure and dependable water systems; make streets safer and more pedestrian and bicycle-friendly; and construct buildings and facilities that are structurally sound. These characteristics have been an integral part of the infrastructure improvement projects we have completed throughout California.

Our multidisciplinary team of 146 professionals includes the following:

- APWA Certified Public Infrastructure Inspectors
- Caltrans Trained Resident Engineers and LAPM Specialists
- Registered Civil, Structural, Mechanical, and Electrical Engineers
- Licensed Land Surveyors and Survey Technicians
- Instrumentation and Controls (SCADA) Specialists
- County-, State-, and Federal-Level Funding Administration Managers

Office Locations

Services for the City will be provided primarily from our Irvine office with support from our other offices, if needed. Cannon office locations include the following:

Irvine
16842 Von Karman Ave.
Suite 150
Irvine, CA 92606
☎ 949.753.8111

Los Angeles
11900 W Olympic Blvd.
Suite 530
Los Angeles, CA 90064
☎ 310.664.1166

Ventura
305 S Kalorama St.
Suite A
Ventura, CA 93001
☎ 805.503.4590

San Luis Obispo
1050 Southwood Dr.
San Luis Obispo, CA 93401
☎ 805.544.7407

PROCORE

To efficiently maintain project documents, drawings, contract change orders, contractor submittals, shop drawings, and correspondence, we use electronic and hard copy record keeping formats. For the electronic format, we propose use of PROCORE. PROCORE helps drastically increase project efficiency and accountability by streamlining and mobilizing project communications and documentation. We currently have a subscription and use PROCORE on a majority of our CM projects. This leads to more teamwork, less rework, and a smoother project.



Experience Counts

Cannon offers relevant expertise in the following areas:



Pavement Rehabilitation and Full Depth Reclamation



ADA Improvements and Curb Ramp Enhancements



Digouts, Striping, Marking, and Curb Painting



Sidewalk, Curb, Gutter, and Driveway Approach Repairs



Green Streets / Complete Streets



Grading and Drainage

Read more about our experience on pages 15-27.

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FIRM STATISTICS

48 years in business

100+ cumulative years of on-call contracts

200+ years of design experience

40+ professional engineers

Since 1976, Cannon has been committed to providing engineering services. Our reputation is a direct result of our consistent attention to our clients' needs. Eighty percent of our firm's business is with repeat clients who trust in our integrity, as well as our professional competence. We have the expertise, experience, and capabilities to meet your needs as demonstrated in the qualifications and experience detailed in this proposal. However, the real proof of this expertise is found in what our past and current clients have to say:

> I've found [Cannon's] engineers to be extremely professional, diligent, and knowledgeable. I have been pleased with the services provided by Cannon and trust their knowledge and expertise in supporting Ventura with the City's capital improvements.

Chris Dejarme, PE, Senior Civil Engineer, City of Ventura

> The projects that Cannon worked on for CVWD were on time and within budget. I have been pleased with the services provided by Cannon. I've found their personnel to be extremely thorough, diligent, and knowledgeable. I'd recommend their engineering consulting services without hesitation.

David Gould, PE, District Engineer, Crescenta Valley Water District

Cannon's Canons

Cannon has principles, otherwise known as Cannon's "Canons," that are simply how we do business.

Two to Four, Never More: While it is not always possible to be available by phone, we pledge to return voice, email, and text messages within four hours.

Think Ahead: We are proactive, preemptive, and prepared. We keep clients informed and provide updates before they call looking for them.

Be Reliable: We communicate with our clients and teammates what we are going to do and then get it done.

Stand on the Shoulders of Others: We strive to improve our operations system by using templates, procedures, and what has worked in the past.



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Accurate Coordination of Subconsultants

Cannon has extensive experience in accurately coordinating subconsultants, having worked with 100+ firms. From project onset, each subconsultant is integrated into our Quality Assurance process, making them fully vested and accountable members of the Cannon Team.

Below is a sample of our Construction Management Plan Checklist below. If requested, we can provide the complete checklist to the District.

Quality Assurance Process

We are prepared to provide our clients services for each phase of their project, from bid support through preconstruction preparations, construction, and project close-out. As the first order of work on a project, we develop a unique Construction Management Plan which is customized to the type of work, the plans and specifications, and contractual requirements of the project. Below is our Construction Management Plan Checklist. This checklist will be used in collaboration with the City during scoping meetings to determine which specific tasks are needed. This checklist forms the basis of Cannon's approach. This is the framework in which we monitor and enforce contract compliance, and in which we document and record the thorough inspections, materials sampling and testing, and other Quality Assurance procedures required by the contract for the successful completion of a project.

Construction Management Plan Checklist

Pre-Construction Conference:

1. City staff will schedule the meeting; invite contractor, consultant, affected City staff, utility companies and regulating agencies. ☐
2. The pre-construction meeting will be conducted by consultant staff and held in a City building. City staff assigned to the project will attend to answer and unusual questions. ☐
3. The CM firm conducting the meeting must understand that the pre-construction conference sets the tone for the project. It is the contractor's first impression of the City/Consultant staff and how we operate. Be on time, professional, organized, knowledgeable of the project, convey any special requirements or concerns. ☐
   a. Provide a sign in sheet for all attendees. ☐
   b. Keep meeting minutes that show subjects discussed, direction given and response received. ☐
   c. Document items submitted by the contractor such as: the emergency response sheet, schedule, submittals and other items of importance. ☐
   d. Confirm the authority and responsibility of all parties involved. ☐
   e. Verify the start date of construction. ☐
   f. Address the concerns and needs of affected utility companies. ☐
   g. Discuss unusual working conditions and permit requirements. ☐
   h. Verify that the contractor will give proper notification to the residents and businesses of the start date of construction and what kind of work is being performed. ☐

After Pre-Construction Conference:

1. Review progress schedules submitted by the contractor and accept when satisfactory. ☐
2. Log and review submittals and ship drawings as needed. Route submittals as needed for project engineer/architect's approval. Do not exceed the turnaround time. ☐
3. Document any approved changes to the scheduled start date with a change order. ☐
4. Disburse pre-construction meeting minutes. ☐

During Construction:

1. Inspect and perform construction management services to ensure the project is built as designed and specified. ☐
2. Log and route RFIs. ☐
3. Prepare and route Draft Change Orders as required. ☐
4. Prepare correspondence necessary to maintain control over the construction contract. ☐
5. Coordinate materials testing for the project. ☐
6. Notify City contact at any point in the project when a dispute arises, an unknown condition is discovered or at any time the contractor believed extra work/change order work is warranted. ☐

CONFIDENTIAL

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AVANT GARDE
Grants
Compliance
Funding Management
Community Outreach

AVANT-GARDE (AGI) has built a strong reputation for providing innovative and successful solutions for a number of public agencies including the Cities of Huntington Beach, Temple City, Pasadena, Industry, Pico Rivera, La Mirada, La Puente, Hawaiian Gardens, Lynwood, Bellflower, Montebello, Maywood, Perris, Cudahy, Bell Gardens, South Gate, Alhambra, Rosemead, San Gabriel, Monterey Park, South El Monte, Ventura, Ojai, Manhattan Beach, Norwalk, Rialto, Moreno Valley, LADWP, LADOT, and METRO. Their years of practice have resulted in a solid foundation of experience and technical expertise and a dedication to integrity, excellence, and quality. They are proud of their strong reputation in meeting aggressive schedules and their ability to multi-task and provide their clients specialized attention and service. Services offered by their firm include:

- Grant Writing and Administration
- Program Management
- Funding Administration
- Compliance Management including Labor Compliance
- Construction Coordination
- Community Outreach

AGI was incorporated in September 2002 and their corporate office, from which services will be provided, is located at 807 S Lemon Ave, Diamond Bar, CA 91789. AGI is a 100% woman-owned California Corporation. AGI is a certified minority business enterprise, women business enterprise, disadvantaged business enterprise and small business enterprise (MBE, WBE, DBE, SBE).

The professional staff of AGI understand the many ways that a single project may affect the entire organization as well as its desired growth and development. They believe in working as a team and bringing their collective strengths to the table to complement each other's efforts, ultimately resulting in options and services that best serve the client's goals and objectives. They have extensive experience in serving municipalities with their success achieved through close attention to detail, emphasis on meeting the particular needs of each client and prompt delivery of products, studies and services.

LOR GEOTECHNICAL GROUP, INC.
Soil Engineering ▲ Geology ▲ Environmental

LOR Geotechnical Group, Inc. (LOR), is a Certified Small business (SBE) and a multi-disciplined geotechnical engineering and consulting firm providing sound solutions and innovative strategies in the geotechnical engineering, geologic, environmental, and special inspection fields for clients since 1988.

LOR provides a comprehensive organization of qualified personnel to support the technical needs of this project. This firm has provided geotechnical engineering services for over three thousand projects within southern California.

LOR's laboratory is currently approved by the California Department of Transportation (Caltrans). LOR's field and laboratory personnel are Caltrans, International Code Council (ICC), American Concrete Institute (ACI), and American Construction Institute Association (ACIA) certified.

Firm Information:

- DIR number: 1000047292
- Type of organization: Soils Engineering
- Firm size: 12
- Services offered: Geotechnical
- Number of projects with Cannon: 200+

Relevant Projects with Cannon:

- Report Reviews for the Cities of Fullerton, Santa Ana, and Chino California.
- Pavement Design, Gardena, California

Firm Address:

6121 Quail Valley Court, Riverside, CA 92507

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Familiarity of Regional Grants / Competitive Funds

Cannon's approach to grant funding reflects a comprehensive understanding of the funding landscape, focusing on providing the technical support necessary to help projects remain compliant with the funder's requirements and avoid claw-backs. Additionally, Cannon can enhance the grant application process by providing technical analyses that significantly improve the quality of grant proposals. We have produced a variety of technical studies that can strengthen the impact and competitiveness of many grant proposals, making them more persuasive and increasing their chances of success in competitive funding situations. The following table provides a summary of our firm's successful history of grant applications.

Agency	Project	Funding Source(s)				Grant Amount	Timeline (year completed)	Phase In Which Services Were Provided
		Federal	State	CDBG	FEMA			
City of Paso Robles	Theatre Drive Realignment	ARRA				$2.86 million	In Progress	Construction, Close-Out
City of Pismo Beach	Miscellaneous Projects, 1998, 2000, 2002 STIP		STIP			various	1998-2002	Application, Authorization, Design, Environmental, Right of Way, Bidding/Award,
	Dinosaur Caves Park Street Improvements		STIP			$163,000.00	2003	Authorization
	ITS Projects	ITS				$180,000.00	2005	Application, Authorization, Design, Environmental, Right of Way, Bidding/Award,
	Promenade IV	HPP TE	STIP-TE			$1.2 million	2007	Application, Authorization, Design, Environmental, Right of Way, Bidding/Award, Construction, Grant Reimbursements, Close-Out
	Beachcomber Stairs		LWCF			$210,000.00	2009	Application, Authorization, Design, Environmental, Right of Way, Bidding/Award,
	Fourth Street Improvement		STIP			$473,000.00	2009	Close-Out
	Promenade IVB	ARRA HPP	STIP-TE			$1.6 million	2011	Application, Authorization, Design, Environmental, Right of Way, Bidding/Award, Construction, Grant Reimbursements, Close-Out
County of San Luis Obispo	Price Canyon Road Improvements	TEA				$213,000.00	2006	Authorization, PS&E Certification, Award Package
	El Moro Bikeway	TEA				$219,996.00	2006	Award Package
	Santa Ysabel Improvements - Los Osos	TEA				$229,443.00	2006	Authorization, PS&E Certification, Award Package
	San Miguel Streetscape	TEA				$280,000.00	2006	Authorization, PS&E Certification
	Main Street (Cambria) Improvement Project	TEA				$243,457.00	2005	Authorization, Design, Environmental, Right of Way, Bidding/Award, Construction, Grant Reimbursements, Close-Out
	Price Canyon Road Improvements	HPP HBP	STIP			$4.1 million	2010	Authorization
	Willow Road Extension / 101 Interchange		SLPP			$2 million	2010	Application, Authorization
	Hutton Road Improvements	HSIP				$531,000.00	2011	Authorization, Design, Environmental, Right of Way, Bidding/Award
	Lopez Drive Bridge	HBP				$160,000.00	In Progress	Authorization, Design, Environmental, Right of Way, Bidding/Award, Construction Mgmt, Close-Out
City of Atascadero	Atascadero Lake Park Walkway	TEA				$169,000.00	2003	Application, Authorization, Design, Environmental, Right of Way, Bidding/Award,
	Garcia Road Bridge	HBP				$794,645.00	2003	Application, Authorization, Design, Environmental, Right of Way, Bidding/Award,
	Santa Ysabel Road Rehabilitation		STIP			$318,000.00	2003	Authorization, Construction, Grant Reimbursements, Close-Out
	Santa Cruz Road Rehabilitation		STIP			$264,000.00	2003	Grant Reimbursements, Close-Out
	El Camino Real Traffic Signals	ITS	STIP			$384,000.00	2003	Close-Out
	El Camino Real Enhancement		STIP			$298,000.00	2004	Grant Reimbursements, Close-Out
	La Linia Street Rehabilitation			CDBG		$200,000.00	2004	Design, Bidding/Award, Construction
	Los Osos Road Culvert Replacement			CDBG		n/a	2005	Permits
	Atascadero Lake Park Restroom Replacement			CDBG		$215,662.00	2006	Design, Bidding/Award, Construction
	Atascadero Creek Bank Restoration					n/a	2006	Contract Administration
	Lewis Avenue Bridge	TCSP				$220,000.00	2008	Application, Authorization, Design, Environmental, Right of Way, Bidding/Award,
	San Gabriel Road - Safe Route to Schools (SRTS)		SR2S			$383,400.00	2010	Application, Authorization, Design, Environmental, Right of Way, Bidding/Award,
City of Grover Beach	W. Grand Avenue	STIP-TE				$600,000.00	In Progress	Authorization, Design, Environmental, Right of Way, Bidding/Award, Construction Mgmt, Grant Reimbursements, Close-Out
City of Guadalupe	Guadalupe Street (Route 1)	HPP				$351,814.00	2012	Authorization, Design, Bidding/Award, Construction, Grant Reimbursements, Close-Out
San Luis Obispo Council of Governments	Highway 1 Corridor Coastal Management Plan	NSB				$24,000.00	2011	Authorization, Close-Out, Contract Administration
	Highway 1 Corridor Gateway Monuments	NSB				$304,000.00	In Progress	Authorization, Design, Environmental, Right of Way, Bidding/Award, Construction, Close-Out
	Highway 1 Corridor Interpretive Signs	NSB				$312,000.00	In Progress	Authorization, Design, Environmental, Right of Way, Bidding/Award, Construction, Close-Out
	Highway 1 Coastal Trail Plan	NSB				$350,000.00	2012	Authorization, Design, Environmental, Right of Way, Bidding/Award, Construction, Close-Out
California Polytechnic	Gilardi Road Bridge Replacement	HBP				$717,093.00	In Progress	Application, Authorization, Close-Out
Cuesta Community College	Hollister Road Bridge Replacement	HBP			Cal EMA	$3.4 million	2011	Construction, Grant Reimbursements, Close-Out

Federal - FHWA:
ARRA = American Recovery and Reinvestment Act
ER = Emergency Relief
HPP = High Priority Projects
HSIP = Highway Safety Improvement Program
SRTS = Safe Routes to School (Federal)
TE = Transportation Enhancement
HBP = Highway Bridge Program
ITS = Intelligent Transportation Systems
NSB = National Scenic Byways
TCSP = Transportation & Community &

State of California:
LWCF = Land and Water Conservation
CDBG = Community Development Block

California Transportation Commission:
SLPP = State and Local Partnership Program
STIP = State Transportation Improvement Program
EEM = Environmental Enhancement Mitigation
SR2S = Safe Routes to School (State)
STIP = State Transportation Improvement Program
Prop 1B = State-Local Partnership Program

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Experience Working with Public Agencies / Authorities

Cannon has had the opportunity to build professional relationships with many cities, counties, and local agency representatives throughout California. The following select list presents a summary of the municipal entities we have worked with recently:

- City of Los Angeles
- County of Los Angeles Department of Public Works
- Los Angeles Community College District
- Port of Long Beach
- City of Glendale
- City of Diamond Bar
- City of Manhattan Beach
- City of Irvine
- Irvine Ranch Water District
- City of Anaheim
- City of Santa Ana
- City of Fullerton
- City of Lake Forest
- City of Garden Grove
- City of Huntington Park
- Santa Clarita Water District
- Newhall County Water District
- City of South Pasadena
- City of Santa Fe Springs
- City of Redondo Beach
- City of Rancho Palos Verdes
- City of Pomona
- City of Pico Rivera
- City of Santa Monica
- City of El Monte
- City of Menifee
- City of Moreno Valley
- County of Riverside EDA
- County of San Bernardino
- City of Chino
- City of Arroyo Grande
- City of Atascadero
- City of Bakersfield
- City of Beverly Hills
- City of Buellton
- City of Carpinteria
- City of Delano
- City of Goleta
- City of Gonzales
- City of Grover Beach
- City of Guadalupe
- City of Hemet
- City of Lancaster
- City of Lompoc
- City of Lynwood
- City of McFarland
- City of Monterey
- City of Morro Bay
- City of Paso Robles
- City of Pismo Beach
- City of Salinas
- City of San Luis Obispo
- City of Santa Maria
- City of Simi Valley
- City of Soledad
- City of Solvang
- City of Ventura
- City of Vernon
- County of San Luis Obispo
- County of Kern
- County of Santa Barbara
- Orange County Public Works
- Santa Ynez Community Services District
- Nipomo Community Services District
- Ventura County Waterworks District No. 8

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Table 1. Experience Summary

Table 1. summarizes our experience providing relevant task categories in and near the City of Gardena.

Project Experience	CM and Inspection	Pavement Management	Transportation	Utility	Disaster Recovery / Emergency Repairs
Construction Management and Inspection Services for Street Improvements, City of Gardena	√	√			
Van Ness Avenue and 139th Street Improvements Project, City of Gardena	√	√			
178th Street Sewer Pump Station Renovation Project, City of Gardena	√			√	
Calleguas-Las Virgenes Water District Interconnection Project, City of West Lake Village	√			√	
Construction Management and Inspection for Street Reconstruction, City of Huntington Park	√		√		
Highway 46 Water Pipeline Relocation and Horizontal Directional Drilling, City of Lost Hills	√			√	
Mission Village – KB Homes Improvements, Santa Clarita Valley Water Agency. City of Valencia	√			√	
Wastewater Treatment Plant 48-inch Interceptor Sewer Main, City of Delano	√			√	
FEMA Emergency Repairs for Alisal Road at Various Locations, County of Santa Barbara	√				√
Village Square Los Alamos Storm Drain, County of Santa Barbara	√		√		√
2020-2021 Pavement Rehabilitation Project, Goleta, California, City of Goleta	√	√			
2022-2023 Pavement Rehabilitation Project, Goleta, California, City of Goleta	√	√			
Groves Booster Pump Station, Golden State Water Company, Orcutt, California	√			√	
North Depot Street and Hwy 166 and Blosser Road Right Turn Lane Traffic Signals and Street Improvements, City of Santa Maria	√		√		
Huasna Townsite Road Bridge, County of San Luis Obispo	√				√
Construction Management Services for Arterials 2023, City of San Luis Obispo	√	√			
Tank Farm and Orcutt Roundabout, City of San Luis Obispo	√		√		
Golden Hill and Union Road Intersection Improvements, City of Paso Robles	√		√		
Salinas River Segment of the Paso Robles Recycled Water Distribution System, City of Paso Robles	√			√	
Airport Area Infrastructure Improvements, City of Paso Robles	√			√	
Main West Tank and Ductile Iron Pipeline Installation, City of Paso Robles	√			√	
Sherwood Acres Backyard Sewer Replacements, City of Paso Robles	√			√	
Design and Construction Management for Measure K-14 Street Repair and Rehabilitation Program Projects, City of Grover Beach	√	√			
Train Station Expansion Project, City of Grover Beach	√		√		
2022 Paving Project, City of Pismo Beach	√	√			
Pismo Streetscape Shell Beach Road Improvements, City of Pismo Beach	√		√		
Ocean Boulevard Improvements, City of Pismo Beach	√				√
Pismo Pier and Plaza Rehabilitation, City of Pismo Beach, California	√				√

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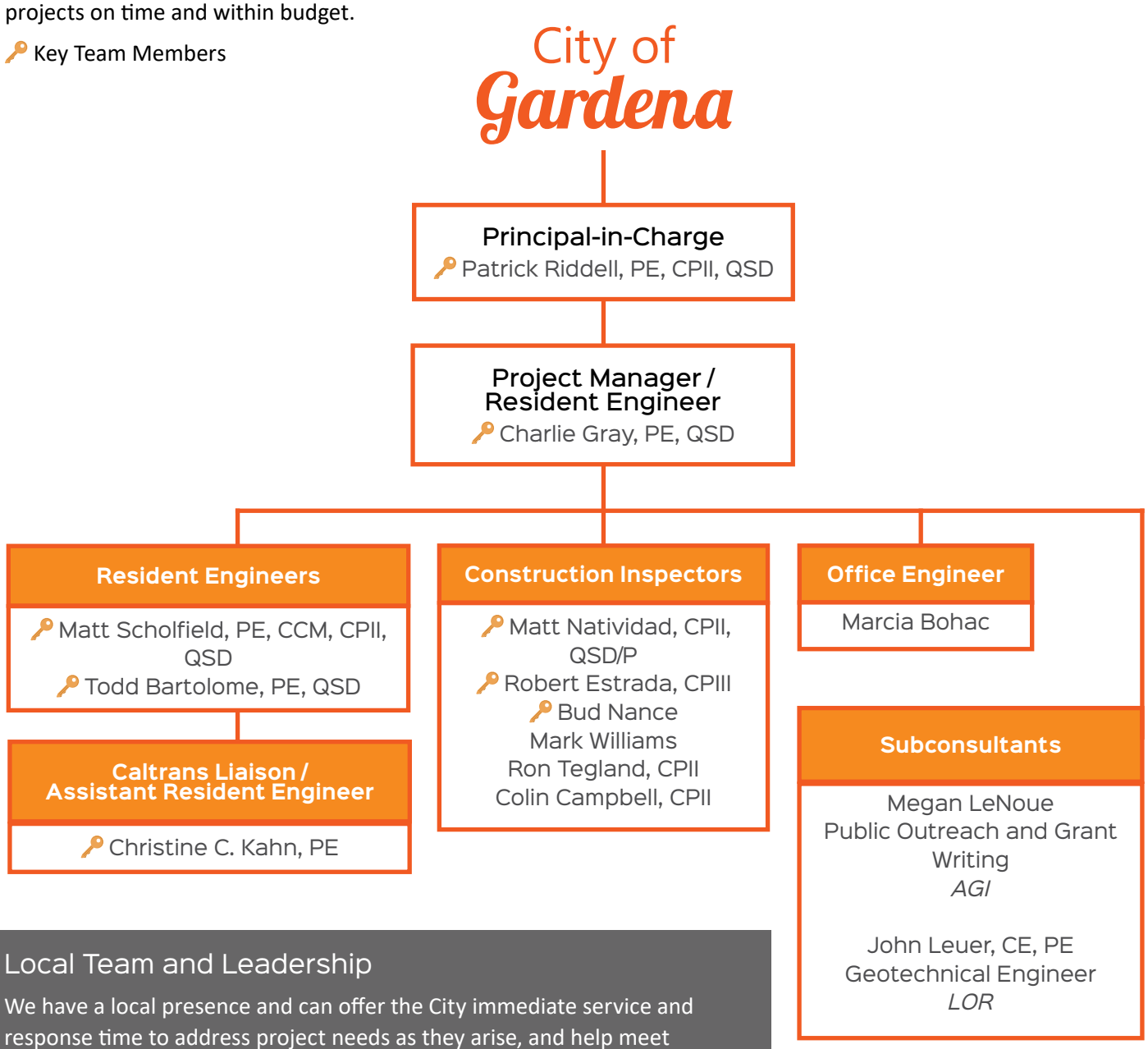
Redundancy of Staff

In addition to our key project team members in the organizational chart, Cannon is home to comprehensive construction management staff who are ready to commence project work immediately.

Organizational Chart

We have selected key staff who are experts with construction management and inspection services on streets, structures, drainage pipeline, water resources, and sanitary sewer systems. Our personnel have a long history teaming on road and water projects. This has enabled them to fine-tune their collaboration and coordination to deliver successful projects on time and within budget.

🔑 Key Team Members



Local Team and Leadership

We have a local presence and can offer the City immediate service and response time to address project needs as they arise, and help meet schedule and budget requirements.

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Key Staff and Relevant Experience

Cannon is structured with an organizational framework that emphasizes both efficiency and consistency, while maintaining the flexibility required to undertake projects of varying magnitudes, large or small. In response to the unique demands of each assignment received from the City, Cannon stands prepared to promptly mobilize additional resources as necessary. Possessing extensive experience and a robust array of resources, Cannon is fully equipped to meet the City's project timelines, objectives, and funding commitments.

The following matrix provides an overview of the qualifications and experience of our team's key personnel. We have have also provided resumes for our team, starting on page 34..

Name/Role	Education/ Certifications	Relevant Project Experience
 **Principal-in-Charge** Patrick Riddell, PE, QSD, CPII	• B.S., Environmental Engineering • Registered Professional Civil Engineer, No. 72034 • Caltrans Resident Engineer Academy • CPII Certified Public Inspector • Qualified SWPPP Developer	• 2020-2021 and 2022-2023 Pavement Rehabilitation Project, Goleta, California • Construction Management Services for Arterials 2023, San Luis Obispo, California • 2022 Paving Project, Pismo Beach, California • Design and Construction Management for Measure K-14 Street Repair and Rehabilitation Program Projects, Grover Beach, California • Tank Farm and Orcutt Roundabout, San Luis Obispo, California
 **Project Manager / Resident Engineer** Charlie Gray, PE, QSD	• B.S., Civil Engineering • Registered Professional Civil Engineer, No. 81321 • Caltrans Resident Engineer Academy • Qualfied SWPPP Developer	• Construction Management Services for Arterials 2023, San Luis Obispo, California • Design and Construction Management for Measure K-14 Street Repair and Rehabilitation Program Projects, Grover Beach, California • Tank Farm and Orcutt Roundabout, San Luis Obispo, California • Main West Tank and Ductile Iron Pipeline Installation, Paso Robles, California
 **Resident Engineer** Matt Scholfield, PE, CCM, CPII, QSD	• B.S., Civil Engineering • Registered Professional Civil Engineer, No. 83926 • Qualified SWPPP Developer and Practitioner	• Golden Hill and Union Road Intersection Improvements, Paso Robles, California • 2023 Pavement Rehabilitation Projects, Atascadero, California • 2020-2021 Pavement Rehabilitation Project, Goleta, California • Salinas River Segment of the Paso Robles Recycled Water Distribution System , Paso Robles, California • Construction Management and Inspection for Street Reconstruction, Huntington Park, California

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Name/Role	Education/ Certifications	Relevant Project Experience
 **Resident Engineer** Todd Bartolome, PE, QSD	• B.S., Civil Engineering • Registered Professional Civil Engineer, No. 86198	• S2020-2021 and 2022-2023 Pavement Rehabilitation Projects, Goleta, California • 2022 Paving Project, Pismo Beach, California • Mission Village – KB Homes Improvements, Santa Clarita Valley Water Agency, Valencia, California • Santa Lucia Road Pavement Rehabilitation, Atascadero, California
 **Construction Inspector** Matt Natividad, CPII, QSD/P	• B.S., Civil Engineering • Certified Concrete Testing Inspector • Qualified SWPPP Developer and Practitioner • CPII Certified Public Inspector • Earthwork Inspection Inspector	• Golden Hill and Union Road Intersection Improvements, Paso Robles, California • Orcutt / Tank Farm Roundabout, San Luis Obispo, California • Airport Area Infrastructure Improvements, Paso Robles, California • Blosser Road Right Turn Lane at W. Main Street, Santa Maria, California
 **Construction Inspector** Robert Estrada, CPII	• OSHA Confined Sapce Entry • CPII Certified Public Infrastructure Inspector	• Construction Management Services for Arterials 2023, San Luis Obispo, California • Ocean Boulevard Improvements, Pismo Beach, California • 2020-2021 and 2022-2023 Pavement Rehabilitation Projects, Goleta, California • Highway 1 Water Main Replacement Project, Oceano, California • Paso Robles Annual Pavement Striping, Paso Robles, California
 **Construction Inspector** Bud Nance	• HAZWOPER • Environmental Safety • Confined Space Entry / Rescue • Trench Shoring Competent Person	• Nipomo Community Service District (NCSD) Southland WWTF Wet Well Rehabilitation Project, Nipomo, California • Perfumo Canyon Sewer Lift Station Pump/Wet Well Force Main Installation New Development Project, San Luis Obispo, California • Laguna Sewer Lift Station Pump/Wet Well Force Main Installation Replacement Project, San Luis Obispo, California • Tank Farm Lift Station Pump/Wet Well, Gravity Main, Force Main Replacement and Relocation, and Emergency Generator Installation, San Luis Obispo, California

Docusign Envelope ID: 8B9E978A-4A08-4E9E-8D47-FB8CE881C124

Name/Role	Education/ Certifications	Relevant Project Experience
 Construction Inspector Mark Williams	• Local Assistance Resident Engineer Academy • American Red Cross, Certified in Adult and Child First Aid/CPR/AED • OSHA Competent Person	• Roadway Sealing Project 2020, San Luis Obispo, California • Downtown Paving Project, San Luis Obispo, California • South Broad Street Improvements, San Luis Obispo, California • Damon Garcia Sports Field, San Luis Obispo, California • Terrace Hill PRV, San Luis Obispo, California
 Caltrans Liaison / Assistant Resident Engineer Christine C. Kahn, PE	• B.S., Civil Engineering • Registered Professional Civil Engineer, No. 41877 • OSHA-Confined Space Entry, No. 132326 • Asphalt 101 for Civil and Geotechnical Engineers – Asphalt Pavement Alliance	• Blosser Road Right Turn Lane at W. Main Street, Santa Maria, California • 2021 Pavement Inspection Services, Guadalupe, California • Measure K-14 CIP, Grover Beach, California • County of San Luis Obispo, Huasna Townsite Road Bridge Rehabiliation, Oak Shores, California • County of SLO 2023 Storm Damage Repair Work, San Luis Obispo, California • Pismo Pier and Plaza Rehabilitation, Pismo Beach, California



Docusign Envelope ID: 8B9E978A-4A08-4E9E-8D47-FB8CE881C124



- Traffic control
- ADA compliance
- Pavement removal and replacement

Van Ness Avenue and 139th Street Improvements Project

Gardena, California: This project improved pedestrian safety and traffic circulation for motorists and drainage patterns. Cannon provided construction management and inspection for improvements, which included replacing non-compliant ADA ramps; edge grinding; cold milling of the existing pavement with localized removal; replacing the existing asphalt/structural section of the highway; repaving; removal and replacement of curb, gutter, and sidewalk; removal and replacement of trees; resetting valve boxes, manhole frames, and covers; and modifying striping and signals. Project required extensive traffic control and working with emergency services, local agencies, utility companies, and the public.



- Street enhancements
- ADA compliance
- Water /sewer service laterals

Street Reconstruction Project, *Huntington Park, California:*

The City of Huntington Park wanted to upgrade and replace various components of the City's infrastructure system. Improvements included pedestrian safety and mobility enhancements, ADA-compliant pedestrian ramp upgrades, striping, and removal and replacement of existing water and sewer service laterals. Cannon provided construction management and inspection services and monitored compliance with Greenbook standards, public contracting code, and procurement requirements.

Reference Cesar Roldan, Public Works Director
City of Huntington Park
6550 Miles Avenue, Huntington Park CA 90255
☎ 323.584.6320 ✉ croldan@hpca.gov



- Sidewalk improvements and pedestrian accommodation
- Bike path tie-in
- ADA access

Carpinteria Avenue and Pedestrian Safety Improvements

Carpinteria, California: This project included pedestrian improvements of approximately 1,200 feet of roadway frontage along the southwest side of Carpinteria Ave. Cannon provided construction management services, involving upgrades to the existing sidewalks to include ADA access, a new vehicle entrance, and a vehicle pull out for dropping-off children. Improvements included pedestrian accommodation for a future skate park facility and incorporated a tie-in to an existing bike path to allow pedestrians clear passage.

Reference John Ilasin PW Director / City Engineer
City of Carpinteria
5775 Carpinteria Avenue, Carpinteria, CA 93013
☎ 805.684.5405 ✉ johni@ci.carpinteria.ca.us



- Striping and markings
- ARHM overlay
- ADA compliance
- Traffic control

2020-21 and 2022 -23 Pavement Rehabilitation Projects, *Goleta, California:*

The City of Goleta's major street maintenance project encompassed 12 roadway segments and included ARHM overlay; AC mill and fill; full depth reclamation; ADA pedestrian ramp upgrades; subsurface material replacement / compaction; setup and maintenance of traffic control systems; concrete ADA compliant curb ramps and gutters; crushed aggregate base and AC pavement; and traffic striping and markings. Cannon provided construction management and inspection during each phase of construction.

Reference Debbie Talarico Project Manager
City of Goleta
130 Cremona Drive, Suite B, Goleta, CA 93117
☎ 805.755.4445 ✉ dtalarico@cityofgoleta.org

Docusign Envelope ID: 8B9E978A-4A08-4E9E-8D47-FB8CE881C124

Construction Management Services for Arterials 2023

San Luis Obispo, California

The 2023 Arterials Project is a major component of the City of San Luis Obispo's Pavement Management Program. In addition to rehabilitating and maintaining pavement on several City-wide arterial roadways, this project aims to increase accessibility and improve safety for roadway users through the implementation of active transportation infrastructure.

The City of San Luis Obispo selected Cannon to provide construction management and inspection services. The work includes new striping and signage, bike lane pavement coating, new concrete medians, upgraded curb ramps and drain inlet grates, new rectangular rapid flashing beacon systems, and new pedestrian/ bike push buttons. Other components include replacing deteriorating sections of storm drain and sewer systems, coating sewer manhole lids, coating existing box culverts and bridge decks with methyl methacrylate, and new city communication manholes.

Reference: Anthony Ramos, PE Engineer II
City of San Luis Obispo
990 Palm Street, San Luis Obispo, CA93401
☎ 805.781.7100 ✉ aramos@slocity.org



Key Project Team Members:
- Charlie Gray, PE, QSD, Project Manager
- Patrick Riddell, PE, QSD, CPII Principal-In-Charge
- Matt Natividad, CIPP Construction Inspector
- Robert Estrada Construction Inspector
- Marcia Bohac Office Engineer

Downtown District and 2023 Measure F-14 projects

Atascadero, California

As a representative of the City of Atascadero, Cannon provided construction management and inspection services for the duration of both the Downtown District and 2023 Measure F-14 projects. Services included communication and coordination with project stakeholders and impacted businesses and residents; verification of traffic control plans, construction safety orders, and public safety plans; administration of contract requirements; construction observation and daily reporting; project recordkeeping; management of the Quality Assurance program; progress and final payment review; schedule review; and change order review and negotiation. The work was completed with successful involvement and notification of potentially impacted businesses and accommodated all City and local events.

Reference: Ryan Hayes Deputy Director of Public Works
City of Atascadero
6500 Palma Avenue, Atascadero, CA 93422
☎ 805.470.3424 ✉ rhayes@atascadero.org



Key Project Team Members:
- Patrick Riddell, PE, QSD, CPII Principal-In-Charge
- Matt Scholfield, PE, CCM, CPII, QSD Resident Engineer
- Colin Campbell Construction Inspector
- Marcia Bohac Office Engineer

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2022 Paving Project
Pismo Beach, California

The 2022 Paving Project is a $10.6 million improvement project. It is a major component of the City of Pismo Beach's ten-year capital improvement plan to improve the pavement on 33% of the City's streets. This project provided upgrades to 115 pedestrian ramps to bring them into full compliance with current ADA requirements and included pavement rehabilitation to Mattie Road, Ocean Boulevard, and roadways in northeast City neighborhoods. The project scope involved a raised median to incorporate decorative pavers and new parking meters, ADA accessible parking, resurfacing of the Shell Beach Bluff Trail, drainage modifications, a sidewalk for safe pedestrian passage under the highway 101 bridges at Spyglass Drive, curb and gutter replacement, and utility and monument adjustments. Cannon provided construction management, inspection, materials testing, and administration services. The project balanced maintaining existing infrastructure and traffic flows while making a strategic investment for community growth.

Reference: Eric Eldridge Senior Engineer
City of Pismo Beach
760 Mattie Road, Pismo Beach, CA 93449
☎ 805.773.7041 ✉ eeldridge@pismobeach.org

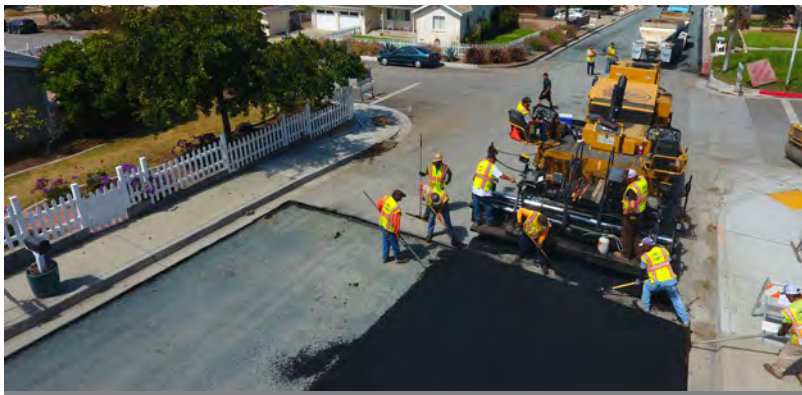


Key Project Team Members:
- Todd Bartolome, PE, QSD Project Manager
- Patrick Riddell, PE, QSD, CPII Principal-In-Charge
- Colin Campbell Construction Inspector
- Robert Estrada Construction Inspector
- Marcia Bohac Office Engineer

Measure K-14 Street Repair and Rehabilitation Program Projects
Grover Beach, California

This project was part of the City of Grover Beach's Measure K-14 Street Repair and Rehabilitation Program to repair and rehabilitate nine streets, including ADA curb ramp installations, and work with local residents for sidewalk infill where requested. Cannon was selected by the City to provide design and construction management and inspection services. The improvements included roadway reconstruction, HMA paving work using Section 39 of the Caltrans Standard Specifications, ADA compliance, implementation of water pollution control BMPs, and traffic control support to maintain easy access on critical residential streets.

Reference: Erin Wiggin CIP Project Manager
City of Grover Beach
154 South 8th Street, Grover Beach, CA 93433
☎ 805.473.4567 ✉ ewiggin@grover.org



Key Project Team Members:
- Todd Bartolome, PE, QSD, Project Manager
- Patrick Riddell, PE, QSD, CPII Principal-In-Charge
- Charles Gray, PE, QSD Resident Engineer
- Matt Natividad, CPII Construction Inspector
- Colin Campbell Construction Inspector

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Tank Farm and Orcutt Roundabout

San Luis Obispo, California

To improve traffic flow and safety at a critical intersection, the City selected Cannon to provide construction management and observation for the Orcutt/Tank Farm Roundabout project. The project included overhead utility undergrounding; utility relocations and extensions; drainage improvements; accessibility compliant sidewalks, ramps, and crosswalks; multi-modal improvements; traveled way realignment; new pavement, striping, markings, and signage; and numerous aesthetic enhancements.

Construction occurred during one wet season. A significant portion involved underground utility work and drainage enhancements. Cannon's early coordination with stakeholders was key to approaching challenges and successfully completing the project.



25% of budget items involved underground utility work

Reference: Jennifer Rice Transportation Planner/Engineer
City of San Luis Obispo
919 Palm Street, San Luis Obispo, CA 93401
☎ 805.781.7058 ✉ jrice@slocity.org

Key Project Team Members:
- Charles Gray, PE, QSD Project Manager
- Patrick Riddell, PE, QSD, CPII Principal-in-Charge
- Matt Natividad, CPII Construction Inspector

Golden Hill and Union Road Intersection Improvements

Paso Robles, California

The City chose a roundabout to mitigate high traffic flow through a skewed four-way stop at the intersection of Golden Hill and Union Road. To eliminate the need for extensive property acquisition, a one lane, dog bone-shaped roundabout was designed to accommodate the increased traffic demand, including accommodations for oversized 9-axle transports. In addition, by closing the intersection in its entirety for the duration of the project, the City was able to save millions of dollars in construction costs.

Cannon provided construction management, inspection, construction staking, and materials testing. The work included full depth reclamation, installing new waterlines, sewer, fiber conduits, streetlights, landscaping, curbs, gutters, sidewalks, and roadwork, and signage and striping.



Reference: Ditas Esperanza, PE Capital Projects Eng.
City of Paso Robles
1000 Spring Street, Paso Robles, CA 93446
☎ 805.237.3861 ✉ DEsperanza@prcity.com

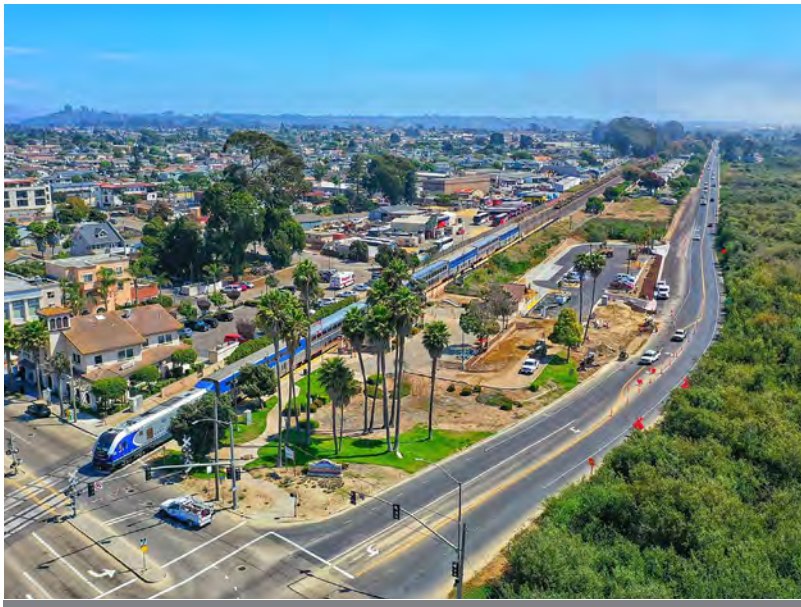
Key Project Team Members:
- Matt Scholfield, Project Manager
- Patrick Riddell, PE, QSD, CPII Principal-in-Charge
- Matt Natividad, CPII, QSD/P

Docusign Envelope ID: 8B9E978A-4A08-4E9E-8D47-FB8CE881C124

Train Station Expansion Project

Grover Beach, California

This project consisted of expanding bus and vehicle access, parking, and loading areas as well as relocating the station's ingress and egress. The City of Grover Beach selected Cannon to provide construction management and inspection, as well as materials engineering, sampling, and testing. New features for the site included grading, paving, landscaping, site lighting, signage/striping, and the installation of curb, gutter, sidewalk, storm drains, water and sewer lines, driveways, retaining wall and miscellaneous furnishings and amenities. Off-site improvements included paving, concrete curb and gutter, pavement markings and striping, and storm drain features. The project significantly improved and promoted regional, multi-modal transportation within the Highway 1 corridor and provided accessible facilities that safely accommodate train-users, pedestrians, buses, and vehicles.



Reference: Gregory Ray, PE Public Works Director
City of Grover Beach
154 South 8th Street, Grover Beach, CA 93433
☎ 805.473.4530 ✉ gray@grover.org

Key Project Team Members:
- Charles Gray, PE, QSD Project Manager
- Patrick Riddell, PE, QSD, CPII Principal-in-Charge
- Patrick Lodge, CPII Construction Inspector

North Depot Street, Hwy 166, and Blosser Road Right Turn Lane Traffic Signals and Street Improvements

Santa Maria, California

Cannon provided construction management and design services for traffic signal modification at Depot Street and Main Street (SR 166) and Blosser Road. The purpose of these projects was to improve vehicular and pedestrian safety at a previously problematic intersection. Tasks included new sidewalk, curb and gutter, curb ramps, bulbouts, and medians/pedestrian islands; HMA paving and slurry seal; new striping and signage; critical traffic control; and modified striping and signage configuration. Cannon facilitated coordination with the contractor and Caltrans; kept complete and organized construction files as required for Federal Aid projects; performed daily site observation/inspection and daily reports; reviewed and responded to RFIs; negotiated change orders; reviewed pay applications; provided field verification for ADA compliance; prepared as-built records; and provided exhibits for design changes.



Reference: Roger Olds Director of Public Works
City of Santa Maria
110 S. Pine Street, Suite 101, Santa Maria, CA 93458
☎ 805.688.5575 ✉ rolds@cityofsolvang.com

Key Project Team Members
- Patrick Riddell, PE, QSD, CPII Construction Manager
- Charlie Gray, PE, QSD Resident Engineer
- Matt Natividad, CPII Construction Inspector
- Christine C. Kahn, PE Office Engineer

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Salinas River Segment of the Paso Robles Recycled Water Distribution System

Paso Robles, California

The City of Paso Robles received a state grant for its water resource program to support the new Recycled Water Distribution System. The Salinas River Segment consists of an approximate 700-foot-long, 70-foot deep, and 26-inch-diameter horizontal directional drill under the Salinas River. Currently, advanced tertiary treated recycled water is discharged into the Salinas River Segment and ultimately flows out of the Paso Robles Groundwater Basin. The new Recycled Water Distribution System will alleviate drought and water shortage concerns by redirecting this discharged water to both private and public irrigators on the east side of the City.

Cannon provided construction management, observation and inspection services. The scope included community outreach, preliminary utility research, traffic control, providing change order management, daily reports, and weekly progress meetings. Cannon also coordinated materials and soil compaction testing, as well as coordination with the design engineers, surveyor, RFIs, and submittals. Procore was used as the software for organizing the project files and communication.

Reference: Matt Thompson, PE Wastewater Manager
City of Paso Robles
3200 Sulphur Springs Road, Paso Robles, CA 93446
☎ 805.237.3865 ✉ mthompson@prcity.com



Key Project Team Members

- Charlie Gray, PE, QSD Project Manager
- Patrick Riddell, PE, QSD, CPII Principal-in-Charge
- Matt Scholfield, PE, CCM, CPII, QSD Resident Engineer
- Marcia Bohac Office Engineer
- Matt Natividad, CPII, QSD/P



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Airport Area Infrastructure Improvements, Reconfiguration of Lift Station No. 6 with Pipeline and Back Up Generators

Paso Robles, California

The City of Paso Robles experienced significant development over past years near the Municipal Airport area. To support this growth, the City replaced existing sewer mains, a sewer lift station, and various potable and recycled water improvements. These improvements were completed in two phases.

Phase one consisted of demolishing and replacing sewer lift station No. 6, around 3,500 LF of new sewer force main (some installed by HDD methods), 7,600 LF of new gravity sewer, 1500 LF of new 16-inch water main, and 5,600 LF of new 12-inch recycled water. Phase one also included installation of generators and electrical upgrades at several other lift stations around the City.

Phase two consisted of 6200 LF of new potable water main to improve circulation, water quality and fire protection to the commercial areas.

Cannon's scope included construction management; construction observation; materials engineering, sampling, and testing; and electrical inspection and startup assistance.







Reference: Ditas Esperanza, PE Capital Projects Engineer
City of Paso Robles
1000 Spring Street, Paso Robles, CA 93446
☎ 805.237.3861 ✉ DEsperanza@prcity.com

Key Project Team Members:
- Patrick Riddell, PE, QSD, CPII Project Manager
- Matt Natividad, CPII Construction Inspector

Docusign Envelope ID: 8B9E978A-4A08-4E9E-8D47-FB8CE881C124

Main West Tank and Ductile Iron Pipeline Installation

Paso Robles, California

The City of Paso Robles needed to update the 21st Street Reservoir—an unconventionally-shaped, earthen reservoir lined with gunite and HDPE. The reservoir was covered with a wood roof and truss system supported by a concrete stem wall. Constructed in 1925, it had reached the end of its useful service life.

The City decided to replace the reservoir with a new, 4.0 MG, partially buried, pre-stressed, AWWA D110, Type I concrete tank. The new reservoir was named the Main West Tank to portray its function as the main facility providing storage for the City's Main West pressure zone.

Cannon provided construction management services and assisted in project implementation. Services included construction management; construction observation; and materials engineering, sampling, and testing. The new Main West Tank was constructed at the existing reservoir site and maintained the existing hydraulic grade line for the Main West pressure. The work included demolition of the existing tank and construction of the new tank and appurtenances. These included ladders, hatches, railing, air vent, safety equipment, and various SCADA and electrical equipment.



Key Project Team Members:

- Charles Gray, PE, QSD Project Manager
- Patrick Riddell, PE, QSD, CPII Principal-in-Charge
- Matt Natividad, CPII, Construction Inspector

Groves Booster Pump Station, Golden State Water Company

Orcutt, California

Golden State Water Company (GSWC) selected Cannon to provide construction inspection services for the Greenfield Booster Pump Station in Orcutt, California (Santa Barbara County). The project included civil/site work of the new facility site; the construction of a booster pump station; installation of generator; and instrumentation and SCADA commissioning. Cannon's scope of work involved professional services in one phase, including attendance at the pre-construction conference, review of contractor submittals, support of GSWC on contractor requests for information; coordination with the contractor regarding ongoing construction schedule; and inspection services for onsite work as proposed in the plans and specifications, including inspection of foundation, tank, coatings, cathodic protection system, and safety and structural modifications, booster pump station, and generator install by qualified personnel.

Reference: Karl Saluta Contract Manager
Golden State Water Company
160 East Via Verde, Suite 100, San Dimas, CA 91773
☎ 909.305.5427 Ext.333 ✉ Karl.Saluta@gswater.com



Key Project Team Members:

- Patrick Riddell, PE, QSD, CPII - Project Manager
- Matt Natividad, CPII Construction Inspector

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Highway 46 Water Pipeline Relocation and Horizontal Directional Drilling

Lost Hills, California

As part of the Caltrans Highway 46 widening project, an existing 12-inch water main was relocated outside of the limits of the right-of-way. The widening phase began just east of the Lost Hills townsite and extended approximately 4000 linear feet east to Interstate 5. The project consisted of relocating approximately 2,300 LF of 12-inch Lost Hills Utility District waterline 200 feet north of its existing alignment. Once the new 12-inch line was completed and commissioned, the existing 12-inch line was abandoned and removed. Approximately 250 linear feet of the new water main was installed. Cannon provided construction management, inspection, and materials testing services, including submittal and RFI reviews, and contract change orders.

Reference: Ana Chavez District Manager
Lost Hills Utility District
21331 Highway 46, Lost Hills, CA 93249
☎ 661.797.2903 ✉ anachavez@lhud.org



Key Project Team Members:
- Patrick Riddell, PE, QSD, CPII Project Manager
- Matt Natvidad, CPII Construction Inspector

Mission Village – KB Homes Improvements, Santa Clarita Valley Water Agency

Valencia, California

Cannon provided construction management and inspection services for Potable Water Improvements for KB Homes in the Five Point Valencia Development. The project included installation of 4,460 lineal feet of 8-inch diameter ductile iron pipe, service and meter boxes, appurtenances and 70 1-inch service assemblies for this phase of the development. Cannon coordinated with Santa Clarita Valley Water Agency, the developer team, Five Point, and the contractor to confirm that the service line and meter connections were properly constructed. Cannon provided consulting services for on-site observation, review of as-built drawings, and final punch list assistance.

Reference: Joshua Gilliam
Santa Clarita Valley Water Agency
26521 Summit Cir, Santa Clarita, CA 91350
☎ 661.297.1600 ✉ jgilliam@scvwa.org



Key Project Team Members:
- Patrick Riddell, PE, QSD, CPII Principal-in-Charge
- Todd Bartolome, PE, QSD Project Manager

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Wastewater Treatment Plant 48-inch Interceptor Sewer Main

Delano, California

After experiencing more than ten years of growth, the City of Delano decided to complete a collections system master plan that included several major upgrades. One of these involved upgrading an existing, 36-inch vitrified clay pipe interceptor line, which was showing signs of corrosion, with a 48-inch polyvinyl chloride pipe trunk sewer line. An emergency pond was also incorporated into the design to provide wastewater management and emergency overflow area. Cannon provided construction management and inspection services for the installation of the new 48-inch pipeline. Our construction management team's services included monitoring and reporting, on-site management and inspection, and cost control.

Reference: Pedro Nunez, PE Associate Engineer/Inspector
City of Delano
1015 Eleventh Avenue, Delano, CA 93442
☎ 661.720.2256 ✉ pnunez@cityofdelano.org



Key Project Team Members
- Patrick Riddell, PE, QSD, CPII Construction Manager

Sherwood Acres Backyard Sewer Replacements

Paso Robles, California

Due to aging infrastructure, the City proceeded with a sewer replacement project to restore integrity to the system and to significantly reduce the potential for sewer system overflows (SSOs), public health concerns, and costly fines. The City selected Cannon to provide professional engineering services to design approximately 5,000 linear feet of replacement sewer within the backyard easements of Tracts 67 and 172, which serve approximately 124 lots. Cannon supplemented the City's aerial topographic survey along the alignment in sufficient detail to prepare the plans and coordinated with the public and private utility providers with existing facilities within the proposed alignments and obtained record drawings and as-built information. Cannon also provided community outreach campaign to inform affected property owners of the sewer replacement process.

Reference: Ditas Esperanza, PE Capital Projects Engineer
City of Paso Robles
1000 Spring Street, Paso Robles, CA 93446
☎ 805.237.3861 ✉ DEsperanza@prcity.com



Key Project Team Members:
- Patrick Riddell, PE, QSD, CPII Project Manager
- Charles Gray, PE, QSD Resident Engineer
- Matt Natividad, CPII Construction Inspector

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Huasna Townsite Road Bridge
San Luis Obispo, California

On January 14, 2023, a major disaster was declared for San Luis Obispo County due to severe winter storms, which caused flooding, landslides, and mudslides. The Huasna Townsite Bridge over Huasna River collapsed during the storms. The County applied and received public assistance through FEMA to construct a temporary crossing. A temporary, prefabricated, high- strength, steel bridge was erected on-site and rolled from one abutment to the other abutment across the Huasna River. The length of the Bridge from abutment to abutment was 179.5 feet. Cannon provided construction management, inspection, materials testing coordination, environmental and cultural resource monitoring, communication with local landowners, and administrative services.

Reference: Patrik Johansson, PE Project Manager
County of San Luis Obispo
1055 Monterey Street, Suite D-430
San Luis Obispo CA 93406
☎ 805.781.5011 ✉ PJohansson@co.slo.ca.us



Key Project Team Members:
- Patrick Riddell, PE, QSD, CPII Project Manager
- Christine C. Kahn, PE Construction Inspector

FEMA Emergency Repairs for Alisal Road at Various Locations
County of Santa Barbara, California

During the winter of 2022/2023, severe storm damage forced the closure of Alisal Road from Nojoqui Falls Park to Santa Ynez in Santa Barbara County. Cannon provided construction management and inspection services for the Federal Emergency Management Agency (FEMA) funded emergency repair work at various sites along Alisal Road that included slope stabilization repairs, roadway excavation and reconstruction, new roadway paving, new storm drain headwall construction, numerous culvert replacements, rock slope protection (RSP), stream bed restorations, and erosion control measures including jute netting and hydroseeding using native seed mix blends.

Reference: German Neyra Civil Engineer Associate III
County of Santa Barbara
Public Works Department
123 East Anapamu Street, Santa Barbara CA 93101
☎ 805.568.3000 ✉ gneyra@countyofsb.org



Key Project Team Members
- Patrick Riddell, PE, QSD Principal-in-Charge
- Marcia Bohac Office Engineer
- Ron Tegland, CPII

Docusign Envelope ID: 8B9E978A-4A08-4E9E-8D47-FB8CE881C124

Ocean Boulevard Seawall Improvements

Pismo Beach, California

Storm events of 2017 caused severe storm damage at the ocean front bluff and existing stormwater facilities along Ocean Boulevard. To address the bluff damage, and prevent continued bluff retreat, the City of Pismo Beach secured Emergency Relief funding from the Federal Highway Administration, administered locally through the Caltrans Department of Local Assistance. Cannon provided construction management, inspection, materials testing, environmental and cultural resource monitoring, and administrative services for the project.

The scope included extending the limits of bluff stabilization from Morro Avenue to Cuyama Avenue, including reconstructing a damaged storm drain outfall and beach access stairway. It also involved new ADA-compliant bluff-top scenic sidewalks and lookouts extending from Vista Del Mar to Capistrano Avenue South.

Reference: Eric Eldridge Senior Engineer
City of Pismo Beach
760 Mattie Road, Pismo Beach, CA 93449
☎ 805.773.7041 ✉ eeldridge@pismobeach.org



Coordinated funding requirements through the Caltrans DLA and Federal Hwy. Administration

Key Project Team Members:
- Charlie Gray, PE, QSD Project Manager
- Patrick Riddell, PE, QSD, CPII Principal-In-Charge
- Robert Estrada Construction Inspector
- Marcia Bohac Office Engineer
- Ron Tegland, CPII, Construction Inspector

Village Square Los Alamos Storm Drain

County of Santa Barbara

The County of Santa Barbara Flood Control and Water Conservation District (District) is in coordination with the county planner and developer of the Legacy Estates for the improvement of the Village Square Tract offsite storm drain system located in the County of Santa Barbara. The project consisted of the construction of approximately 2,745 LF of 48” diameter RCP, 358 LF of 60” diameter RCP, and 700 LF of 72” diameter RCP. Additional work included the installation of 15 storm drain manholes, bollards, concrete overflow weir structure, headwall, trash rack, outfall protection, crushed rock lined v-ditch, and an aggregate base ranch road. Cannon provided construction management, inspection, and materials testing.

Reference: Hansel Corsa, PE
County of Santa Barbara Public Works Department
123 East Anapamu Street, Santa Barbara CA 93101
☎ 805.568.3000 ✉ hacorsa@countyofsb.org



Key Project Team Members
- Patrick Riddell, PE, QSD Principal-in-Charge

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Pismo Pier and Plaza Rehabilitation

Pismo Beach, California

The current pier was built in 1924; storms in 1983 washed out a portion of the pier; and in '85 and '86, sections were rebuilt, including the end of the pier and the addition of diamond-shaped sections. Following structural evaluation in 2015, the City decided to move forward with the project and proactively mitigate potential damage from future storms that would render the pier unsafe for use.

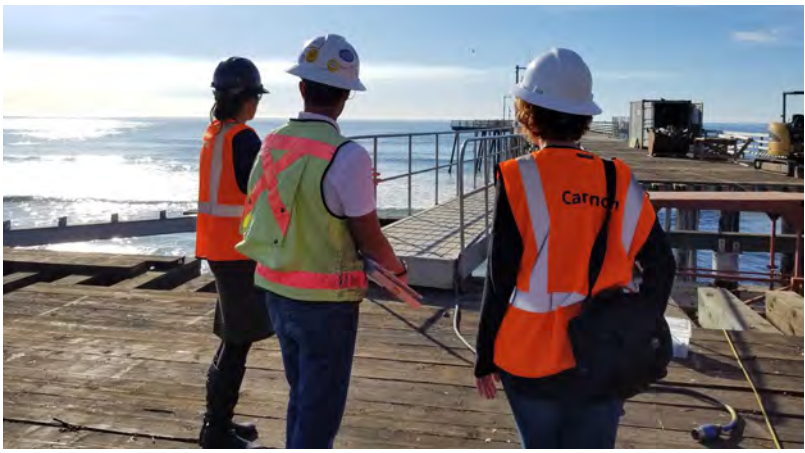
The project involved complete replacement of the existing pier, including 183 new steel piles, new timber caps, stringers, decking, guardrailing, firewater, sewer, and a domestic waterline. Before the pier reconstruction, the Pismo Pier had received a major face-lift with the addition of the "Promenade IV." As part of the promenade improvements, an elevated boardwalk of pressure treated timber pile and bent cap construction was installed north of the existing pier to allow pedestrian access from 1st Street.

As the fourth and final phase of a multi-year project, this phase included decorative lighting installed along the existing seawall; new cast-in-place decorated concrete seating with decorative form work and tile inlays of ocean scenes; new showers and surrounding decorative inlaid concrete flatwork; low impact development (LID) pavers; storm drain, sewer, and water system improvements; underground storm water detention storage and infiltration; repair and closure of an existing stairwell through a large sea wall, which included installation of helical piles integrated into the new section of the seawall footing; and relocating construction of a new staircase and stainless steel railing from the boardwalk to the beach below. Upgrades also included construction of parking lot and pier plaza improvements, and new restrooms. A beach access structure, which includes stairs, ADA ramp and slide to the beach, and a playground were included and awarded as bid alternates.

Cannon provided each aspect of Construction Management for the project, including construction engineering, construction inspection, materials testing, office engineering services, and funding administration.



Upgrades included a new parking lot and beach access structure





Reference: Eric Eldridge Senior Engineer
City of Pismo Beach
760 Mattie Road, Pismo Beach, CA 93449
☎ 805.773.7041 ✉ eeldridge@pismobeach.org

Key Project Team Members:
- Patrick Riddell, PE, QSD, CPII Principal-in-Charge
- Charlie Gray, PE, QSD, Project Manager
- Christine Kahn, PE Construction Inspector

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Reference: Anthony Ramos, PE Engineer II
City of San Luis Obispo
990 Palm Street
San Luis Obispo, CA 93401
☎ 805.781.7100
✉ aramos@slocity.org

Reference: Ryan Hayes, Deputy Director of Public Works
City of Atascadero
6500 Palma Avenue
Atascadero, CA 93422
☎ 805.470.3424
✉ rhayes@atascadero.org

Reference: Eric Eldridge, Senior Engineer
City of Pismo Beach
760 Mattie Road
Pismo Beach, CA 93449
☎ 805.773.7041
✉ eeldridge@pismobeach.org

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2024/2025 Fee Schedule

Bill Rate Ranges

Fee Schedule will remain fixed throughout the initial term of the Agreement

Assistant Resident Engineer I - II	$ 155 - $ 205
Associate Engineer	$ 180 - $ 240
Associate Land Surveyor	$ 210 - $ 230
Associate Landscape Architect	$ 175 - $ 215
Automation Specialist	$ 165 - $ 210
Automation Technician	$ 130 - $ 165
CAD Tech	$ 115 - $ 140
CAD Manager	$ 130 - $ 165
Construction Coordinator I - II	$ 125 - $ 160
Construction Inspector I - III	$ 120 - $ 200
Construction Manager	$ 178 - $ 235
Design Engineer	$ 150 - $ 195
Director/ Department Manager	$ 225 - $ 310
Dry Utilities Coordinator I - II	$ 170 - $ 200
Engineer Tech	$ 120 - $ 150
Engineering Assistant I - II	$ 115 - $ 140
Grant Funding Manager I - II	$ 160 - $ 225
I&E Services Coordinator	$ 120 - $ 140
Information Systems Admin/Manager	$ 135 - $ 168
Land Surveyor	$ 195 - $ 230
Landscape Architect	$ 130 - $ 200
Landscape Designer I - II	$ 120 - $ 142
Lead Automation Specialist	$ 175 - $ 209
Lead Automation Technician	$ 135 - $ 170
Lead Designer	$ 140 - $ 180
Office Engineer / Document Control I-III	$ 115 - $ 164
Plan Check Engineer I - II	$ 140 - $ 198
Planner I - III	$ 130 - $ 175
Planning Assistant	$ 115 - $ 150
Principal Automation Specialist	$ 186 - $ 232
Principal Construction Engineer	$ 210 - $ 293
Principal Designer	$ 140 - $ 200
Principal Engineer	$ 200 - $ 290

Other Direct Charges

Black Line Plots	$2.00 per page
Outside Reproduction	Cost + 15%
Mylar Plots	$12.00 per sheet
Automation & Electrical Materials	Cost + 25% (+tax)
Subconsultant Fees	Cost + 15%
Technology Fee	$30/Day
Color Plots	$5.00 per page
Travel and Related Subsistence	Cost + 15%
Standard Mileage Rate	IRS Rate per mile
Airplane Mileage Rate	GSA Rate per mile

Project Designer	$ 125 - $ 179
Project Engineer	$ 153 - $ 205
Resident Engineer	$ 195 - $ 248
Sr. Associate Architect	$ 219 - $ 260
Sr. Associate Engineer	$ 180 - $ 265
Sr. Automation Specialist	$ 185 - $ 225
Sr. Automation Technician	$ 150 - $ 185
Sr. CAD Tech	$ 130 - $ 160
Sr. Construction Manager	$ 217 - $ 323
Sr. Consultant / Principal-in-Charge	$ 285 - $ 385
Sr. Land Surveyor	$ 230 - $ 275
Sr. Landscape Architect	$ 190 - $ 230
Sr. Plan Check Engineer	$ 175 - $ 228
Sr. Principal Designer	$ 145 - $ 225
Sr. Principal Engineer	$ 225 - $ 320
Sr. Project Designer	$ 135 - $ 200
Sr. Project Engineer	$ 165 - $ 225
Sr. Resident Engineer	$ 205 - $ 258
Survey Assistant	$ 115 - $ 145
Survey Technician I - V	$ 143 - $ 218
Technical Writer I - IV	$ 115 - $ 140

Survey Crew Rates - Regular

One-Man Field	$ 210 - $ 233
Two-Man Field	$ 303 - $ 319
Three-Man Field	$ 399 - $ 418
Two-Man - HDS	$ 348 - $ 367

Survey Crew Rates - Prevailing Wage

One-Man Field	$ 270 - $ 290
Two-Man Field	$ 389 - $ 412
Three-Man Field	$ 549 - $ 571

Electrical - Prevailing Wage

Electrician	$ 207 - $ 254

Building and Construction Inspector - Prevailing Wage

BCI Construction Inspector	$ 169 - $ 201

Forensics Engineering / Expert Testimony Fee Schedule Available Upon Request.

Expenses, such as special equipment, shipping costs, travel other than by automobile, parking expenses, and permit fees will be billed at the actual cost plus 15%. If the client requests, or the client's schedule requires work to be done on an overtime basis, a multiplier of 1.5 will be applied to the stated rates for weekdays for daily hours in excess of 8 as well as weekends, and a multiplier of 2.0 for daily hours in excess of 12 and holidays. If the client requests field services to be provided outside of normal working hours, a multiplier of 1.5 will be applied to the stated rates. For prevailing wage projects, if the client requests field services to be provided on any given Sunday, a multiplier of 2.0 will be applied to the stated rates; on or around an observed holiday, other rates may be applied. Survey Crews and Automation Field staff are billed portal to portal. A minimum charge of four hours will be charged for any Automation Field Service calls outside of normal working hours. The stated rates are subject to change, typically on an annual basis.

(effective 7/1/2024)

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LOR GEOTECHNICAL GROUP, INC.
Soil Engineering ▲ Geology ▲ Environmental

FEE SCHEDULE

OCTOBER 2023

SERVICES

Geotechnical Engineering
LOR Geotechnical Group, Inc. provides geotechnical engineering services, including: preliminary geotechnical investigations, foundation investigations, percolation feasibility investigations, liquefaction evaluation investigations, as well as grading observation materials testing services.

Geological
LOR Geotechnical Group, Inc. provides geological services, engineering geology investigations, seismic setting studies, slope stability investigations, liquefaction susceptibility investigations, hydrology/water resource studies, and bedrock rippability evaluations.

Environmental
LOR Geotechnical Group, Inc. provides, environmental site assessments, underground storage tank investigations and remediation investigations, groundwater monitoring systems, soil and groundwater sampling and analysis, and environmental studies for property transfers.

All costs for Geotechnical Engineering, Geological, and Environmental Services are based on the site and investigative parameters requested.

FEES

The hourly personnel charges and laboratory test unit rates are as follows:

Personnel Charges-Hourly	
Principal Engineer	$330.00
Project Engineer/Geologist	$180.00
Staff Engineer/Geologist	$155.00
Soil Technician/Deputy Inspector (Field or Laboratory) [1]	$115.00
Soil Technician/Deputy Inspector (Prevailing Wage) [1, 2]	$145.00
Soil Technician/Deputy Inspector (CBA) [1, 2]	$155.00
Traffic Control (Prevailing Wage) [1, 2]	$135.00
Drafting	$105.00
Clerical	$90.00
Laboratory Testing Charges - Unit Costs	
CT 202: Sieve Analysis (Soil)	$120.00
CT 202: Sieve Analysis (Aggregate)	$155.00
CT 202: #200 Sieve Wash	$70.00
CT 205: Crushed Particle Analysis	$155.00
CT 206 Specific Gravity + Absorption of Coarse Aggregate	$125.00
CT 207: Specific Gravity + Absorption of Fine Aggregate	$165.00
CT 211: LA Rattler	$275.00
CT 213: Organic Impurities	$90.00
CT 217: Sand Equivalent	$130.00
CT 217: Sand Equivalent -QC	$145.00
CT 226: Moisture Content	$35.00
CT 227: Cleanness Value	$145.00
CT 229: Durability Index Fine/Coarse	$285.00
CT 235: Percentage of Flat and Elongated Particles in Coarse Aggregate	$110.00
CT 301: R-Value	$385.00
CT 305: Swell	$110.00

6121 Quail Valley Court ▲ Riverside, CA 92507 ▲ (951) 653-1760 ▲ (951) 653-1741 (Fax) ▲ www.lorgeo.com

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CT 307: Moisture Vapor Susceptibility	$195.00
CT 308 & CT 366: Asphalt Concrete Density & Stability/Rubberized	$240.00/$295.00
CT 308: Asphalt Concrete Density/Rubberized	$145.00/$210.00
CT 309: Asphalt Concrete Theoretical Maximum Density	$195.00
CT 329: Asphalt Moisture	$35.00
CT 366: Asphalt Concrete Stability/Rubberized	$220.00/$275.00
CT 382: Asphalt Extraction & Gradation	$285.00
CT 382: Slurry Extraction	$175.00
CT 521: Concrete Cylinder Compressive Strength	$40.00
CT 523: Beam Cylinder	$85.00
Concrete & Beam Cylinder Hold	$12.00
ASTM D6913/7928: Mechanical Analysis	$240.00
ASTM D1557: (Modified)/ ASTM D698: (Standard) Proctor (4")	$210.00
ASTM D1557: (Modified)/ ASTM D698: Proctor (6" or Cal-216)	$240.00
ASTM D2434: Permeability	$440.00
ASTM D2435: Consolidation	$265.00
ASTM D5333: Collapse Potential	$220.00
ASTM D2216: Moisture Content	$35.00
ASTM D221/D2937: Moisture/Unit Weight (Ring)	$45.00
ASTM D2974: Organic Matter Test	$100.00
ASTM D4318: Atterberg Limits	$240.00
ASTM D4829: Expansion Index	$210.00
ASTM D3080: Direct Shear	$295.00
CT 3910 Wet Track Abrasion	$180.00
Soluble Sulfate: (Test Kit SF-1)	$90.00

[1] 10% field supervision and equipment/vehicle charge will be added to all field services.

[2] Rate based on current State determined prevailing wage rates as of the date of this document. Adjustments to our rates may be necessary based on the actual State determined prevailing wage rates at the time of our work.

TERMS

Reimbursable Expenses
Outside services performed by others and direct costs expended on the client's behalf are charged at cost plus twenty percent. These expenses include rental of drill rigs, bulldozers, backhoes, travel and subsistence, permits, reproduction costs, etc.

Travel Time
Travel time required to provide professional or technical services will be charged at the appropriate hourly rates.

Overtime
An overtime rate of 1.5 times the standard rate will be used for time in excess of 8 hours per day and Saturdays. An overtime rate of 2.0 times the standard rate will be added for work on Sundays, official company holidays, and on all work in excess of 12 hours per day.

Prepayments
A retainer of fifty percent of the total fee is required for all field studies. The balance of the fee must be paid at the time the report is released to the client.

Billing
Billings will be provided periodically and will be classified by fee categories set forth above or as given by proposal.

Terms of Payment
Invoices rendered for professional services are due upon presentation. A service charge of 1.5 percent, per month, may be charged on accounts not paid within thirty days to cover additional processing and carrying costs. Any attorney's fees or other costs incurred in collecting any delinquent account will be paid by the client.

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AVANT GARDE
Grants
Compliance
Funding Management
Community Outreach

Avant-Garde offers the following hourly rates for all services proposed under this RFP.

Program Director	$150
Program Manager	$135
Senior Program Coordinator	$125
Program Coordinator	$110
Program Assistant	$100

807 S. Lemon Ave, Diamond Bar, CA 91789
tel: 909.895-7146 • fax: 909.859.3881 • www.agi.com.co

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Patrick Riddell, PE, CPII, QSD Principal-in-Charge



Professional Registration

- Registered Civil Engineer, California, No. 72034
- Certified Public Infrastructure Inspector (CPII), American Public Works Association
- Qualified SWPPP Developer/Practitioner (QSD/QSP), No. 72034

Education

- Bachelor of Science, Environmental Engineering, California Polytechnic State University, San Luis Obispo, California
- Caltrans Resident Engineer Academy

Certification

- Lane Closure System - Caltrans
- Excavation Safety Training for Competent Persons (CPT), United Academy, ID: 1544359
- Traffic Control Supervisor
- American Traffic Safety Services Association

Training

- Excavation Safety Training for Competent Persons

As Principal-in-Charge/Construction Manager, Mr. Riddell provides direct support to Cannon's resident engineer and construction management staff, including direct supervision of the overall project construction administration, pre-construction meetings, shop drawing review, inspections, processing of pay requests, assessing and resolving unforeseen conditions during construction, monitoring of schedules and budgets, overseeing equipment and materials testing, reviewing record drawings and certifications for accuracy, and confirming that work is in conformance with the contract documents and permit conditions before final acceptance. He also participates in conferences and meetings; coordinates activities with community and regulatory agencies; reviews and/or recommends acceptance of pay requisitions submitted by contractors; investigates and provides recommendations on contractor claims, change orders, etc.; and works with the Resident Engineer in the resolution of issues if encountered.

Pismo Streetscape-Shell Beach Road, Pismo Beach, California: The Shell Beach Road Streetscape - Phase I Project (Project) is a major component of the City of Pismo Beach's overall Complete Street Plan. The well-traveled corridor along Shell Beach Road lacked multi-modal transportation elements and did not allow for connections to key destinations.

Select Project Experience Summary

Mr. Riddell has served as Principal-in-Charge or Project Manager on the following projects:

- City of Gardena CM & Inspection and Civil Engineering Design On-Call (2019)
- Golden State Water Company CM & Inspection On-Call
- City of El Monte Construction Management On-Call
- City of Santa Monica CM, Project Management, Civil Design On-Call
- Santa Clarita Valley Water District CM & Inspection and Civil Design On-Call
- Three Valleys Municipal Water District Engineering and Surveying Services On-Call
- City of Yorba Linda Engineering, Plan Check, and Surveying Services On-Call
- City of Lake Forest Professional Services On-Call
- City of Santa Ana On-Call Construction Management
- Camrosa Water District CM & Inspection On-Call
- City of Thousand Oaks CM, Civil Engineering Design, and SCADA On-Call
- 2020-2021 and 2022-2023 Pavement Rehabilitation Project, Goleta, California
- Construction Management Services for Arterials 2023, San Luis Obispo, California
- 2022 Paving Project, Pismo Beach, California
- Design and Construction Management for Measure K-14 Street Repair and Rehabilitation Program Projects, Grover Beach, California

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Charlie Gray, PE, QSD Project Manager / Resident Engineer



Professional Registration

- Registered Civil Engineer, California, No. 81321
- Qualified SWPP Developer (QSD/P)

Education

- Bachelor of Science, Civil Engineering, California Polytechnic State University, San Luis Obispo, California

Certifications

- OSHA Confined Space Entry, No. 132723
- OSHA Fall Prevention
- Asphalt 101 for Civil and Geotechnical Engineers – Asphalt Pavement Alliance
- First Aid/CPR Certified

Professional Affiliations

- American Society of Civil Engineers

Mr. Gray is a Project Engineer and Construction Inspector experienced in transportation and water resource projects. Since 2010, he has provided construction observation on design for curb and crosswalk repair projects, road repair, cross sections, microsurfacing/slurry sealing, striping, and overlays, as well as stormdrain design, drainage inlets, and waterlines. Mr. Gray is also experienced in assisting with traffic control, paving operations, and tracking quantities.

Tank Farm and Orcutt Roundabout Drainage Improvements, San Luis Obispo, California: To improve traffic flow and safety at a critical intersection, this project included drainage improvements; overhead utility undergrounding; utility relocations and extensions; accessibility compliant sidewalks, ramps, and crosswalks; multi-modal improvements; traveled way realignment; new pavement, striping, markings, and signage; and numerous aesthetic enhancements. Cannon provided construction management, inspection, and materials testing for this project. Mr. Gray served as Project Manager and Resident Engineer.

Select Project Experience Summary

Mr. Gray has served as Project Manager or Resident Engineer on the following projects:

- Construction Management Services for Arterials 2023, San Luis Obispo, California
- Design and Construction Management for Measure K-14 Street Repair and Rehabilitation Program Projects, Grover Beach, California
- Tank Farm and Orcutt Roundabout, San Luis Obispo, California
- Train Station Expansion Project, Grover Beach, California
- North Depot Street and Hwy 166 and Blosser Road Right Turn Lane Traffic Signals and Street Improvements, Santa Maria, California
- Salinas River Segment of the Paso Robles Recycled Water Distribution System, Paso Robles, California
- Main West Tank and Ductile Iron Pipeline Installation, Paso Robles, California
- Sherwood Acres Backyard Sewer Replacements, Paso Robles, California
- Ocean Boulevard Seawall Improvements, Pismo Beach, California
- Pismo Pier and Plaza Rehabilitation, Pismo Beach, California
- County of San Luis Obispo 2023 Storm Damage Repair Work, San Luis Obispo, California
- Pismo Beach Streetscape at Shell Beach Road, Pismo Beach, California
- Pismo Beach Sea Walls Bluff Erosion at Vista Del Mar and Ocean Blvd., Pismo Beach, California
- Calleguas-Las Virgenes Water District Interconnection Project, West Lake Village, California
- Design and Construction Management Services for Measure K-14 Projects, Grover Beach, California
- Plant 209 Pump Station, Whittier, California
- Airport Pipeline Infrastructure Improvements, Paso Robles, California
- North Oak Park Boulevard Rehabilitation Project, Grover Beach, California

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Matt Scholfield, PE, CCM, CPII, QSD Resident Engineer



Professional Registrations

- Civil Engineer, California, No. 83926
- Certified Construction Manager, No. 30640

Education

- Bachelor of Science, Civil Engineering, California State University, Long Beach, California

Certifications

- Certified Public Infrastructure Inspector, APWA
- Qualified SWPPP Developer/Practitioner, No. 26102
- Safety Qualified Supervisor

Training

- OSHA 30; Confined Space Training; Trenching & Excavation Competent Person; Fall Protection; Lockout/Tagout; Hot Work Permit
- ASME Rigging Fundamentals Training
- First Aid/CPR Certified

Mr. Scholfield brings more than 15 years of experience in the heavy civil construction industry and more than 12 years as a project manager. He has a strong background managing self-performed work, and his technical engineering knowledge has created a valuable skill set for the safe, timely, and cost-effective completion of projects.

Pismo Paving Project 2022, Pismo Beach, California: The 2022 Paving Project was a $10.6 million improvement project and a major component of the City's ten-year capital improvement plan. The project balanced maintaining existing infrastructure and traffic flows while supporting community growth. The project improved pavement on 33% of the City's streets and upgraded 115 pedestrian ramps to be ADA-compliant. Cannon provided construction management, inspection, materials testing, and administration services. Mr. Scholfield served as Resident Engineer.

Tank Farm and Orcutt Roundabout Drainage Improvements, San Luis Obispo, California: To improve traffic flow and safety at a critical intersection, this project included drainage improvements; overhead utility undergrounding; utility relocations and extensions; accessibility compliant sidewalks, ramps, and crosswalks; multi-modal improvements; traveled way realignment, new pavement, striping, markings, and signage; and numerous aesthetic enhancements. Cannon provided construction management, inspection, and materials testing for this project. Mr. Scholfield served as Construction Inspector.

Golden Hill Road and Union Road Roundabout, Paso Robles, California: To eliminate the need for extensive property acquisition, a one lane, dog bone-shaped roundabout was designed to accommodate the increased traffic demand, including accommodations for oversized nine-axle transports. Cannon provided construction management, inspection, construction staking, and materials testing. The scope of work included full depth reclamation; installing new waterlines, sewer, fiber conduits, streetlights, landscaping, curbs, gutters, sidewalks, and roadwork, and signage and striping. Mr. Scholfield served as Resident Engineer.

Select Project Experience Summary

Mr. Scholfield has served as Project Manager, Resident Engineer, or Construction Manager on the following projects:

- 2020-2021 Pavement Rehabilitation Project, Goleta, California
- Golden Hill and Union Road Intersection Improvements, Paso Robles, California
- Salinas River Segment of the Paso Robles Recycled Water Distribution System, Paso Robles, California
- Construction Management and Inspection for Street Reconstruction, Huntington Park, California
- 2023 Pavement Rehabilitation Projects, Atascadero, California
- Construction Management and Inspection for Yorba Linda Lakeview Ave. Widening from Bastanchury Rd. to Lemon Drive Street Improvement, Yorba Linda, California
- Construction Management and Inspection for Well 29 Rehabilitation Improvements Project, Santa Ana, California

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Todd Bartolome, PE, QSD Resident Engineer



Professional Registration

- Registered Civil Engineer, California, No. 86198
- California QSP/D Certification – 86198

Education

- Bachelor of Science, Construction Engineering, University of Nebraska, Lincoln, Nebraska
- Traffic Control Supervisor - American Traffic Safety Services Association
- Caltrans Resident Engineer Training
- EPA - NPDES Certification

Mr. Bartolome has over 35 years of experience as a construction manager, resident and regional engineer, and engineering manager, with large wastewater, bridge, roadway, and airport project experience throughout the U.S. and overseas. His specific project experience includes management of wastewater, major highway bridge and roadway projects, as well as construction and maintenance as both a public agency representative and as a private consultant. Mr. Bartolome has also managed the design and development of project controls systems using various microcomputer systems, cost control systems, scheduling, estimating, inspection, materials testing, and field office engineering. His major project experience includes wastewater, highways, bridges, floodways, airports, and hydroelectric dams.

Construction Management and Inspection for 2020-2021 Pavement Rehabilitation Project, Goleta, California: This project was a major street maintenance project encompassing 12 roadway segments. The City of Goleta selected Cannon to provide construction management and inspection services. The work included ADA compliant pedestrian ramp upgrades; placement of asphalt-concrete (AC); pavement materials (ARHM overlay); AC mill and fill; full depth reclamation; replacement and compaction of subsurface material; setup and maintenance of traffic control systems; construction of concrete ADA compliant curb ramps and gutters; placement of crushed aggregate base and AC pavement; and replacement of traffic striping and markings. Mr. Bartolome served as Project Manager.

Construction Management and Inspection for 2022-2023 Pavement Rehabilitation Project, Goleta, California: This project was a major street maintenance project encompassing 12 roadway segments in the base bid, plus an additional 10 road segments in the Alternates A, D & I segments. The City of Goleta selected Cannon to provide construction management and inspection services. The work included ADA compliant pedestrian ramp upgrades; placement of AC; pavement materials (ARHM overlay); 4 inches of AC milling and replacement; full depth reclamation; replacement and compaction of subsurface material; setup and maintenance of traffic control systems; construction of concrete ADA compliant curb ramps and gutters; placement of crushed aggregate base and AC pavement; and replacement of traffic striping and markings. Mr. Bartolome served as Project Manager.

Select Project Experience Summary

Mr. Bartolome has served as Project Manager or Construction Manager/Resident Engineer on the following projects:

- Street Reconstruction, Huntington Park, California
- Modjeska Park Underground Stormwater Detention and Infiltration System, Anaheim, California
- Mission Village – KB Homes Improvements, Santa Clarita Valley Water Agency, Valencia, California
- Santa Lucia Road Pavement Rehabilitation, Atascadero, California
- Airport Pipeline Infrastructure, Paso Robles, California
- Measure K-14 Street Repair and Rehabilitation Program Projects, Grover Beach, California

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Matt Natividad, CPII, QSD/P Construction Inspector



Professional Registrations

- Certified Public Infrastructure Inspector, APWA

Education

- Bachelor of Science, Civil Engineering, Western Mindanao State University, Philippines

Certifications

- Caltrans Certified Flagger
- Caltrans Lane Closure System
- OSHA Confined Space Entry
- Special Inspector Certified – International Code Council
- Certified Concrete Testing Inspector
- First Aid/CPR

Mr. Natividad has provided construction inspection services on projects ranging from small-scale street overlays to complex, large-scale traffic improvements. His responsibilities typically include inspecting construction work, completing daily reports, helping with work site safety maintenance, and keeping track of labor and materials.

North Depot and Highway 166 Improvement Project, Santa Maria, California: This project involved realigning a major City intersection to improve vehicular and pedestrian safety, including traffic signal modification to provide protected left turns. Cannon was selected to provide construction management and inspection services for this project. Specific project tasks included new sidewalk, curb and gutter, curb ramps, bulbouts, and medians/pedestrian islands; HMA paving and slurry seal; new striping and signage; critical traffic control as stop control on the intersection was altered; three new field-fitted DIs; and modified striping and signage configuration. Mr. Natividad served as Construction Inspector.

Select Project Experience Summary

Mr. Natividad has served as Construction Inspector on the following projects:

- North Oak Park Boulevard Rehabilitation Project, Grover Beach, California
- Construction Administration and Inspection Services for Blosser Road Right Turn Lane, Santa Maria, California
- Santa Lucia Road, Atascadero, California
- 21st Street Green/Complete Street Improvements, Paso Robles, California
- 12th Street Green Street Improvements, Paso Robles, California
- 4th Street Pavement Repair, Grover Beach, California
- U.S. Highway 101 and State Route 46 East Improvements, Paso Robles, California
- Five Cities Drive Turn Signal Project, Pismo Beach, California
- Construction Management, Materials Testing, and Construction Survey Services for West Grand Avenue Enhancement Project Phase 3, Grover Beach, California
- 2015-1 and 2015-2 Street Rehabilitation and Repair Project, Grover Beach, California
- Price Canyon Road Slope Repair, Pismo Beach, California
- Pismo Pier, Pismo Beach, California
- Price Canyon Road Slope Repair, Pismo Beach, California

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Robert Estrada Construction Inspector



Certifications

- OSHA Confined Space Entry, No. 214550

Training

- Flagger Training, California
- First Aid/CPR

Software Skills

- Microsoft Programs
- Procore
- E Builder
- Cityworks

Mr. Estrada brings more than 14 years of experience in the construction industry. He has worked as full-time inspector since 2019 with three municipalities. With a background in Public Works Transportation, he has a strong focus and commitment to site safety. From daily inspection and regular construction meetings, he is well-versed in the ins and outs of confirming work on transportation projects is completed according to plans and specifications. His staff supervisory and communication skills are best demonstrated by his ability to plan and coordinate work and resolve issues as needed.

2020-2021 and 2022-2023 Pavement Rehabilitation Projects, Goleta, California: The City of Goleta's major street maintenance project encompassed 12 roadway segments in the Base Bid plus an additional 10 road segments in Alternates A, D, and I Segments. The work included ARHM overlay; AC mill and fill; full depth reclamation; ADA pedestrian ramp upgrades; subsurface material replacement / compaction; setup and maintenance of traffic control systems; concrete ADA compliant curb ramps and gutters; crushed aggregate base and AC pavement; and traffic striping and markings. Cannon provided construction management and inspection services during each phase of construction. Mr. Estrada served as Construction Inspector.

Highway 1 Water Main Replacement Project, Oceano, California: Oceano Community Services District was awarded a grant through the proposition 1 round 1 Integrated Regional Water Management (IRWM) implementation to upgrade and replace various components of its water distribution system. Existing water distribution lines and service laterals had either exceeded their useful life expectancy, were undersized for current water demands and fire flows or did not meet current potable water standards. The District selected Cannon to provide construction management and inspection services, including work within Caltrans ROW for both roadway and utility improvements. Mr. Estrada provided lead inspection for installation of the new 8-inch watermain.

Paso Robles Annual Pavement Striping, Paso Robles, California: The City of Paso Robles experienced an increase in population and traffic and needed to complete annual improvements. This project involved striping and markers refreshment and maintenance on Niblick Road, 13th Street, Creston Road, and Charolais road. Mr. Estrada provided construction management and inspection of the removal and replacement of pavement marking along arterial roads.

Select Project Experience Summary

Mr. Estrada has served as Construction Inspector on the following projects:

- Annual Pavement Rehabilitation, Sunnyvale, California
- Paso Robles Annual Pavement Striping, Paso Robles, California

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Bud Nance Construction Inspector



Training

- California Polytechnic State University - Irrigation Training Research Center

Certifications

- HAZWOPER
- Environmental Safety
- Confined Space Entry / Rescue
- Trench Shoring Competent Person

Software Skills

- SCADA
- Electrical Troubleshooting
- Microsoft Products
- GIS
- Crystal Reports

Mr. Nance brings over 30 years of experience in public works, water resources, and waterworks. He has served as project lead and/or Wastewater Collection Supervisor for complex construction projects dealing with wastewater collection facility and storm water system operations. Mr. Nance is experienced in training and leading teams, has mastered forming an efficient and professional work environment, and inspected work sites to confirm safety procedures were being followed. Working with numerous agencies and throughout Central California has thoroughly familiarized Mr. Nance with agency regulations and expectations. His experience includes sewer lines, reservoirs, sewer lift stations, and installation, upgrade, and replacement of facilities.

Nipomo Community Service District (NCSD) Southland WWTF Wet Well Rehabilitation Project, Nipomo, California: Due to degradation and failure of the influent wet well's coating system, specifically the roof and walls above the normal water levels, the NCSD needed to rehabilitate the influent wet well, as well as upgrade other existing piping and appurtenances. The project included development of a wastewater bypass plan, with redundancy, to allow assessment and rehabilitation work within the influent wet well. It also included the installation of a Titus Twister and its associated appurtenances that will not only help reduce corrosion of the influent wet well, but will also assist in odor control and provide significant benefits to the surrounding community. Mr. Nance served as Construction Inspector.

Select Project Experience Summary

Mr. Nance provided supervisory and construction inspection services prior to working for Cannon on the following projects:

- Perfumo Canyon Sewer Lift Station Pump/Wet Well Force Main Installation New Development Project, San Luis Obispo, California
- Laguna Sewer Lift Station Pump/Wet Well Force Main Installation Replacement Project, San Luis Obispo, California
- Tank Farm Lift Station Pump/Wet Well, Gravity Main, Force Main Replacement and Relocation, and Emergency Generator Installation, San Luis Obispo, California
- Calle Joaquin Siphon and Lift Station Replacement - Pump/Wet Well Gravity Main, Creek Siphon, Force Main Replacement, Emergency Generator Design Details, San Luis Obispo, California
- Margarita Sewer Lift Station Pump/Wet Well, Emergency Generator Design, San Luis Obispo, California

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Mark Williams Construction Inspector



Training

- Erosion and Sediment Training
- Environmental Safety
- Hazardous Waste Training
- Asbestos Training
- Traffic Control
- Discrimination and Harassment Avoidance
- Confined Space
- Trench Safety
- Bloodborne Pathogens
- Fire Extinguisher

Certifications

- Local Assistance Resident Engineer Academy
- American Red Cross, Certified in Adult and Child First Aid/CPR/AED
- OSHA Competent Person

Mr. Williams has more than three decades of experience working for the City of San Luis Obispo as a public works inspector. Mr. Williams is a Certified Public Infrastructure Inspector where he has worked in various capacities as an encroachment, capital improvement, residential and commercial tract, and erosion/sediment control inspector, leaving him well versed in each facet of constructability, construction management, and inspection.

Roadway Sealing Project, San Luis Obispo, California: Slurry seal laydown of over 19 miles of road in the City of San Luis Obispo. The project consisted of resurfacing 82 streets, striping, and installing speed bumps and other traffic safety delineators with the intent of enhancing safety and multi-modal transportation. Mr. Williams served as Engineering Inspector and Project Manager.

Downtown Paving Project, San Luis Obispo, California: Grinding and paving of existing downtown streets. Work included the design and installation of new curb ramps and cross gutters, design and installation of new bike medians, installing new traffic signs and striping (MMA), placement of new slurry seal on existing streets, installation of new catch basins and bridge deck, and approach slab repair. Mr. Williams served as Engineering Inspector and Project Manager.

South Broad Street Improvements, San Luis Obispo, California: The South Broad Street Improvement project included the construction of ADA curb ramps and the grind and overlay of 6” HMA reconstruction of the existing roadway. Mr. Williams served as Engineering Inspector and Project Manager.

Damon Garcia Sports Field, San Luis Obispo, California: The project included the relocation of existing creek and mitigation; installation of new sports lighting, irrigation system with pumps, sand media and turf and of new block buildings. Inspection included the oversight of new parking lots, connection of the park irrigation system to reclaimed water, modifying the existing traffic signal, construction of new walkways around the park, and installation of new curb and gutter frontage with new street lighting. Mr. Williams served as Engineering Inspector and Project Manager.

Terrace Hill Pipeline and PRV Rehabilitation, San Luis Obispo, California: The project included the installation of a new 8” and 12” pressure reducing system, new waterlines, and electrical control panels with fiber optic cabling. Work also included abandoning the existing 750,000-gallon water tank, street paving and slope mitigation, cable wiring fencing, and sound proofing. Mr. Williams served as Engineering Inspector and Project Manager.

Santa Rosa Skate Park, San Luis Obispo, California: The 15,500 Square-foot Concrete skate park included the installation of new sports lighting, an outdoor amphitheater, a low impact fitness path, public art, and a streetscape plaza for spectator seating, farmer’s market, and craft fairs. Mr. Williams served as Engineering Inspector.

Sinsheimer Park Playground, San Luis Obispo, California: This $3M, multi-level, half-acre playground required excavation of the hillside to prepare for the installation of play equipment including 3-story tower, five large slides ranging from 12 to 18 feet tall, a climbing wall, a snowboard simulator, swings and a zipline. The project included the installation of decorative hillside rubber with buffing’s, and artificial hillside turf; the addition of curb ramps, picnic tables, and new storm drains and watering stations. Mr. Williams served as Engineering Inspector and Project Manager.

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Ron Tegland, CPII Construction Inspector



Professional Registrations / Certifications

- Caltrans Certified Flagger
- OSHA Confined Space Entry, No. 149209
- Caltrans Lane Closure System
- Energy Overhead Power Lines (OPL)
- Energy Passport D41572 PASPX1313
- Chevron Business Partner Safety Orientation (BPSO)

Education

- Bachelor of Science, Development and Infrastructure, City Planning, University of Arizona, Tucson, Arizona

Training

- First Aid/CPR Certified

As a Construction Inspector with Cannon with 24 years of experience, Mr. Tegland serves as the client's on-site representative. He provides coordination and oversight of the contractor to ensure plans and specifications are met and schedule and cost are maintained. Mr. Tegland has extensive experience coordinating with water districts, contractors, encroachment permit inspectors, and other stakeholders on construction projects, including pipeline installations, trenchless technology, grading, equipment and tank fabrication traffic control, and road repairs. Mr. Tegland is safety-conscious, detailed-oriented, organized, and has a proven track record of successful construction inspection and project coordination.

Ocean Boulevard Improvements, Pismo Beach, California: The City of Pismo Beach secured Emergency Relief funding from the Federal Highway Administration, administered locally through the Caltrans Department of Local Assistance to address the bluff damage and prevent continued bluff retreat. The City selected Cannon to provide construction management, inspection, materials testing, environmental and cultural resource monitoring, and administrative services. Mr. Tegland served as Construction Inspector.

Pismo Streetscape Shell Beach Road, Pismo Beach, California: As a major component of the City's overall Complete Street Plan, the well-traveled corridor lacked multi-modal transportation for connections to key destinations. The City selected Cannon to provide construction management, inspection, materials testing, and administrative services. This project presented unique challenges in that a significant portion of the work (approximately 64%) occurred below the surface, in the replacement of underground utilities (water and storm drain) and the undergrounding of existing overhead utility lines (PG&E, AT&T, and Charter). Because this project involved Horizontal Directional Drilling (HDD) that crossed Caltrans right-of-way, Cannon facilitated conformance to their Encroachment Permit requirements and road settlement monitoring. Mr. Tegland served as Construction Inspector.

Select Project Experience Summary

Mr. Tegland has served as Construction Inspector, Observer, or Field Technician on the following projects:

- 2022-2023 Pavement Rehabilitation Project, Goleta, California
- CA SR 166 (West Main St.) and Blosser Road Right Turn Lane and Signal Installation, Santa Maria, California
- Union Road-Golden Hill to Highway 46 East Project, Paso Robles, California
- 2022 Paving Project, Pismo Beach, California
- Bluff Stabilization and Sea Walls, Pismo Beach, California
- Price Canyon Road Slope Repair, Pismo Beach, California

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Colin Campbell, CPII Construction Inspector



Professional Certifications

- OSHA Confined Space Entry
- Excavation and Trenching Competent Person
- Caltrans Lane Closure System Training
- Caltrans Certified Flagger
- First Aid/CPR
- PROCORE Certificate No: 2wesoae92foc

Education

- Associate of Science, Architectural Design, Pittsburgh Technical Institute, Pittsburgh, Pennsylvania

Software Skills

- PROCORE
- AutoCAD
- Civil 3D
- Microsoft Suite

Mr. Campbell brings more than 15 years of experience as a Construction Project Manager and Inspector for heavy civil engineering projects and construction firms. He has successfully overseen projects and undertaken responsibilities in providing field inspections and observations, design, and project management related to water conveyance systems, including pipelines and canals; groundwater wells; recharge ponds; reservoirs; ground water filtration system; sewer systems and lift stations, storm drains; grading and drainage; and roads, streetscapes, parking lots, and railroads.

He has worked with numerous agencies, municipalities, and private sector clients throughout Central California on residential and commercial land development, public infrastructure, energy industry, and transportation projects for agencies such as City of Bakersfield, and Arvin Edison Water Storage District. He is thoroughly familiar with construction contract administration and scheduling, coordination of utilities, materials and soils testing, and client and stakeholder needs, effectively serving as on-site Owner's Representative.

Measure K-14 Street Repair and Rehabilitation Program Projects, Grover Beach, California: Cannon was selected by the City to provide construction management and inspection services for improvements including roadway reconstruction, HMA paving work using Section 39 of the Caltrans Standard Specifications, ADA compliance, implementation of water pollution control BMPs, and traffic control support to maintain easy access on critical residential streets. Mr. Campbell served as Project Inspector.

Select Project Experience Summary

Mr. Campbell has served as Construction Inspector or Assistant Resident Engineer on the following projects:

- 2023 Pavement Rehabilitation Projects, Atascadero, California
- 2020-2021 Pavement Rehabilitation Project, Goleta, California
- 2021-2022 Pavement Rehabilitation Project, Goleta, California
- 2022-2023 Pavement Rehabilitation, Pismo Beach, California
- Pismo Beach Streetscape at Shell Beach Road, Pismo Beach, California
- Mission Village – KB Homes Improvements, Santa Clarita Valley Water Agency, Valencia, California
- Airport Area Infrastructure Improvements, Paso Robles, California
- Hwy. 68 Caltrans Encroachment Permit Inspection, Monterey, California
- CA SR 166 (West Main St.) and Blosser Road Right Turn Lane and Signal Installation, Santa Maria, California
- Orcutt / Tank Farm Roundabout, San Luis Obispo, California
- Hwy. 46 East Water Main Relocations, Lost Hill Utility District (LHUD), Lost Hills, California
- Calleguas-Las Virgenes Municipal Water District Interconnection Project, West Lake Village, California

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Christine C. Kahn, PE Caltrans Liaison / Assistant Resident Engineer



Professional Registrations / Certifications

- Civil Engineer, California, No. 41877
- OSHA-Confined Space Entry, No. 132326
- Asphalt 101 for Civil and Geotechnical Engineers – Asphalt Pavement Alliance

Education

- Bachelor of Science, Civil Engineering, California Polytechnic State University, San Luis Obispo, California

Professional Affiliations

- American Society of Civil Engineers; Past President, SLO Branch
- American Public Works Association, Member, Central Coast Chapter

Ms. Kahn is an experienced project manager, project engineer, and construction inspector with 34 years of experience in the public infrastructure field. She offers expertise in constructability reviews, preliminary site planning and permitting, and funding assistance. Throughout the course of her career, she has honed her abilities as an astute problem-solver capable of designing, managing, and inspecting transportation projects with proficiency.

As a Transportation Engineer for Caltrans, she was the lead engineer in the development of various complex transportation projects on the State Highway System. Ms. Kahn also managed a team of engineers to prepare technical documents that required extensive coordination with several functional units within the district, region, headquarters and outside regulatory agencies. She followed many of her projects into construction to oversee field personnel to confirm the cost effective and timely delivery of the project.

Train Station Expansion Project, Grover Beach, California: The City of Grover Beach successfully secured Federal funds from a Congestion Management Air Quality Grant for the City of Grover Beach Train Station Expansion Project. Additionally, the City received an allocation of grant funds for construction from State Proposition 1B and from the Regional Surface Transportation Program. The City selected Cannon to provide Construction Management and Construction Inspection, and Materials Engineering, Sampling and Testing for this project. Materials installed on the project and specific documentation and required reporting adhered to Caltrans Local Assistance Procedures Manual (LAPM) standards. Ms. Kahn provided Construction Management services.

Select Project Experience Summary

Ms. Kahn has served as Construction Inspector or Assistant Resident Engineer on the following projects:

- Blosser Road Right Turn Lane at W. Main Street, Santa Maria, California
- 2021 Pavement Inspection Services, Guadalupe, California
- Measure K-14 CIP, Grover Beach, California
- County of San Luis Obispo, Huasna Townsite Road Bridge Rehabilitation, Oak Shores, California
- County of SLO 2023 Storm Damage Repair Work, San Luis Obispo, California
- Pismo Pier and Plaza Rehabilitation, City of Pismo Beach, California
- 4th Street Phase 2, Santa Monica, California
- CDBG-Funded Community Center and Leroy Park Guadalupe, California
- Vintage Ranch Development Project Inspection Services, Orcutt, California

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Marcia Bohac Office Engineer



Education

- Bachelor of Science, Human Factors Engineering, Tufts University, Medford, Massachusetts

Ms. Bohac brings 25 years of experience in administrative positions for various industries. She is responsible for business services support, including contracts for both public and private entities and agencies. Ms. Bohac demonstrates effective teamwork, communication, and management. She prepares project reports and reviews and references drawings. She has experience analyzing and compiling pay applications and change orders. She has transferred RFIs and submittals to database platforms for client and team accessibility. Her specialty is streamlining processes and procedures to bring more efficiency to the work.

Tank Farm and Orcutt Roundabout Improvements, San Luis Obispo, California: To improve traffic flow and safety at a critical intersection, this project included drainage improvements; overhead utility undergrounding; utility relocations and extensions; accessibility compliant sidewalks, ramps, and crosswalks; multi-modal improvements; traveled way realignment; new pavement, striping, markings, and signage; and numerous aesthetic enhancements. Cannon provided construction management, inspection, and materials testing for this project. Ms. Bohac served as Office Engineer.

Golden Hill Road and Union Road Roundabout, Paso Robles, California: To eliminate the need for extensive property acquisition, a one lane, dog bone-shaped roundabout was designed to accommodate the increased traffic demand, including accommodations for oversized nine-axle transports. Cannon provided construction management, inspection, construction staking, and materials testing. The scope of work included full depth reclamation, installing new waterlines, sewer, fiber conduits, streetlights, landscaping, curbs, gutters, sidewalks, and roadwork, and signage and striping. Ms. Bohac served as Office Engineer.

Select Project Experience Summary

Ms. Bohac has served as Office Engineer or Business Services Administrator on the following projects:

- County of San Luis Obispo, Huasna Townsite Road Bridge Rehabilitation, Oak Shores, California
- County of San Luis Obispo 2023 Storm Damage Repair Work, San Luis Obispo, California
- Ocean Boulevard Improvements, Pismo Beach, California
- Arterials 2023 Project, San Luis Obispo, California
- 2022 Paving Project, Pismo Beach, California
- Well 29 Rehabilitation Improvements Project, Santa Ana, California
- CIP 2021, Huntington Park, California
- Budlong and Halldale Street Improvements, Gardena, California
- Monterey Park Pass Road Transmission Main Replacement, Monterey Park, California

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Cannon's Subconsultants



Megan LeNoue Public Outreach and Grant Writing

Ms. LeNoue has 10 years of experience in administrative and municipal program services and contract administration. Her overall experience includes grant research and writing, funding administration, project management and analysis, community outreach support, labor compliance monitoring, and construction management assistance.

As a Program Manager, Ms. LeNoue has served as a liaison to provide support on various projects. One of her main responsibilities is assisting clients with preparing and administering programs as required by federal and state funding agencies to ensure projects are developed in accordance with policy and procedural guidelines. Ms. LeNoue is proficient in preparing funding reimbursement requests and quarterly reporting through various agencies (FHWA, Metro, Caltrans, CalOES) for various multi-million-dollar projects.

Education

- BS, Business Management, University of Phoenix, Arizona

Summary of Select Project Experience

Mr. LeNoue has written many grants, including:

- Bridge Investment Program
- CDBG-CV Homekey
- Clean CA Local Grant Cycle 1-2
- Equitable Community Revitalization Grant
- Active Transportation Program Cycles 1-6
- Safe Streets and Roads for AllO Call for Projects



John Leuer, CE, PE Geotechnical Engineer

Mr. Leuer has over 35 years of professional experience in the geotechnical and civil engineering field. In this time, Mr. Leuer has developed an extensive knowledge of the many geotechnical considerations involved in construction in the southern California area. Mr. Leuer is highly experienced in all aspects of soil and foundation engineering for a wide variety of projects ranging from multi-story commercial and industrial structures to several thousand acre planned community developments. Mr. Leuer has substantial experience coordinating projects for many City, County, and State agencies as well as in the public sector, gaining a reputation for being responsive to clients needs while providing strong technical expertise.

Professional Registration

- Registered Civil Engineer, California, No. CE 34996
- Registered Geotechnical Engineer, California, No. GE 2030

Education

- BS, Civil Engineering, Cal State University, Northridge, California

Summary of Select Project Experience

Mr. Leuer was the Project Manager on the following projects:

- On-Call Compaction Testing and Materials Testing Services Provided During Construction, 2023 Citywide Pavement Rehabilitation Services, Perris, California
- On-Call Geotechnical Observation, Compaction Testing, and Materials Testing Services Provided During Construction, Moreno Valley, California
- On-Call Geotechnical, Compaction Testing, and Materials Testing Services Provided During Construction, Auto Center Drive Pavement Rehabilitation Project, Lake Elsinore, California

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Reliable Responsive Solutions



Cannon
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949.753.8111

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH
DAVID EVANS AND ASSOCIATES, INC

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **David Evans and Associates, Inc,** a OR Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - General Civil Engineering Design
      - Traffic Engineering

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9, 2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant

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in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person promptly upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain the level of competency presently maintained by other similar practitioners in the State of California practicing under similar circumstances, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be

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indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Liability Insurance – a policy with minimum limits of One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said Professional liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by certificates of insurance to the policies:

   a. Additional insureds (applicable to commercial general and automobile liability policies only): "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced to no longer meet the requirements of this Agreement, until thirty (30) days after written notice is given to City."

   c. Other insurance (applicable to commercial general and automobile liability policies only): "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and

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volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City which may be redacted at the Consultant's or the Consultant's insurers' discretion to protect confidential or proprietary elements of the policies.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to indemnify, hold free and harmless including the cost to defend the City, it elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the negligent performance of the Consultant its employees, and/ or authorized subcontractors, of the work undertaken pursuant to this Agreement. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints, or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity shall be limited to the extent required by Civil Code Section 2782.8, to claims that arise out of, or pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. The City agrees that in no event shall the cost to defend charged to the Consultant exceed the Consultant's professional proportionate percentage of fault. This provision shall supersede and replace all other indemnity provisions contained in either the City's specifications or Consultant's proposal, which shall be of no force and effect.

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13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

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17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence as it would its own similar information but in no event use less than reasonable care and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law, rule, regulation, court order or governmental investigation. Consultant agrees to release such information or material only to employees or Sub-consultants who have agreed to keep the information confidential in accordance with this Agreement and signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement reasonable safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal

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information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including reasonable attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national

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origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the reasonable control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	David Evans and Associates, Inc 201 South Figueroa Street, Suite 240 Los Angeles, CA 90012 Attn: James Daisa Title: Project Manager

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall promptly inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but

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not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations in force during the Services;

    C. Any additional records deemed necessary by City to assume verification of compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the substantially prevailing party in the legal action shall be

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entitled to recover reasonable attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

Tasha Cerda, Mayor

ATTEST:

Mina Semenza, City Clerk

APPROVED AS TO FORM:

Carmen Vasquez, City Attorney

CONSULTANT – David Evans and Associates, Inc

Aaron Fetzer
Name

Sign: Aaron Fetzer
Title: Chief Financial Officer

Alex Soo
Name

Sign: Alex Soo
Title: Vice President, Construction Engineering Svcs

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference. In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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Qualifications to Provide

Professional On-Call Civil Engineering Design Services

June 13, 2024

DAVID EVANS AND ASSOCIATES INC.

CITY OF GARDENA INCORPORATED 1930

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DAVID EVANS AND ASSOCIATES INC.

June 13, 2024

Kevin Kwak, Assistant Public Works Director
Public Works Department
City of Gardena
1717 West 162nd Street
Gardena, CA 90247-3778

RE: QUALIFICATIONS TO PROVIDE PROFESSIONAL ON-CALL GENERAL CIVIL ENGINEERING DESIGN

Dear Mr. Kwak:

David Evans and Associates, Inc. (DEA), an Oregon corporation founded in 1976, is pleased to respond with our qualifications to the request for As Needed Professional Engineering Services. Our team looks forward to building a partnership with the City of Gardena (City); we have a common goal of providing design solutions that are economical, feasible, and can be procured with an expedited schedule for successful delivery.

- **Understanding:** DEA's team understands the demands of on-call contracts and will provide seamless integration with the City to select the best possible team for each assignment, with consideration given to experience, capability, flexibility, and past working relationships and availability. DEA's approach to resources will offer flexibilty to match the City's needs and schedules.
- **Team Experience:** The DEA team, including our sub-consultants, have decades of experience in the technical areas of the identified design tasks, local experience to deliver projects for public agencies similar to the City, and decades of project management experience using project delivery tools to track and monitor cost, schedule and quality. Our task leaders are well trained on the process to deliver projects, and our quality control manager will clearly set out the quality requirements based on City standards. We have assigned **Steven Anderson, PE, PMP to be the Contract Manager**. Furthermore, our team has a large set of in-house resources to deliver tasks, which will reduce time (through coordination and communication) and expense to be reliable under this contract. The sub-consultants that we have selected to be a part of the DEA team will provide support services to the design category.
- **Approach:** Through the years, DEA has been able to successfully deliver projects. Our team members have extensive project experience with municipalities and a strong understanding of requirements having serviced 70 cities through on-call contracts. These same team members will be involved with the quality references you can check for this contract.
- **Detail Focused:** Our attention to the little things sets us apart. We develop checklists, review elements of a deliverable, and are comprehensive in our cross-coordination and quality procedures with disciplines to make sure every submittal reduces review time and keeps the project on schedule.

We understand that the contract provided with the RFP is a sample and not intended to represent the final agreement between the City and the consultants for this on-call contract. When the time comes for negotiations, we have some suggested language changes that are very similar to the changes proposed and accepted by similar agencies. We have included these in the Appendix. We acknowledge receipt of Addendum No. 1 issued on June 4, 2023.

We thank you again for your consideration of our qualifications and look forward to the next step in the selection process. I am the main point of contact with legal authority to commit the firm under this contract. Please feel free to contact me at 714.665.4554 or via email at steven.anderson@deainc.com if you have any questions or need additional information.

Sincerely,

DAVID EVANS AND ASSOCIATES, INC.

Steven Anderson, PE, PMP
Contract Manager

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SECTION 2. FIRM QUALIFICATIONS AND EXPERIENCE

FIRM BACKGROUND AND EXPERIENCE

Since its founding in 1976 in Portland, Oregon, DEA has become a recognized leader for progressive and sustainable design and management solutions for complex transportation, traffic, transit, structures, and roadway improvement projects nationwide. DEA's multi-disciplinary teams partner with clients to tailor solutions to meet the unique needs of each project. We have 28 offices in 10 states and employ approximately 900 people firm-wide. DEA staff includes professional engineers, surveyors, planners, landscape architects, and natural resources scientists. We are an employee-owned corporation and consistently rank among ENR's Top 100 Pure Design firms in the U.S. DEA staff are committed to improving the quality of life, while demonstrating stewardship of the built and natural environments.

DEA recognizes the importance of building a deep pool of diverse expertise in the local market. We take this responsibility seriously and have a long and well-established reputation of building significant relationships with numerous consultants in the region and nationwide.

DEA has a proven track record of successfully providing on-call professional services to municipalities throughout Southern California. DEA has worked with numerous public agencies on various on-call contracts including:

- Anaheim
- Azusa
- Baldwin Park
- Banning
- Barstow
- Brea
- Burbank
- Carlsbad
- Cathedral City
- Chino
- Chino Hills
- Claremont
- Costa Mesa
- County of Orange
- Huntington Park
- Colton
- Corona
- Covina
- Diamond Bar
- El Monte
- Fontana
- Glendale
- Glendora
- Hesperia
- Indian Wells
- Indio
- Irvine
- LA Metro
- La Puente
- La Quinta
- Laguna Niguel
- Laguna Woods
- Lake Elsinore
- Lawndale
- Lomita
- Long Beach
- Los Angeles
- Montclair
- Montebello
- Moreno Valley
- Murrieta
- Newport Beach
- Oceanside
- Ontario
- Palm Desert
- Palm Springs
- Pasadena
- Perris
- Pomona
- Rancho Mirage
- RCTC
- Rialto
- Riverside
- Rosemead
- San Bernardino
- San Diego
- San Gabriel
- San Jacinto
- Santa Ana
- Santa Clarita
- SBCTA
- Simi Valley
- South El Monte
- Temecula
- Temple City
- Upland
- Ventura
- Victorville
- Walnut
- West Covina
- Wrightwood
- Yorba Linda
- Yucaipa

FIRM STRENGTHS

DEA understands that on call contracts provide the City an opportunity for our team to work as an extension of the staff and build a relationship as a teaming partner. DEA has contracted with numerous Southern California municipalities for on-call services contracts. We have found the working relationships we build with city staff are beneficial to meeting schedules and agency requirements with a minimum amount of time spent on contracting issues. Because we regularly monitor project requirements and adjust project scheduling weekly, we can maximize availability of our key project staff as needs arise.

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DEA is committed to the City of Gardena (City) in providing our project deliverables that address the City's needs as identified during the initial scope preparation. DEA will provide the following services for this on-call contract: **General Civil Engineering Design**

SERVICES

DEA has executed a number of on-call contracts with other agencies throughout the years, beginning with the planning and grant application stage through to final design and construction support. DEA has extensive experience in all aspects of the design of civil engineering projects, including street design, roadway widening, narrowing, rehabilitation, traffic design and signaling, alternative analysis, alignment and improvement plans, utility coordination and utility relocation, landscape architecture, hydrology, structural design, grading, survey, and street design. DEA provides a wide variety of multi-discipline services to both private and public clients.



Street Improvements, Repair, and Rehabilitation: The approach to our street designs is tailored to the needs of each project. Although the design services are similar for street rehabilitations, reconstructions and widening projects, each project has specific requirements based on many factors. DEA has completed many street designs and brings our knowledge of traffic impacts, business needs and maintaining services along the roadways to our project approaches. The scope of work will be adjusted to provide the required services necessary to complete the preliminary design and final design and construction documents to the needs of the City.



Storm Drain and Drainage Design: At the planning stage, the preliminary drainage analysis task is performed to determine existing or project related potential flooding, project impact to existing delineated floodways, modifications necessary to existing drainage facilities to comply with the City's requirements to incorporate storm water treatment, and to estimate associated project costs.

We will obtain available hydrologic and hydraulic information from the County of Los Angeles and the City as available. This may include the hydraulic design parameters including latest as-built plans, design discharge, design water surface elevation.

The existing drainage conditions will be reviewed. We will examine the existing drainage system and determine the impact the proposed build alternatives may have upon the system. Modifications, extensions, or replacement of the existing facilities may be necessary. We will indicate major impacts on the conceptual layouts. We will include appropriate costs for the drainage system revision into the cost estimates. A detailed hydrologic and hydraulic analysis of the existing and proposed system is not included in this scope of work as that would be prepared during the subsequent PS&E. The products of this task include preliminary estimates of required drainage improvements, cost estimates, and a conceptual drainage map.

Final Drainage: The basemap will be enhanced with data from the City and County to be used for the onsite hydrology and hydraulic studies and exhibits. Drainage areas will be delineated and field verified. Calculations will be based on existing and proposed roadway alignments. Hydrologic calculations will be prepared to determine the flows and flow patterns.

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Onsite hydrology calculations will be made for the 10-year storm, 25-year event, 50-year storm event for sumps per the requirements of the City as needed for the particular project. An existing conditions drainage map will be prepared to be incorporated in the drainage report. Following the determination of flows in the hydrologic calculations, hydraulic calculations will be prepared to determine the adequacy of the existing drainage system, including existing inlets, pipes, and outlets. We will also review the existing runoff carrying capacity and flooding locations. Hydraulic calculations will be prepared for the existing system.

We shall prepare the drainage portion of the plans, specifications, and estimates (PS&E) plans set for the project following the design standards appropriate for the type of project and facility. Preparation of the PS&E plans set shall include, but not be limited to the preparation of the following drainage engineering related sheets including drainage plans, profiles, details, quantities, erosion control plans, and temporary water pollution control plans. Special provisions and quantity and cost estimates for drainage would also be prepared.



Water and Sewer Design: Work in existing streets, or public right-of-way, requires knowledge of how utility relocations are performed, familiarity with utility companies, and agency requirements. The City will benefit from DEA's leadership in utility investigation, avoidance, relocation and coordination, and our understanding of utilities on local transportation projects.

Our team is very familiar with sewer relocation strategies that mitigate impacts to existing flows and capture lateral connections while maintaining a 10 foot clearance from potable water lines. In addition, we can design water line relocations that include proper corrosion protection, air release and mitigation to pressure due to unnecessary 90 degree bends. These plans will be modeled in Civil 3D for AutoCAD applications, and if necessary, modeled with existing utilities to verify there is a minimum 1 foot clearance (for constructability purposes) from any underground infrastructure. If a utility impact is unavoidable, we seek to minimize the impacts through creative construction staging, utility protection, value engineering and cost controls.

Hydrology and Hydraulic Analysis and Reports / WQMPS, SWPPPS, and NPDES Documents

Hydrology and Drainage: As watershed experts, our team has extensive experience gathering and using any available hydrology data. We have compiled historic rain and flow gauge data available throughout various cities to support watershed model calibration efforts and characterize watershed conditions for reporting purposes. We have processed the rainfall data to utilize as inputs to watershed models, as well as analyzed the rainfall and flow data to characterize typical and critical conditions within the region.

Our engineers have extensive experience modeling major watersheds, from large, regional studies to more focused engineering design. We are well-versed in the dominant hydraulic, hydrologic, and water quality models of the County (LSPC, HydroCalc) as well as other commonly used models (SWMM, HEC-RAS, etc.). We can design these models so that we can offer our clients the most useful information they need to confidently plan their stormwater program.

Our approach to storm water management and design incorporates the latest county stormwater regulations to maintain compliance with NPDES for the jurisdiction. Our hydraulic calculations and designs manage flows for the drainage area and focus on mitigating flood impacts along with flush out velocities in order to reduce storm drain manholes. We have a long history working with the local flood control districts for connections and relocations of existing county storm drain infrastructure, and have extensive experience relocating stormwater without impacting hydraulic profiles for larger drains.

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SWPPP: Our staff has extensive experience in NPDES compliance for public agency construction sites. Our staff includes personnel certified as Qualified SWPPP Practitioners (QSP), Qualified SWPPP Developers (QSD), and Qualified Industrial Storm Water Practitioners (QISP). In addition, we are well-versed in the State's Standard Specifications, which outline specific requirements, based on the State Water Resources Control Board (SWRCB) Construction General Permit, for contractors to follow when implementing administrative procedures and the installation and maintenance of temporary Best Management Practices (BMPs).



Signal Designs and Striping Plans: DEA has extensive experience in signing/striping and traffic signal plans for projects. Our proven approach is to collect existing (as-built) plan information, and to obtain the project topographic, street improvement and any other pertinent plans. We will compile the base plan and then perform field reviews and field inventories, open pullboxes and vaults, and document existing conditions on the base plan. We will identify issues that might impact the design, and will prepare the traffic signal and signing/striping designs. Our striping plans will integrate the current striping at the connecting points of the street with the agency's drafting standards and striping per the Manual on Uniform Traffic Control Devices for Streets and Highways.



Geotechnical Engineering: DEA's subconsultant Earth Mechanics, Inc. analyzes the properties of earth materials at a project site by conducting appropriate field investigation and conducting laboratory testing. Data from the field and the laboratory is used to evaluate whether those materials meet the project requirements. They provide recommendations for how walls, roads, slopes and structures should be designed based on the underlying soils or rock. EMI's engineering team routinely provides geotechnical recommendations for design of foundations for various structures such as buildings and bridges, retaining walls, pipelines, pavements, and other structures. If needed, our team can provide ground improvement recommendations to meet the needs of the planned structures.

Construction Specifications: DEA will provide construction specifications for the material and construction requirements to be reproduced as required for the construction drawings. We will thoroughly review the specifications against the plans to ensure their coordination. Technical specifications will start with the City's Master Specification Library, the Green Book, and Caltrans, and customized as needed. Our database holds a large inventory of technical specifications which can be used as a template. General Conditions and General Requirements are usually standardized and pulled from the City's library, and we can assist with setting up the contract documents as needed.

Engineer's Cost Estimate: We will provide an opinion of probable construction costs, including a detailed breakdown of work, unit prices, material and total costs, and will include references for chosen unit costs at each submittal. Typical agency line items such as mobilizations, permitting, construction management and contingency will be added to the estimate.

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Land Surveying: The fundamental principles of survey have remained virtually the same over time, the technology employed continues to rapidly advance. Using basic philosophies and applying the newest in technology, DEA surveyors and geomatics specialists take an integrated approach to blending the latest tools with the historic past. From total stations to digital levels and GPS receivers to 3D laser scanners, DEA's surveying and geomatics team provide accurate, dependable, and high-quality deliverables in a resourceful and cost-effective manner.

In general, our day-to-day land surveying and mapping activities are as varied in scope as any potential work tasks. DEA is routinely involved with boundary, topographic, control and construction staking surveys. Along with the field survey effort, we are engaged with the office support duties of preparing construction staking notes, topographic maps, digital terrain models and survey reports. Our successes in the daily execution of work are based on experience and continuous active communication.

DEA's team is staffed and fully equipped to provide land surveying services for construction staking and layout, geodetic and control surveys, topographic and quantity surveys, boundary surveys, and as value-added services we offer our in-house 3D laser scanning technology (consisting of static and mobile applications), and in-house hydrographic survey services.



Construction Support Services

Construction Meetings: At the request of the construction management team, DEA can meet at any site facility for discussions on submittals, RFIs, change orders and site conditions. Our team can develop exhibits in preparation of any discussions with the construction team.

RFIs and Submittal Review: Request for Information: One of the key areas requiring swift response and coordination is the contractor's "Request for Information" (RFI) documents. This is usually a request for design clarification or a correction of noted conflict in the drawings and/or specifications, and often has the potential for a claim. RFIs will receive the immediate attention of David Evan's construction management team for a timely response, and will be a major component in claims avoidance.

RFIs will be received by DEA, logged into the document tracking system, and reviewed for completeness and format. Typically, our PM will respond to the RFIs related to the contract administration. The design-related RFIs will be sent to our design engineers. Then, all RFI responses can be logged in the City's DTS system, reviewed for completeness, and returned to the contractor. A key objective is to avoid overdue responses and expedite them if they do occur.

DEA will keep the City informed of our management of the RFI process, provide a copy of the RFI Status Reports, and will discuss and assess our findings.

Shop Drawings and Material Submittals: To effectively manage the submittal and shop drawing process, DEA will create a master submittal log at the beginning of the project. DEA can provide support to the City, mandating for the contractor to reflect in their Baseline Schedule a tie for each submittal to each of the first activities in the CPM schedule that are dependent on the approval/procurement related to the submittal. This will assist the contractor to prioritize and manage the submittal process and minimize any delay to the project resulting from late submittal approval.

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DEA will coordinate the submittals from the contractor to the appropriate team member for their prompt review and approval, and forward all items requiring input from the City. If requested, DEA will use the DTS to prepare an overall submittal register, pending logs, late logs, and to generate reminder notices to the contractor as appropriate.

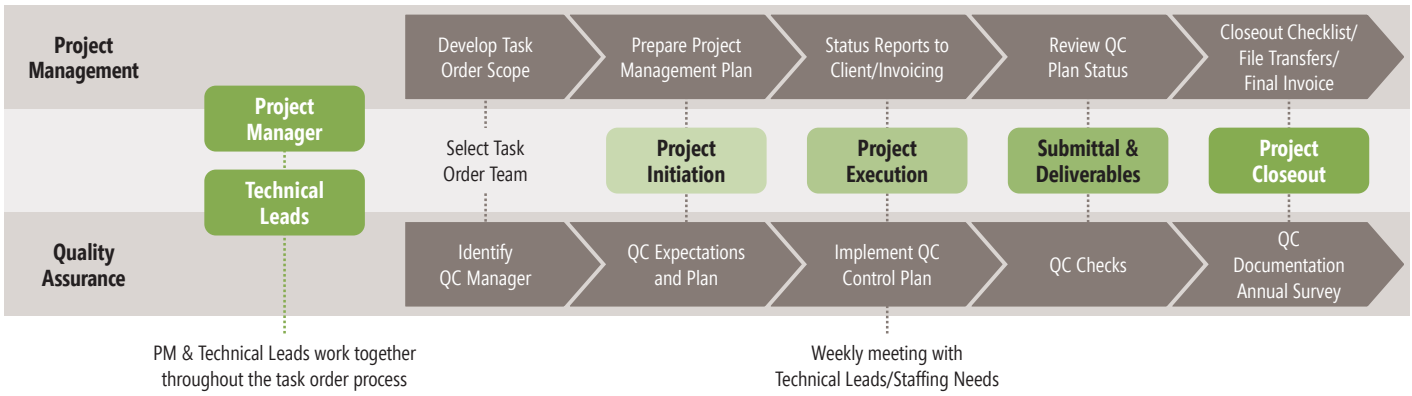
Providing As-Builts: "As-Built" Drawings: On a monthly basis if requested by the City, DEA will work with the construction manager to verify that as-built drawings are maintained by the contractors so that the actual work performed is accurately and comprehensively recorded. DEA will coordinate the construction manager to obtain the final as-built drawings from the contractor and update the design plans to reflect the final field conditions. Our team will stamp, sign and provide mylars if necessary.

Project Closeout Documents and Retention Release: The project managers will prepare closeout documents, including processing of all outstanding paperwork to attain final acceptance by the City for the design and observation services.

WORK APPROACH

Our approach for each specific task order proposal would be to first identify the appropriate team members to successfully accomplish the project. Each project is unique and as such we will develop a tailored scope of services / approach to satisfy the requirements. The approach would be to develop the project in close coordination with the City and the involved stakeholders.

TASK ORDER APPROACH



Key aspects of our approach to on-call contracts include the following and are detailed below:

- **Task Order Development**
- **Fee Proposal**
- **Early Communication for Clear Expectations**
- **Commitment of Staff**
- **Notice-to-Proceed**
- **Task Order Management**
- **Monitoring Progress**

TASK ORDER DEVELOPMENT

We anticipate that the first step in the on-call process will be the execution of a project specific task order. We recognize that this process is an extension of the proposal process, not directly billable to the project, and sometimes competitive with other on-call consultants. It is of high importance to both the City and DEA to develop the scope, fee, and schedule for task orders based on a clear understanding of the City's needs and with clear expectations of the process and deliverables. DEA appreciates the opportunity to meet with staff in advance of this to obtain this information and ask for clarifications if needed. In this way, we will be able to propose an effective approach and complete task orders that achieve precisely what the City wants to receive.

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FEE PROPOSAL

The City's project manager will issue a task order solicitation to DEA's contract manager, Steven Anderson, together with schedule expectations and other related project information. Steven will work with the City's project manager to complete the necessary task order documentation as follows:

- Project objective
- Scope of services
- Deliverable products
- Schedule of milestones and deliverables
- Specific staffing requirements
- Labor rates, hours, and budget (not-to-exceed)
- Other direct expenses (if applicable)

EARLY COMMUNICATION FOR CLEAR EXPECTATIONS

Consistent communication is the cornerstone of a good working relationship between teaming partners. The kick-off meeting establishes the stakeholders with input at each phase of the project. Communication plans can determine the frequency of meetings, how to correspond and who holds the lines of communication. In addition, this can include document control aspects for sending and receiving information between teams.

COMMITMENT OF STAFF

During task order development, DEA's management team will commit the specific technical team required to complete the project. Our southern California team uses a forward-looking scheduling process, specifically designed for responding to on-call work, and to assign staff for future work. The system is such that we are able to lock people into projects well in advance, thereby eliminating the potential for over-commitments, and assuring that the City's schedule expectations will be met.

NOTICE-TO-PROCEED

The task order and cost proposal will be submitted to the City's project manager, who will either initiate further discussion, or give approval to proceed. It is our intent to do a thorough job the first time so the needs for cycles of discussion/negotiation can be minimized.

TASK ORDER MANAGEMENT

Upon receipt of a task order notice-to-proceed, Steven will become the City's point-of-contact for project execution and will work directly with the City's project manager throughout the project execution phase. He will manage the activities of DEA's technical staff and be the principal technical expert to guide the project.

MONITORING PROGRESS

DEA task leaders are required to carefully monitor the progress of their projects to assure that staff resources are available as required and to make sure that the City's overall budget and schedule expectations are being met or exceeded. Each week Steven holds a weekly workload meeting to review upcoming work, deadlines, and progress to date. At least once per week, he reviews budget status reports of each task on his projects based on the most current timesheet postings. Any task nearing 80% of budget is flagged for review with the task lead to make sure the remaining work can be completed within the budget. In this way, issues are identified early and the task can be brought to the earned value to date via various project management tactics such as parallel design for non-critical path elements, work-around, and extending resources from other offices. To provide quality control and consistency, Steven will also oversee monthly progress reporting and invoicing functions.

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QUALITY ASSURANCE / QUALITY CONTROL

COMMITMENT TO QUALITY CONTROL

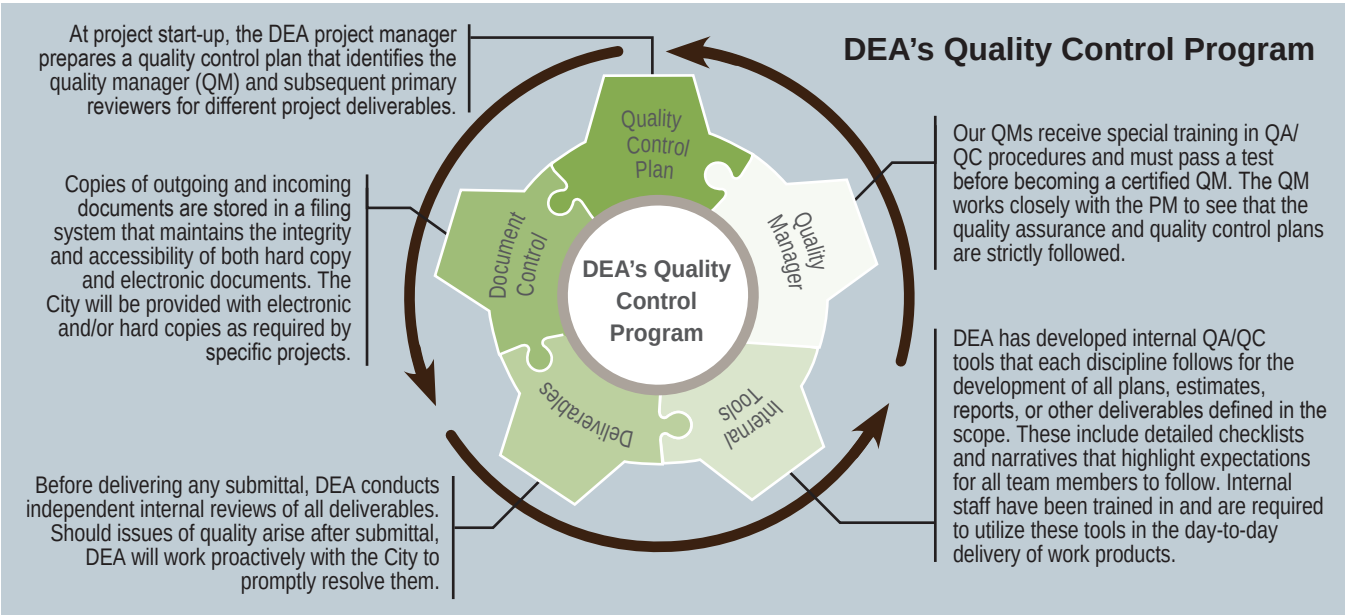
DEA's Quality Management Plan is an essential element in our approach to deliver a project that meets or exceeds City requirements. A Quality Assurance / Quality Control manager is appointed at the beginning of every task order project and has overall responsibility and authority to implement the QA program, including resource and training needs, approving the Quality Management Plan, documentation, and monitoring progress. The terms Quality Assurance and Quality Control are often used interchangeably, but DEA clearly distinguishes these concepts as follows.

QUALITY ASSURANCE

Quality Assurance (QA) is an overall program that establishes project related policies, procedures, standards, guidelines, and systems aimed at producing an acceptable level of quality in our products. These are things we do continuously before, during, and upon completion of specific project deliverables to make sure we understand what is required of our deliverables and that those requirements are met. But most importantly it's the things we do during the process like setting and communicating standards and verifying City requirements, among others. The goal is to do things right, the first time, by verifying that the project requirements are clearly defined and communicated.

QUALITY CONTROL

Quality Control (QC) is project-specific activities consistently applied to assist with quality project deliverables. The objective of DEA's QC program is to detect and eliminate major defects in project work products and limit minor defects consistent with commonly accepted standards. This is accomplished through the application of continuous checks and comprehensive reviews prior to each delivery milestone adopting the 30-60-90 percent review. We believe that this procedure will increase quality control, attention to project controls, and target budgets. The QC program is project specific (technical review, accuracy review, interdisciplinary review, constructability review) and is implemented under the authority of the QA/QC manager.



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PROJECT TEAM SUBCONSULTANTS

Our contract manager, **Steven Anderson, PE**, has over 17 years of professional civil engineering experience working for various agencies throughout Southern California. Our internal team and subconsultants have extensive experience in the design of projects for agencies like the City of Gardena in the areas of civil design, transportation/ traffic design, landscape architecture, and irrigation design. We have added the following subconsultants to our team.

Geotechnical Engineering

Earth Mechanics, Inc. (EMI) is a geotechnical and earthquake engineering consulting company founded as a California Corporation in February 1989. The firm specializes in major geotechnical and geologic site investigations and laboratory testing, seismic hazard and earthquake retrofit evaluations, and grading and foundation design for transportation infrastructure projects including freeways, roadways, bridges, tunnels, drainage facilities, and earth retaining structures. With a staff of 39, EMI has offices located throughout California. The headquarters is in Fountain Valley, California in Orange County, which has a Caltrans-certified soils and rock laboratory.

Project Experience:

- I-605/Katella Avenue Interchange Improvement Project, Orange County, California
- Golden Avenue Bridge Replacement (HBP), Placentia, California
- Four Bridge Replacements (HBP), Orange County, California
- Crown Valley Parkway Widening Project, Laguna Niguel, California
- Pacific Avenue Pedestrian and Bicycle Improvements Project, Jurupa Valley, California

Founded in 1992, **AZTEC Engineering Group, Inc. (AZTEC)** is an established full-service engineering, environmental and field services consulting firm with more than 200 employees in offices in California, Arizona, Virginia and Indiana. For over 30 years, AZTEC has built and maintained an excellent reputation as a quality consulting firm that is dedicated to meeting clients' needs through strong project management and experienced, dedicated staff. AZTEC is part of the TYPSA Group, an international multidisciplinary consulting firm with over 3,500 employees in 60 offices worldwide. One of AZTEC's core business disciplines is providing SUE services for public agencies, municipalities, and private clients through pre-qualified, on-call or direct select contracts. Since 2004, AZTEC has provided SUE services for numerous clients throughout Southern California.

Project Experience:

- Narbonne Avenue Main Water Replacement Project, Lomita, California **(subconsultant to DEA)**
- Caltrans District 7 On-Call Positive Location of Underground Utility Facilities (Potholing), California
- Van Buren Boulevard Sewer Installation Project, Riverside, California

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FAMILIARITY / EXPERIENCE WITH SOUTH BAY CITIES COUNCIL OF GOVERNMENTS (SBCCOG)

DEA's staff have worked on projects within the purview of the South Bay Cities Council of Governments (SBCCOG) including contracting with individual cities such as the cities of Lomita, Lawndale, Los Angeles, El Segundo, and Redondo Beach. We attend some of the SBCCOG lunch meetings offered every other month.

FAMILIARITY OF REGIONAL GRANTS / COMPETITIVE FUNDS

DEA has experience with preparing successful funding applications at the local, state, and federal level. Our staff has prepared funding applications such as the E76 paperwork for funding authorization.

FUNDING ASSISTANCE

- **Chandler Extension Bikeway Project, City of Burbank:** *DEA has provided support in amendment requests to Caltrans District 7 for Metro - Measure R and CMAQ federal funds via E-76. The team is currently working with Burbank, Caltrans and Metro to obtain authorization for PE Phase funds.*
- **Rio Hondo Bridge Widening (I-710/Firestone Boulevard Interchange Phase 3), City of South Gate:** *Prepared successful application for HBRR funding ($5.412m HBRR funds) including bridge widening, deck replacement, roadway approach improvements, painting, barrier rail improvements, and seismic retrofit. Also prepared Request for Authorization for obligation of funds through Caltrans for HBRR funds and Letter of Agreement for MTA Proposition C funds.*
- **Los Angeles River Bridge Widening (portion of I-710/Firestone Boulevard Interchange Phase 4A), City of South Gate:** *Prepared successful application for HBRR funding ($4.321 m HBRR) including bridge widening, deck rehabilitation, roadway approach, and barrier rail improvements. Also prepared Request for Authorization and Finance Letter for obligation of funds through Caltrans for HBRR funds and Letter of Agreement for MTA Proposition C funds. Assisted City with paperwork required to convert RSTP fund to Proposition C.*
- **Union Street Two-Way Cycle Track, City of Pasadena:** *Prepared the funding application for the 2019 Metro Call for Projects for the Pilot Program from Caltrans Local Assistance in the Active Transportation Program category.*
- **Redondo Beach Boulevard Mobility Enhancement Improvements, City of Lawndale:** *Prepared a funding application for the 2015 Metro Call for Projects in the Regional Surface Transportation Improvements category for improvements on Redondo Beach Boulevard between Prairie Avenue and Artesia Boulevard.*
- **US-101/Victoria Avenue Interchange, City of San Buenaventura.** *Assisted the City in the preparation of federal funding forms (FNM76) for $3.5 million. The project included the rehabilitation of Victoria Avenue, the reconstruction and reconfiguration of the interchange, and the relocation of Valentine Road.*
- **Lincoln Avenue, City of Buena Park, OCTA.** *Prepared funding applications for OCTA Call for Projects.*
- **I-10 / Sierra Avenue Interchange, City of Fontana.** *Project involved the complete reconstruction of the interchange and conversion from a diamond configuration to an urban (single point diamond) interchange. Prepared successful funding application for National Highway System Demonstration Projects program. Project cost was approximately $17 million of which approximately half came from the federal funds.*

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ATP AND HSIP FUNDING APPLICATION EXPERIENCE

DEA's team has extensive experience in preparation of applications for ATP and HSIP projects. We have completed numerous ATP and HSIP applications. Presented below is the requested funding for the applications, and the approved funding for those applications that were successfully awarded. As presented, **we have a 55% success rate for ATP applications, and an 87% success rate for HSIP applications prepared by DEA.**

ATP Application Success



TOTAL GRANTED
$35 M



City of Palmdale
$8.7 M
Granted

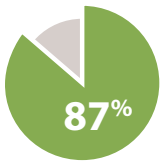


City of Victorville
$5.7 M
Granted



LA Metro
$21.0 M
Granted

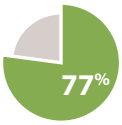
HSIP Application Success



TOTAL GRANTED
$4.5 M



City of Barstow
$1.0 M
Granted



City of Ridgecrest
$2.2 M
Granted



City of Lancaster
$700 K
Granted



City of Victorville
$400 K
Granted



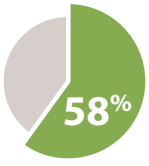
City of Hesperia
$200 K
Granted

Total Requested

$68.8 M

Total Granted

$39.7 M



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SECTION 3. KEY PERSONNEL AND EXPERIENCE

LIST OF CONTRACTS WITH OTHER LOCAL AGENCIES

The DEA team is organized to provide the contract manager and the City of Gardena (City) with flexibility and resources to meet the needs of the varying levels of work that could potentially be assigned under this on-call contract. Our team includes staff with experience in every project type and task that may be needed to accommodate the City's needs. Our experience performing the type of services requested and our regional resources will facilitate our ability to meet your needs, regardless of the level of work assigned.

Our abilities are best demonstrated by projects we have recently and successfully performed. DEA has performed on a range of projects providing professional engineering services. We have also performed these projects over a range of project development phases including feasibility studies, preliminary engineering, final engineering, and quality reviews / peer review / constructability review.

On these projects our staff has performed the following:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnical engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies

A summary of key personnel is provided in this section. Our proposed Contract Manager, Steven Anderson has proven himself to be a service-oriented contract manager/project engineer who will see that your project needs are met by bringing together technical experts to deliver precise project design in support of this on-call assignment. He will provide you with up-to-date costs and schedule control, and maintaining communications with the stakeholders including City staff, utility companies, construction personnel, and others as necessary.

The following is a list of a public agency projects for which we have performed similar work within the last five years.

Project	Services	Agency	Design Cost	Year Completed
TOS No. 121, Liechty Middle School	Civil design, ADA upgrades, utility coordination	City of Los Angeles	$2,626,739	Ongoing
Main St. and Sultana St. / Timberlane Ave. Traffic Signal Improvements	Civil design, SWPPP, WQMP	City of Hesperia	$390,000	Ongoing
San Fernando and Chandler Bikeway	Specifications, Estimates, Permitting coordination, civil design	City of Burbank	$143,100	2024
Central Road Widening	Civil design, hydrology analysis, specifications, estimate, geotechnical engineering	Town of Apple Valley	$375,800	Ongoing
OC Bikeway Loop Segment D	Civil design, WQMP	County of Orange	$90,000	2020

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Project	Services	Agency	Design Cost	Year Completed
Alley No. 28 Permeable Pavement	Civil design, hydrology analysis, specifications, estimate, geotechnical engineering	City of Glendale	$134,800	2023
Highway Safety Improvements	Civil design, estimate, specifications, mapping	City of Twentynine Palms	$135,000	2023
24 Curb Ramps	Civil design, survey, specifications, estimate	City of Redondo Beach	$85,000	Ongoing
Eastside 2 Parking Structure and East Campus Drive Widening	Civil design, WQMP SWPPP	California State University, Fullerton	$160,000	2020

STAFF QUALIFICATIONS

The DEA team is organized to provide the City of Gardena with flexibility and resources to meet the needs of the varying levels of work that could potentially be assigned under this on-call contract. Our team includes staff with experience in every project type and task that may be needed to accommodate the City's needs. Our experience performing the type of services requested and our regional resources will facilitate our ability to meet your needs, regardless of the level of work assigned. Shown below is the list of staff who will be assigned to this contract for the three services we are proposing.

Name / Firm	Title	Years of Exp.	License / Certification	Education
Steven Anderson / DEA	Contract Manager	17	CA - PE #73460 CA - PMP #2177347 Envision - Sustainability Professional	MBA, 2017, University of California, Los Angeles BS, Mechanical Engineering, 2005, Columbia University BA, Management Engineering, 2003, Claremont McKenna College
Sean Haeri/ DEA	Principal-in-Charge	33	CA - PE # 53275 CA - TE #1687	MS, Engineering, 1991, California State University, Los Angeles BS, Engineering, 1988, California State University, Los Angeles
Mark Oskorus / DEA	QA/QC	27	CA - PE #62159	BS, Civil Engineering, 1996, California State University, Fullerton
Marie Marston / DEA	Civil Engineering Task Leader	44	CA - PE # 38798 CA - QSD/P #23572	BS, Civil Engineering, 1980, Oregon State University MBA, 1988, University of California, Irvine
Armen Ware / DEA	Civil Designer	5	VA -EIT #19-709-11	BS, Civil Engineering, 2019, University of Delaware
Kim Schultz / DEA	Civil Designer	5	N/A	BS, Civil Engineering, 2019, California State Polytechnic University, Pomona
Abigail Hartman / DEA	Civil Designer	4	CA - EIT #171007	BS, Civil Engineering, 2020, California State University, Fullerton
Lander Pham / DEA	Geometric / Civil Engineer	17	CA - PE #87141	BS, Civil Engineering, 2007, California Polytechnic University, Pomona BS, Civil Engineering, 1991, HoChiMinh City University of Technology

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Name / Firm	Title	Years of Exp.	License / Certification	Education
Greg Kim / DEA	ADA Specialist	18	CA - EIT # 132879	BS, Mechanical Engineering, 2006, University of Michigan
Shon Heern / DEA	Constructability	27	OR - PE #56450PE	BS, Civil Engineering, 1997, Oregon State University
Francois Zugmeyer / DEA	Storm Drain / Hydrology Task Leader	52	CA - PE #31046	Civil Engineering Degree at L'École nationale supérieure d'architecture de Strasbourg (E.N.S.A.I.), 1972
Suzanne Moubayed / DEA	Civil Designer	11	CA - EIT #149180	MS, Civil Engineering, 2015, California State University BS, Civil Engineering, 2013, California State University
Ryan Williams / DEA	Civil Designer	10	CA - EIT #149162	BS, Civil Engineering, 2013, University of Southern California
Kim Rhodes / DEA	Landscape Architect Task Leader	39	CA - PLA #3867	BS, Landscape Architecture, 1985, California State Polytechnic University, Pomona
Heath Habig / DEA	Landscape Architect	28	CA - PLA #5028	BS, Landscape Architecture, 1996, California State Polytechnic University, Pomona
Jon-Sen Oen / DEA	Senior Irrigation Designer	26	CA - CID #30459 CA - CLIA #30459	BS, Landscape Irrigation Science, 1998, California State Polytechnic University, Pomona
Danny Wang / DEA	Irrigation Designer	17	N/A	BS, Landscape Architecture, 2006, California State Polytechnic University, Pomona
Rachel Wells / DEA	Landscape Designer	5	N/A	BS, Landscape Architecture, 2019, California State Polytechnic University, Pomona
Kent Groh / DEA	Survey Task Leader	31	AZ - PLS #44808 IL - PLS #035-003445 IA- PLS #17177 MO - PLS #2000-161235	Associate Of Applied Science (AAS), Architectural Engineering, 1991, Southern Illinois University, Carbondale, Illinois
Joseph Wideman / DEA	Survey Manager	18	CA - PLS #8973	BS, Fire Protection Administration Technology
Jerry Woodrow	Surveyor	48	CA - PLS #6714 CA Certified Federal Surveyor #1138	Surveying and Engineering Classes, 1976, San Bernardino Valley College
Alahesh Thurairajah / EMI	Geotechnical Engineer	15	CA - GE #3123 CA - PE #81439	MS, Civil Engineering, 2011, University of California, Los Angeles BS Magna Cum Laude, 2010, Civil Engineering, California State Polytechnic University, Pomona
George Enriquez / Aztec	Potholing	17	OSHA 8-hour Defensive Driver	On-the-Job Training

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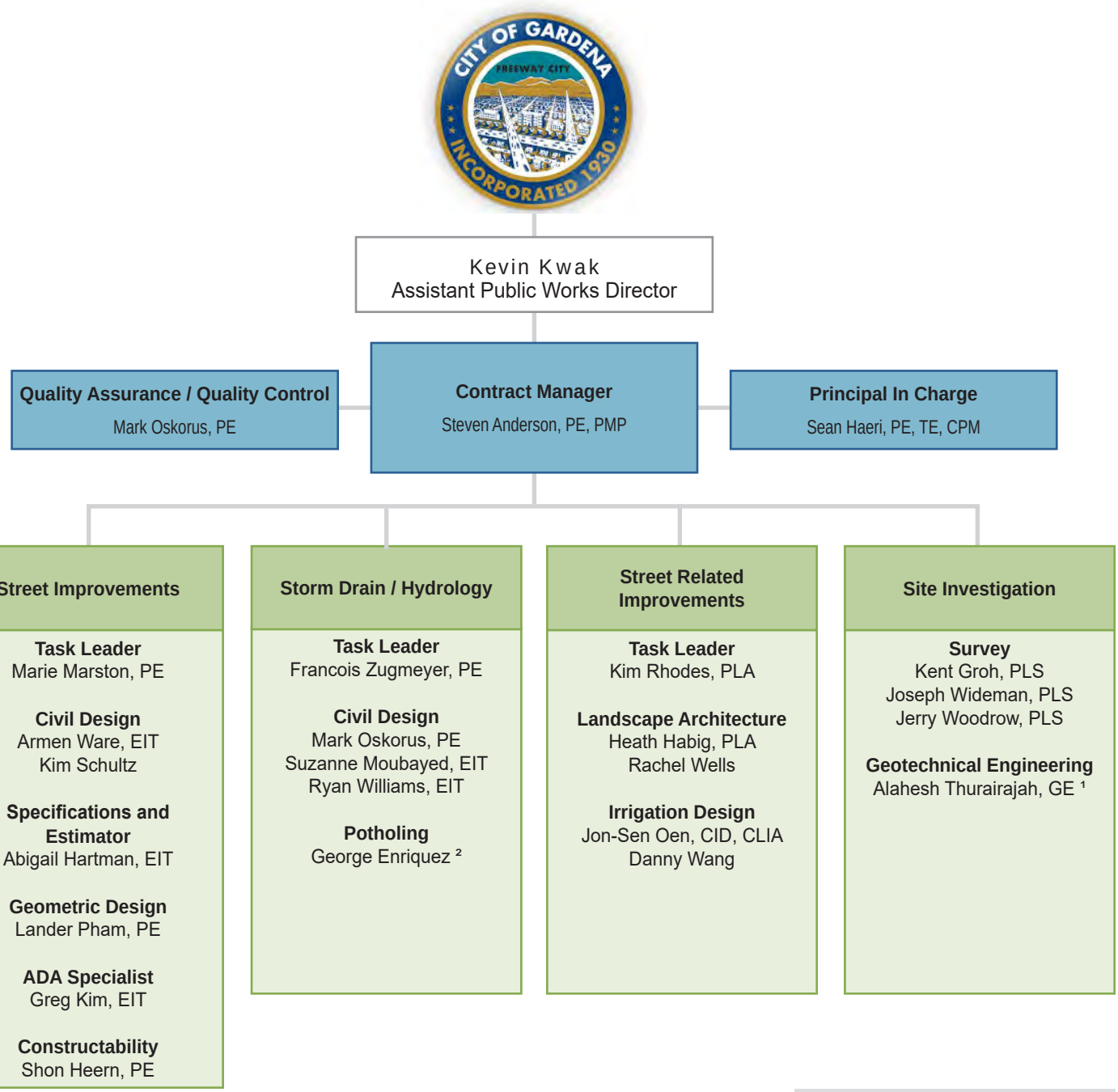
SECTION 4. ORGANIZATIONAL CHART

Our team includes Steven Anderson, PE, PMP, as contract manager and Sean Haeri, PE, TE, CPM as principal in charge. Assisting them will be a team of civil engineers, landscape architects, surveyors, and designers to lead the tasks requested. Additionally, our subconsultants will provide, geotechnical engineering and potholing consulting services as needed.



*Key Staff

Staff is DEA unless otherwise noted.

1. Earth Mechanics, Inc.
2. Aztec Engineering Group, Inc.

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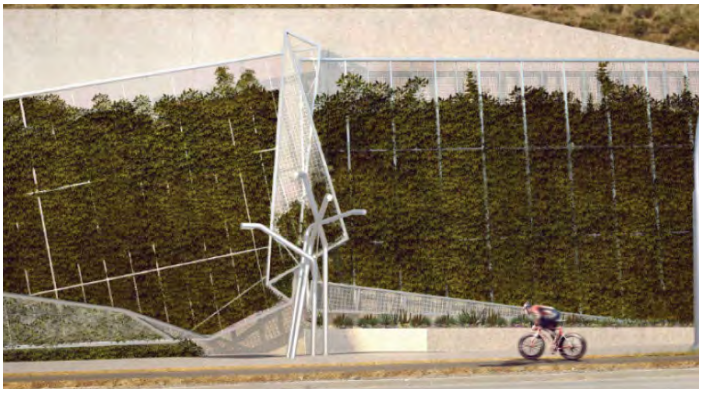
SECTION 5. SIMILAR PROJECTS

Below you will find a list of our current / recent projects in which similiar professional services to those listed in the RFQ have been provided.

Soto Street Widening, Los Angeles, California



Scope: DEA provided alternative analysis through final design for the Soto Street Widening from Multnomah Street to Mission Road. The objective is to widen Soto Street from two lanes to four lanes to relieve traffic congestion, especially in the southbound direction, and improve safety by implementing the retaining wall to help keep hillside debris off the roadway. The project will include a wider sidewalk and bicycle lanes and will greatly improve vehicular and bicycle mobility in the corridor. The retaining wall will be built on the east side of Soto Street and is approximately 1,500 feet in length with a varying height ranging from 8 to 34 feet. The retaining wall system proposed in the 65% plans is a soldier pile system consisting of a cast-in-drilled-hole (CIDH) concrete piling below ground and a HP steel pile above ground, precast concrete panels and shotcrete facing. The project also included the implementation of landscape improvements, site furniture, hardscape, and wall aesthetics.

Personnel: Steven Anderson, Mark Oskorus, Kim Rhodes, Heath Habig, Danny Wang, Kim Schultz **Agency:** City of Los Angeles **Contact:** Gerry Hernandez **Role:** Prime Consultant	**Relevance:** Street improvement and repair, storm drain and sewer improvements, hydrology analysis, geotechnical engineering, specifications, estimate, survey, coordination with utility companies on relocation.

TOS No. 121, Liechty Middle School, Los Angeles, California



Scope: The City of Los Angeles received a Cycle 4 Active Transportation Program grant for safety improvements at five schools in Central Los Angeles/ MacArthur Park area of the city. DEA is currently providing civil and traffic improvements to encourage walking and biking at five schools including John H. Liechty Middle School, Esperanza Elementary School, Tenth Street Elementary School, Gratts Learning Academy for Young Scholars, and Gratts Early Education Center. The ATP's purpose is to encourage increased use of active transportation, walking and biking.

Personnel: Steven Anderson, Sean Haeri, Armen Ware, Greg Kim, Mark Oskorus, Kim Schultz, Joe Wideman **Agency:** City of Los Angeles **Contact:** George Huang **Role:** Prime Consultant	**Relevance:** Street improvements including ADA upgrades, storm drain modifications, hydraulic analysis, specifications, estimate, survey, coordination with utility companies on relocation.

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Narbonne Avenue Improvements, Lomita, California



Scope: The City's intent for the Narbonne Avenue project included construction improvements from Pacific Coast Highway to the southern city limits for a total of 1,600 feet. DEA provided civil improvements including replacement of a 1928 6”/8” waterline and pavement rehabilitation. The street is approximately 60 feet wide curb to curb and is four-lanes with a center turning lane. The City also implemented traffic calming measures by narrowing the street to two-lanes with a center turning lane. A permit with Caltrans was required for the waterline connection within PCH. Pavement recommendations included a combination of mill and overlay as well as complete reconstruction for some sections.

Personnel: Marie Marston, Francois Zugmeyer, Suzanne Moubayed
Agency: City of Lomita
Contact: Sam Sampat
Role: Prime Consultant

Relevance: Street improvement, ADA upgrades, WQMP, geotechnical engineering, specifications, estimate, survey, approval with permitting agency (Caltrans).

On-Call Engineering Design Services, Los Angeles, California



Scope: DEA is currently under contract with the City of Los Angeles Bureau of Engineering to provide on-call engineering services for bridge, civil, and landscape architecture. Services DEA has contracted to provide include civil and bridge structural engineering, surveying and permitting, landscape architecture, traffic engineering, value engineering, special services, and construction management. The following projects have been issued as task orders under this contract.

- LA River Greenway-Tampa Avenue Resurfacing Design
- B-Permit Plan Checks
- Overhead Sign Structure Design
- Design Services for Jordan Downs Development
- LA River Greenway and Winnetka Ave. Resurfacing
- SEP 14 Application
- First Street Bridge over Glendale Blvd.
- Century Blvd. Extension Project
- Soto Street Widening Project
- 2nd St Tunnel Engineering Evaluation
- Jefferson Boulevard Complete Streets Project
- Various Street Projects
- TOS 53 - Various Street Projects

Personnel: Steven Anderson, Sean Haeri, Armen Ware, Greg Kim, Mark Oskorus, Kim Schultz, Abigail Hartman, Joe Wideman, Kim Rhodes, Heath Habig, Jon Oen, Danny Wang, Rachel Wells
Agency: City of Los Angeles
Contact: Nur Malhis
Role: Prime Consultant

Relevance: Street improvement and repair, storm drain and sewer improvements, hydrology analysis, geotechnical engineering, specifications, estimate, survey, approval with permitting agency (Caltrans).

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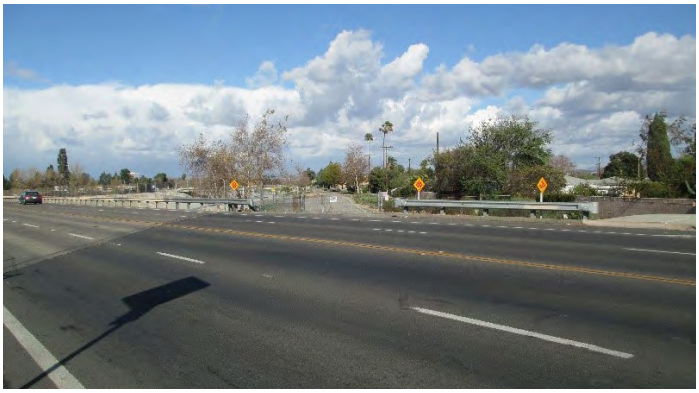
Fairview Street Widening Design and Bridge Replacement, Santa Ana, California



Scope: The City planned to widen the street from 9th Street to 16th Street from a four-lane to a six-lane arterial which required preparation of street widening and bridge replacement design, environmental document, and regulatory permits for Fairview Street Bridge crossing Santa Ana River. The widening would provide adequate vehicular capacity within the City's northern limits. The project also included pavement overlay, waterline relocation, bike detours, and traffic control design. A detention basin was included for a treatment BMP and right-of-way was required for the federally funded project. The relocation design of an existing 12" waterline was needed to accommodate the temporary and the final locations. Fairview Bridge is striped with two lanes in each direction with no curb or sidewalk. Bridge replacement is necessary to accommodate three lanes in each direction and to provide a complete bridge deck with barrier rail, sidewalk, raised median, and lighting for a total bridge width of 100' wide. DEA's responsibilities included water quality requirements including the preparation of a water quality management plan, hydrology/hydraulic analyses, river modeling, roadway widening design, ADA compliance, utility design and coordination, traffic signing and striping, specifications, and cost estimate.

Personnel: Marie Marston, Francois Zugmeyer, Suzanne Moubayed **Agency:** City of Santa Ana **Contact:** Mindy Ly **Role:** Prime Consultant	**Relevance:** Plan preparation for street improvements, repair, rehabilitation; Preparation of project technical provisions; Preparation of detailed cost estimates; Provide design surveys; Provide construction assistance

Bastanchury Road and Rose Drive Storm Drain Improvements, Yorba Linda, California



Scope: DEA provided civil design services for a new storm drain system in Rose Drive. During storm events, the northeast corner of the Rose Drive and Bastanchury Road intersection experiences localized flooding. A concept proposed by the City to mitigate these concerns was to provide a storm drain from the Bastanchury Road/Rose Drive intersection along Rose Drive to be connected to the existing 39-inch El Cajon Avenue storm drain. DEA prepared a preliminary drainage report and conducted a hydrology study for all concepts and prepared PS&E documents. DEA staff coordinated with numerous utility companies for potholing and determination of conflicts and proposed resolution. The project also included new curb ramps at the intersection.

Personnel: Marie Marston, Francois Zugmeyer **Agency:** City of Yorba Linda **Contact:** Rick Yee **Role:** Prime Consultant	**Relevance:** Plan preparation for storm drain upgrades; preparation of hydrology and hydraulic analysis and reports; Preparation of project technical provisions; Preparation of detailed cost estimates; Provide design surveys; Coordination with and approvals from other permitting agencies and utility companies

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On-Call Engineering Services, Laguna Niguel, California



Scope: DEA is currently under an on-call contract with the City of Laguna Niguel to provide civil engineering services on an as-needed basis. DEA has been awarded several projects on a task order basis including the following:

- **Sun County Senior and Community Center Project:** The City desires to maximize parking at the Sun Country Senior and Community Center on Aliso Creek Road at Moulton Parkway. DEA's scope involved preliminary layout design of six alternatives along with preliminary quantities and order of magnitude cost estimates for each one. Alternatives presented ranged from keeping the original parking lot boundary with minor changes to a complete reconstruction with maximum utilization of the existing lot. The alternatives were presented to the City and the project is awaiting funding to move forward with final design.

- **Pickleball Courts Drainage Mitigation:** this project included addressing drainage issues associated with the pickleball courts and surrounding park area at the southeast corner of Crown Valley Parkway and Adelanto Drive. DEA provided an exploratory phase including aerial and field survey, a preliminary drainage study, site investigation, and exploratory drilling of the courts. This information was assessed noting the deficiencies of the existing drainage systems, hillside seepage under the courts and retaining wall seepage in the retaining wall on the side of the courts. The resulting assessment with concept alternatives split the issues into two distinct projects. The City chose to continue with the Pickleball Courts Drainage Mitigation. The construction document phase, including plans, specifications and estimate for bid were prepared addressing three primary concerns including design of a small drainage system to contain the weep hole drainage along the south side of the courts; the addition of a v-ditch running the length of the west side of the courts; and the repair of the crumbling wall section spall at the midpoint of the north end of the courts.

- **Alicia Parkway and Marina Hills Drive Rehabilitation Project:** DEA provided engineering services to rehabilitate Alicia Parkway (7,100') from Highland Avenue to Crown Valley Parkway, and Marina Hills Drive (6,550') from Niguel Road to Golden Lantern. 15 and 7 non-ADA compliant curb ramps along Alicia Parkway and Marina Hills Drive respectively were updated to ADA standards. The project also included traffic signal modification plans for adding traffic signal video/radar detection system and new traffic controllers to four intersections. Other project services included, field review, surveying, geotechnical investigations, traffic index calculations, pavement analysis, geotechnical report, utility adjustments, striping design (adding buffered bike lane), final PS&E, bidding document preparation, and construction support. The project included federal funding. Additionally we assisted the City on preparation of the federal funding paperwork to process through Caltrans District 12.

Personnel: Marie Marston, Francois Zugmeyer, Suzanne Moubayed **Agency:** City of Laguna Niguel **Contact:** Jacki Scott, PE **Role:** Prime Consultant	**Relevance:** On-call civil engineering, geotechnical engineering, ADA curb ramps, traffic, PS&E.

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Aliso Viejo Ranch, Aliso Viejo, California



Scope: The City of Aliso Viejo proposed the development of a 7.7-acre city-owned historic ranch site. The proposed improvements consisted of creating a community park preserving the historic nature of the property and providing an educational resource regarding the history and farming. The improvements included an active sustainable farming element based on fish ponds and natural fertilization through the use of water from the ponds. Other amenities included meeting room buildings, a storage building, an amphitheater, a surface parking lot, and associated landscape and hardscape.

DEA's scope of work included the preliminary and final engineering including a site survey, topographic aerial base mapping, grading, wet utility connections, site demolition, drainage study and plans, and the Water Quality Management Plan (WQMP). The site has poor infiltration capabilities, as such, the site will utilize a combination of infiltration basins, pervious concrete with underdrains in the parking lot, planter areas with underdrains, and vegetated swales. The design of the water quality system needed to meet the stringent requirements of the San Diego Water Quality Control Board. The requirements include mitigation of post projects flows to not exceed the pre-project flows of a 2-year, 5-year, 10-year and 25-yr storm event and pre-project conditions being the original hills, before the Aliso Viejo area original mass grading.

Personnel: Marie Marston, Francois Zugmeyer **Agency:** City of Aliso Viejo **Contact:** Jim Wilson **Role:** Prime Consultant	**Relevance:** Plan preparation for storm drain and sewer improvements; preparation of hydrology and hydraulic analysis and reports; Preparation of WQMPs, SWPPPs; Preparation of project technical provisions; Coordination with and approvals from other permitting agencies and utility companies

24 Curb Ramp Design Project, Redondo Beach, California



Scope: As part of the City of Redondo Beach's expenditure of Community Development Block Grant Funds, the City continues to make qualifying public improvements, including rebuilding curb ramps to meet current standards. DEA is supporting the City's efforts through the development of conceptual layouts and a report of recommended improvements, PROWAG standards and examples of solutions for rebuilds of ramps within tight right-of-way conditions, civil improvement construction plans and a cost estimate for 24 curb ramps at 12 intersections. DEA tasks include topographic survey, preparing base maps, plotting existing utility details, civil improvements to sidewalk, curb, and gutter at multiple intersections.

Personnel: Steven Anderson, Armen Ware, Abigail Hartman, Kent Groh, Joseph Wideman **Agency:** City of Redondo Beach **Contact:** Andrew Winje **Role:** Prime Consultant	**Relevance:** ADA curb ramp design

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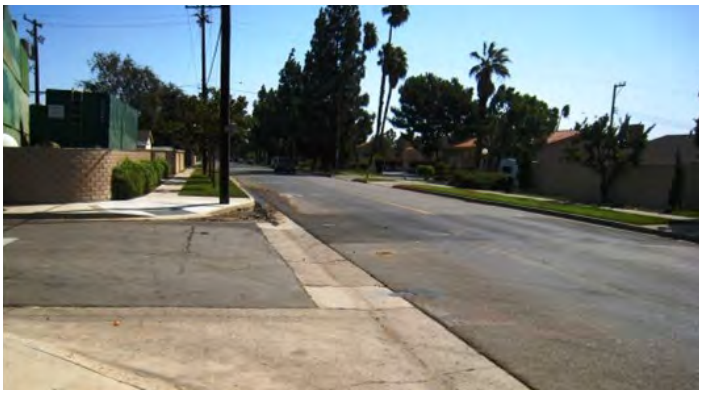
Mitchell Avenue Storm Drain Improvements, Tustin, California



Scope: During the City of Tustin's routine inspection of the existing storm drain system, they found the existing CMP drain had extensive corrosion and portions of the pipe had rusted away. With an imminent potential for the pipe to collapse, block drainage and impact the street and parkway above, the City hired DEA to determine the best course of action and then prepare storm drain improvement plans for that option. The project consisted of rehabilitating the existing CMP arch that has been severely deteriated. The project scope included preparation of a drainage report detailing existing drainage patterns and system capabilities, including hydrology calculations per the Orange County Hydrology Manual to assess the operation of the existing CMP Arch storm drain and the evaluation of proposed improvements, preliminary drainage alternatives and cost estimates. Determined facilities required to meet current drainage system requirements including inlet locations and pipe sizes.

DEA analyzed several alternatives to rehabilitate or replace the storm drain. Preliminary alternatives included in-place rehabilitation, removal and replacement of the facility, construction of new facilities at new location/alignment. Cost estimates were prepared for each alternative. Due to the excessive number of underground utilities and location within the parkway, the storm drain rehabilitation alternative selected involved ultra violet cured-in-place pipe liner. The liner repaired the corroded sections of pipe and provided a new drainage conduit within the existing CMP. Additional catch basins, RCP, and street improvements were also included in the design to mitigate storm runoff volumes flowing along Mitchell Avenue. The final plans consisted of lining the existing CMP with UV cured PVC and installation of additional catch basins and inlets. DEA prepared a drainage report including an area wide hydrology study. Alternatives were designed to capture a 10-year storm event. Due to the extensive underground utilities and existing power poles, pipe replacement was cost prohibitive and problematic. The preferred alternative involved pipe rehabilitation using a UV cured PVC liner. DEA prepared final construction documents for the pipe rehabilitation including upgrading existing catch basins and laterals, installation of new catch basins and laterals and stubouts for future storm drain extensions.

Personnel: Marie Marston, Francois Zugmeyer, Suzanne Moubayed **Agency:** City of Tustin **Contact:** Eric Johnson **Role:** Prime Consultant	**Relevance:** Plan preparation for storm drain improvements; preparation of hydrology and hydraulic analysis and reports; Preparation of WQMPs, SWPPPs; Preparation of project technical provisions; Coordination with and approvals from other permitting agencies and utility companies

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Great Streets Pavement Rehabilitation Project, San Gabriel, California



Scope: The City of San Gabriel has an annual Great Street Program intended to reconstruct and maintain the City's pavement as identified through field investigation and their Pavement Management Program. In this project, the City identified two phases with nine streets in each phase requiring complete reconstruction. DEA provided design services for the pavement rehabilitation and reconstruction of these 18 streets (3.6 miles) within the City. The 18 streets are located primarily in residential and commercial areas of the City. Since most of the 18 streets had not been rehabilitated for more than 20 years, the roadway asphalt exhibited signs of various asphalt distress including block, transverse, longitudinal, map, and alligator cracking. The project included field review, surveying, geotechnical investigations, pavement analysis, geotechnical report, pre-design report, ADA ramp reconstruction, sidewalk reconstruction, striping, final design including plans, specifications, and estimates, bidding document preparation, and bidding and construction support. The analysis included review of full depth reconstruction with cement stabilized or recycled asphalt concrete layers with an option for cold central plant recycling (CCPR). The City selected AC over cement stabilized pulverized base (CSPB).

Personnel: Marie Marston, Francois Zugmeyer **Agency:** City of San Gabriel **Contact:** Angela Cheng **Role:** Prime Consultant	**Relevance:** Plan preparation for street improvements, repair, rehabilitation; Preparation of project technical provisions; Preparation of detailed cost estimates; Provide design surveys; Provide construction assistance

On-Call Civil Engineering and Surveying Services, Temecula, California



Scope: The scope of services for DEA's annual agreement with the City of Temecula includes providing engineering design and surveying services for various projects. Specific tasks include researching existing record data, performing preliminary and final engineering, and preparing PS&E documents for the City's use in bidding projects. Survey tasks include researching existing survey data including maps, records of survey, monument ties, and benchmarks; locating existing monuments; performing boundary and control surveys; preparation of legal descriptions and plats for right-of-way acquisition; aerial mapping and topography; establishing and verifying horizontal and vertical control; field surveys; and construction staking. DEA provided design survey services for the Overland Drive Extension project, and provided a complete PS&E package for the Nicolas Road Pavement Rehabilitation.

Personnel: Steven Anderson, Mark Oskorus, Armen Ware, Abigail Hartman, Kim Rhodes, Heath Habig, Jon Oen, Danny Wang, Rachel Wells, Jerry Woodrow, Kent Groh **Agency:** City of Temecula **Contact:** Ron Moreno **Role:** Prime Consultant	**Relevance:** On-call civil engineering, surveying, landscape architecture; PS&E.

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SECTION 6. REFERENCES

Provided below are references from public agency clients for whom similar services have been provided within the past five years.

CITY OF LAGUNA NIGUEL

Jacki Scott, PE
Public Works Director
30111 Crown Valley Parkway
Laguna Niguel, CA 92677
(949) 362-4337
JScott@cityoflagunaniguel.org

CITY OF LOS ANGELES

Scott Gibson, PE
Bridge Improvement Division,
Acting Division Manager
1149 S. Broadway Suite 750
Los Angeles, CA 90015
(213) 485-5101
scott.gibson@lacity.org

CITY OF YORBA LINDA

Rick Yee, PE
Deputy Director Public Works/
Assistant City Engineer
4845 Casa Loma Avenue
Yorba Linda, CA 92886
(714) 961-7171
ryee@yorbalindaca.gov

CITY OF GLENDALE

Armen Avazian, PE, ENV SP
Principal Civil Engineer
633 E. Broadway Room 204
Glendale, CA 91206
(818) 937-8246
aavazian@glendaleca.gov

CITY OF BURBANK

David Null, PE, MASCE
Senior Civil Engineer
275 E. Olive Avenue
Burbank, CA 91502
(818) 238-3946
DNull@BurbankCA.gov

CITY OF NEWPORT BEACH

Dave Webb
Public Works Director
100 Civic Center Drive
Newport Beach, CA 92660
(949) 644-3309
dawebb@city.newport-beach.ca.us

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SECTION 7. FEE SCHEDULE

EMPLOYEE POSITION / TITLE	HOURLY RATE
Principal in Charge	$390.00
Contract Manager	$371.00
QA/QC Manager	$235.00
Project Manager V	$335.00
Project Manager IV	$320.00
Project Manager III	$300.00
Project Manager II	$285.00
Project Manager I	$270.00
Civil Engineer V	$280.00
Civil Engineer IV	$225.00
Civil Engineer III	$200.00
Civil Engineer II	$185.00
Civil Engineer I	$170.00
Civil Design IV	$165.00
Civil Design III	$155.00
Civil Design II	$145.00
Civil Design I	$135.00
Landscape Architect Manager	$295.00
Landscape Architect V	$237.00
Landscape Architect IV	$220.00
Landscape Architect III	$196.00
Landscape Architect II	$176.00
Landscape Architect I	$155.00
Landscape Designer V	$186.00
Landscape Designer IV	$163.00
Landscape Designer III	$135.00
Landscape Designer II	$108.00
Landscape Designer I	$90.00
Irrigation Designer IV	$170.00
Irrigation Designer III	$140.00
Irrigation Designer II	$112.00
Irrigation Designer I	$85.00

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EMPLOYEE POSITION / TITLE	HOURLY RATE
Survey Lead	$270.00
Survey Manager III	$237.00
Survey Manager II	$220.00
Survey Manager I	$196.00
Party Chief	$200.00
Survey Analyst III	$170.00
Survey Analyst II	$160.00
Survey Analyst I	$150.00
Administrative Support III	$140.00
Administrative Support II	$125.00

DIRECT COST	UNIT	AMOUNT
Parking	each	Per receipt
Mileage	mile	Per IRS rate
Courier/Mail	each	Per receipt
Copying B&W	each	$0.12
Copying Color	each	$0.90
Printing Services	each	Per receipt

NOTES:

1. The base rates stated are for June 13, 2024 and will remain fixed through the initial term of the agreement, anticipated for September 2024 to September 2027.
2. If additional years are added to the contract, escalation will be provided for years 4 and 5 of the contract.
3. The annual escalation will not exceed the rate of increase for the cost of goods as provided by the CPI-U: Los Angeles-Riverside-Orange County at www.bls.gov
4. Prevailing wages are subject to the California Department of Industrial Relations at www.dir.ca.gov
5. There will be no markup for direct costs, markups for subconsultant fees will not exceed 5%.
6. All travel expenses (per diem, hotel, airfare) shall be pre-approved by the City prior to execution. All travel expenses shall follow current Caltrans travel and expenses guides.

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Earth Mechanics, Inc.
Geotechnical & Earthquake Engineering

EARTH MECHANICS, INC. FEE SCHEDULE
2024 – 2028

City of Gardena
On-Call Engineering Services

Classification	Fully Burdened Hourly Rate 2024	Fully Burdened Hourly Rate 2025	Fully Burdened Hourly Rate 2026	Fully Burdened Hourly Rate 2027	Fully Burdened Hourly Rate 2028
Principal/Senior Consultant	$ 303.00	$ 318.00	$ 334.00	$ 351.00	$ 369.00
Principal Engineer/Geologist	$ 302.00	$ 317.00	$ 333.00	$ 350.00	$ 368.00
Senior Engineer/Geologist	$ 224.00	$ 235.00	$ 247.00	$ 259.00	$ 272.00
Senior Project Geologist	$ 204.00	$ 214.00	$ 225.00	$ 236.00	$ 248.00
Project Engineer/Geologist	$ 174.00	$ 183.00	$ 192.00	$ 202.00	$ 212.00
Senior Staff Engineer/Geologist	$ 153.00	$ 161.00	$ 169.00	$ 177.00	$ 186.00
Staff Engineer/Geologist	$ 134.00	$ 141.00	$ 148.00	$ 155.00	$ 163.00
Senior Technician	$ 156.00	$ 164.00	$ 172.00	$ 181.00	$ 190.00
Technician*	$ 81.00	$ 85.00	$ 89.00	$ 93.00	$ 98.00
Project Analyst	$ 147.00	$ 154.00	$ 162.00	$ 170.00	$ 179.00

* Non-exempt staff subject to overtime pay per California law.

Reimbursable expenses including, but not limited to, drilling, traffic control, waste disposal, specialty testing, and private utility location services will be reimbursed at actual cost with supporting invoice.

Charges invoiced for travel, lodging, and subsistence shall not exceed the Caltrans rates.

17800 Newhope Street, Suite B, Fountain Valley, California 92708 ● Tel: (714) 751-3826

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SCHEDULE OF FEES
CITY OF GARDENIA
3-YEAR RATE (THROUGH 2027)

Prime Firm:	**David Evans & Associates, Inc.**
Subconsultant Firm:	**AZTEC Engineering Group, Inc.**

Classification	Hourly Rate
Mobilization / Demobilization	$750.00
SUE CAD Drafter	$175.00
SUE Project Manager	$295.00
SUE Operating Engineer	$295.00 – Prevailing Wage
SUE Laborer	$205.00 – Prevailing Wage
SUE Designating Crew (2-person)	$455.00 – Prevailing Wage
SUE Designating Crew (1-person)	$305.00 – Prevailing Wage
Survey Party Chief	$280.00 – Prevailing Wage
Survey Instrument Man	$205.00 – Prevailing Wage
Professional Land Surveyor	$325.00
Potholes in Unpaved Surface (depth 6 feet or less)	$1,750.00/hole – Prevailing Wage
Potholes in AC Surface (depth 6 feet or less)	$2,000.00/hole – Prevailing Wage
Potholes in Concrete Surface (depth 6 feet or less)	$2,300.00/hole – Prevailing Wage
Pothole Additional Depth (over 6 feet, any surface)	$125.00/foot or fraction thereof – Prevailing Wage
Pothole/Slot Trench – Hourly Excavation	$475/hour – Prevailing Wage
Coring (8” diameter hole)	$150/hole – Prevailing Wage
City Authorized Expenses	Direct Cost
Disposal of Pothole Waste	Cost Per Load
Traffic Control Vendor	Cost Per Day
Traffic Control Plans (MUTCD or Stamped)	At Cost
Off-Duty Police Officer	Cost Per Hour
Slurry Backfill	Cost Per Load
Surface Restoration	Cost Per Load / Cost of Material
Permits	Direct Cost

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SECTION 8. RESUMES



Steven Anderson, PE, PMP | Contract Manager

Steven has 17 years of civil design experience, the majority developing civil improvements for public works programs. He understands the full spectrum of support through all phases of work from conceptual designs to alternative analysis, environmental documentation support, preliminary studies, final design, bid support and construction services support. Steven also has performed public outreach events, met with agency board members to discuss project impacts, drafted technical documents for public use and organized design teams for operational efficiency. In addition, his project management experience leading multidiscipline consultant teams has demonstrated the needed ability to execute on schedule and within budget to the defined scope. He can also provide program management support with board reports, cost estimating, scheduling and document control services. Steven has recent experience working on various transportation projects.

Education

MBA, 2017, University of California, Los Angeles

BS, Mechanical Engineering, 2005, Columbia University

Registration

Professional Civil Engineer, California (73460), 2008

Project Management Professional #2177347, 2018

Envision Sustainability Professional (ENV SP), 2017

Years of Experience: 17

Project Experience:

Soto Street Widening, Los Angeles, California
Steven served as lead engineer for the Soto Street Widening from Multnomah Street to Mission Road project. The objective is to widen Soto Street from two lanes to four lanes to relieve traffic congestion, improve safety by implementing a retaining wall to help keep hillside debris off the roadway, and to beautify the corridor. The project will include new sidewalk and street trees on both sides of Soto Street, and a Class 4 protected bikeway which will greatly improve vehicular and bicycle mobility and safety. The project requires coordination with the Los Angeles Department of Transportation (LADOT), Los Angeles Department of Water and Power (LADWP), Council District 14 for community outreach, and with the recently completed Soto Mission Bridge removal project and pending Soto Valley bridge widening and street improvement project. The retaining wall to be built on the east side of Soto Street is approximately 2,150 feet in length with a varying height ranging from 8 to 40 feet. The retaining wall system proposed will consist of cantilevered soldier pile design and tie back support anchors. The project also includes the implementation of landscape improvements, site furniture, hardscape and wall aesthetics.

Main Street and Sultana Street / Timberlane Avenue Traffic Signal Improvements, Hesperia, California
Steven is serving as the project manager for the development of a four-way traffic signal at the intersection of Sultana Street /Timberlane Avenue and Main Street in the City of Hesperia. Due to multiple accidents in the area and high speeds on Main Street, the City requested a traffic signal be installed. In addition to the four-way signals, the project includes hydrology design for existing drainage easements, ADA curb ramps, partial street replacement, and utility relocation with Southern California Edison. The project requires preliminary engineering, geotechnical reports, CEQA/NEPA approval, multiple environmental studies, survey, and final design. Once the project is ready for bid, DEA will provide SWPPP review, in addition to construction and bid support.

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Steven Anderson, PE, PMP (continued)

Jefferson Boulevard Complete Streets, Los Angeles, California
Steven provided design and management support for this project in the City of Los Angeles. DEA provided civil engineering services to the City of Los Angeles on the Jefferson Boulevard Complete Streets project. The project design included an evaluation of the existing roadway improvements to determine the necessary replacement and modifications to provide improved access and mobility to the project. The street evaluation also included preparation of technical reports, exhibits and budgetary costs to implement the City's Complete Street programs for Jefferson Boulevard. The final design included civil engineering plan and profile drawings, landscape architecture plans, traffic signal and striping plans, construction specifications, bid documents, and engineers cost and quantity estimates. The final PS&E bid package was designed in accordance with the City standard design documents and manuals.

TOS No. 32 - 2nd Street Tunnel Engineering Evaluation, Los Angeles, California
Steven served as the project manager for the restoration of the 2nd Street Tunnel in downtown Los Angeles. Due to drainage issues and aging of this nearly 100 year old tunnel, the City investigated the current damage of the tunnel and repair options to mitigate any future drainage from damaging the falling tile. Additional elements include an analysis of the historic tile and potential environmental impacts to tile preservation, traffic control and non-standard design documents for delineating repair of the tunnel.

TOS No. 53 - Various Street Projects, Los Angeles, California
As project manager, Steven is coordinating the rehabilitation of seven separate projects throughout the City. Typical project elements include curb and gutter restoration, ADA curb ramps, street partial repair and full repair, utility coordination, structural wall designs, street widening, public outreach, architectural street design elements, traffic control, and drainage improvements. The separate projects also require coordination with the council districts and the expediting of one project per the request of the council. One of the challenges is coordinating the multiple moving parts to several deliverables for each project, verifying quality metrics are met and comments are addressed for each separate report and final design.

San Fernando and Chandler Bikeway, Burbank, California
Steven is serving as the project manager as the DEA team works with the City of Burbank as an owner's representative, providing support to the City's project manager for the San Fernando Bikeway by reviewing plan sets, coordinating stakeholder reviews and permitting with outside agencies (LA Metro, Army Corps of Engineers, LA County Flood, obtaining private utility contracts, and validating the environmental and grant compliance with the final design. For Chandler, DEA has provided a rough estimate of cost for the design and construction, reviewed the City's RFP, provided recommendations on a procurement schedule, provided alternative analysis and obtained funding extensions from Caltrans.

El Segundo Blvd. Program Management Support, El Segundo, California
DEA provided project management services for the widening of El Segundo Boulevard, a major arterial six-lane divided arterial from Isis Avenue to Pacific Coast Highway and a four-lane divided arterial from Pacific Coast Highway to Illinois Street. Steven supported city staff, tracked the requirements and deadlines of the grant funding, and provided recommendations on approach with Caltrans on design standards and reporting documentation.

Central Road Widening, Apple Valley, California
Steven is serving as project engineer for the widening and reconstruction of Central Road from Bear Valley Road to Highway 18 in the Town of Apple Valley (Town). The Town identified the need to widen the existing two-lane roadway to three lanes with bike lanes along this two-mile segment. DEA's tasks include roadway widening, striping of Class II bike lanes, bus turnouts and stop pads, traffic safety improvements at key intersections, constructing driveway approaches to the existing residential development fronting the roadway, drainage improvements, and utility coordination.

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Sean Haeri, PE, TE, CPM | Principal-in-Charge

Sean is an experienced principal, self-motivated, high performer, and action-oriented with strong administrative and technical abilities. His responsibilities require effective communication and collaboration with executive and governmental audiences, other departments and outside organizations as well as providing coaching, strategic-thinking, technical and administrative staff support. Sean is a proven leader with over 30 years of professional experience in city government; as well as, 22 years of academic background as a college professor in project management, program development and management information systems.

Education: MS, Computer Engineering, 1992, California State University; BS, Engineering, 1988, California State University

Registration: CA - PE # 53275, 1995
CA - TE #1687, 1993

Years of Experience: 33

Project Experience:

Leichty Middle and Neighborhood Elementary Schools Safety Improvement Project and Active Transportation Project, Los Angeles, California
Sean is serving as project manager for this active transportation projects to help students gain access from their homes to the middle school and elementary schools in their neighborhood. This project has the same elements as the Western Our Way project.

Sepulveda Boulevard Widening and Renovation Project between Centinela and Lincoln Boulevard, Los Angeles, California
The scope of this project included widening of Sepulveda Blvd. to include three full time lanes and an additional 10 foot space for full-time on-street parking. Also, based on extensive public outreach efforts, elements of streetscape and sidewalk improvements were added to the scope, to meet the community's requirement of creating an esthetically pleasing and pedestrian friendly corridor through this Westchester commercial district. Sean's role as the Project Manager was to oversee and participate in all public outreach meetings, work with the community members to develop an acceptable design concept, and oversee the design and implementation of the project. Sean's ability to work collaboratively with the community contributed to the success of this project and the buy off of the Westchester stakeholders.

Lincoln Boulevard Light Rail/Bridge Project, Los Angeles, California
This project is to remove the existing bridge on Lincoln Blvd. over Ballona Creek and replace it with a new and modern bridge, twice as wide. Currently, this bridge is a bottleneck along Lincoln Blvd. where northbound lanes have to merge before the bridge, there are no Pedestrian Sidewalks or bike lanes across the bridge. This project will create continuity in both the pedestrian and bikeway facilities in addition to additional travel lanes to remove the existing bottleneck. The project also provides enough width for the future center-running Light Rail which is part of the Westside Mobility Study's proposed complete streets program. My role in this project was to initiate the concept, design the layout, secure funding and oversee the environmental impact studies for both CEQA and NEPA clearances.

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Mark Oskorus, PE | QA/QC

Mark has 27 years of experience in the civil engineering profession with hands-on design engineering experience on public works, education, commercial, and residential development projects. Mark has an extensive background in all aspects of computer technology as it relates to the civil engineering profession including grading, street, storm drain, sanitary sewer systems, and water LID design; in addition to coordination with utility companies for relocation and installation of new wet and dry utilities. In addition, he has experience providing quality assurance / quality control on numerous projects leading to successful schedule and within budget execution.

Project Experience:

Pauba Road Public Library Parking Project, Temecula, California
As an independent task under DEA's Pauba Road Library Parking contract, Mark was project engineer and provided a comprehensive conceptual level design and cost estimate for the City's use in evaluating options for expanding the existing Pauba Road Library parking area. The conceptual design presented to the City provided for a secondary parking area that would accommodate 44 additional parking stalls. Due to extreme slopes that surround the existing Library and parking area, location and layout of the proposed parking area had to be optimized in order to minimize the amount of costly earthwork and retaining walls needed for the project.

On-Call Engineering Services, Tustin, California
Mark served as DEA's primary client contact for the plan checking contract and he served on the engineering design staff for the City's projects. Services provided included project reviews, development of the conditions of approval, and plan checking services including coordination with the City's various engineering departments on an on-call basis. Typical project assignments included residential and commercial public improvements, public park improvements and bike/horse trail expansions. Plan checking services included street improvements, sewer and water improvements, hydrology and hydraulics, storm drains improvements, grading and earthwork, water quality basins, and WQMPs. DEA was also responsible for ensuring proposed public and private property development designs met Federal, State, and Local Agency requirements including ADA, NPDES, and City policies.

Skyline Drive Storm Drain Improvements, Orange, California
As project engineer, Mark provided engineering support for the design services for the County of Orange Flood Control Division/RDMD. The firm's first project assignment was the Skyline Storm Drain Phase 1. The project includes hydrology for Phases 1 and 2. The study resulted in the addition of Phases 3 and 4. The hydrology analysis for this complex hillside low density area was approved as submitted. The main line outlet into the Red Hill Channel (F-13) is a 78" RCP. Phase 1 and 2 were complete in 2004. DEA was engaged to continue design services on Phase 4 of the project. Mark, as project manager, led DEA's design team for this project that consisted of approximately 1,500 feet of storm drain design with utility lateral relocation and approximately 2,600 feet of street resurfacing.

Morningstar Senior Living and Care, Mission Viejo, California
Mark provided quality control for the conceptual design, bid documentation, and construction administration services of a three-story, 132-unit senior care facility in the city of Mission Viejo. The building houses independent, assisted, and memory care patients in a resort-like setting with a wide variety of amenities. The team worked closely with the design architect on creating two large outdoor courtyard spaces with built-in barbecues and shaded seating areas. Other amenities include a dog run, putting greens, and a swimming pool. Vegetable gardens were also incorporated to the exterior landscape plantings.

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Marie Marston, PE, QSD/P | Civil Engineering Task Leader

Marie has over 40 years of professional civil engineering experience. Her background includes general infrastructure and public works improvement projects including streets, site improvements for commercial and public facilities, hydrology and storm drains, right-of-way engineering, utility modifications, grading, retaining walls, as well as providing funding applications assistance. Her experience covers projects from inception to completion including project and program management, planning, design, and construction.

Project Experience:

I-15 / Cajalco Road Interchange Reconstruction, Corona, California
Marie served as project manager for the drainage and Storm Water Data Report (SWDR). The City of Corona proposed the reconstruction of the existing modified diamond interchange to a partial cloverleaf interchange. DEA was responsible for the final engineering (PS&E) for all drainage and stormwater improvements for the interchange project. The project included construction of a new overcrossing bridge for Cajalco Road, reconfiguration of all four existing ramps, and the addition of a new northbound loop on-ramp. The reconfiguration of the northbound off-ramp required construction of a bridge over Bedford Wash. The tasks included preparation of a SWDR, the Bedford Wash Bridge Hydraulics Report, hydrology and hydraulic studies, the drainage report, drainage plans, estimates and specifications. Marie also assisted with engineering services during construction.

Street Reconstruction Project, Zone G, Lomita, California
As project manager, Mare provided design services for this street reconstruction consisting of 20 street segments for a total of 2.35 miles. The project proposes removal and replacement of existing asphalt concrete pavement, removal of unsuitable base material, new base preparation, milling for specified areas, and asphalt concrete overlay. It also includes construction of 36 curb ramps to meet ADA standards. The project was divided into two bid sets with four phases to accommodate a separate waterline project the City is planning. The 26 plan sheets consisted of title, typical sections, layouts, curb ramp details, and signing and striping plans. Some streets are planned for cold milling and overlay while others are planned for complete structural section replacement.

Alicia Parkway and Marina Hills Drive Pavement Rehabilitation Project, Laguna Niguel, California
As project manager Marie prepared final design PS&E for street rehabilitation on Alicia Parkway from Highland Avenue to Crown Valley Parkway and on Marina Hills Drive from Niguel Road to Golden Lantern. The two projects were prepared with three separate bid packages – two for Alicia Parkway and one for Marina Hill Drive. Alicia Parkway is a six-lane roadway with sidewalks and landscaping. A total of 16 sheets were prepared for the two Alicia Parkway bid sets including title, typicals, curb ramp details for 14 curb ramps, layout, signing and striping, and traffic signal modifications.

SR-210 / Pepper Avenue Interchange, Rialto, California
Marie served as project manager responsible for the preparation of a combined PSR/PR, an environmental document, and PS&E for a new diamond interchange on SR-210 and extension of Pepper Avenue. The project included development of geometrics and geometric approval drawings, a detailed traffic impact analysis including forecasting and modeling, preparation of a combined Project Study Report/ Project Report, fact sheets for exceptions to both advisory and mandatory standards, utility modifications to existing and planned facilities, risk analysis, surveys, right of way engineering and acquisition, a traffic management plan, stage construction plans, three new signals, drainage and storm water data reports, location hydraulic and summary floodplain encroachment report, landscape architecture, geotechnical investigation and study, hazardous materials investigation and study, preparation and coordination of technical studies leading to an environmental document meeting CEQA and NEPA requirements, and mitigation measures for sensitive species protection during construction.

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François Zugmeyer, PE | Storm Drain / Hydrology Task Leader

Francois has over 50 years of experience in public works projects and site development including transportation, hydrology, hydraulics, storm water, and grading. His experience in surface water and drainage projects includes hydrology, hydraulics, flood plain analyses, flood control, reservoir operation, storm drain design, runoff treatment, and water resources planning. His experience in transportation projects is for both the planning and design phases and includes local city street projects and freeway and interchange projects. The city street projects have included roadway widening, pavement rehabilitation, and intersection improvements.

Project Experience:

Alicia Parkway and Marina Hills Drive Pavement Rehabilitation Project, Laguna Niguel, California
DEA prepared final design PS&E for street rehabilitation on Alicia Parkway from Highland Avenue to Crown Valley Parkway and on Marina Hills Drive from Niguel Road to Golden Lantern. The two projects were prepared with three separate bid packages – two for Alicia Parkway and one for Marina Hill Drive. Alicia Parkway is a six-lane roadway with sidewalks and landscaping. A total of 16 sheets were prepared for the two Alicia Parkway bid sets including title, typicals, curb ramp details for 14 curb ramps, layout, signing and striping, and traffic signal modifications. The pavement rehabilitation generally included two types, one being cold milling with rubberized asphalt overlay and one including full depth (13”) of replacement structural section. Francois served as senior civil engineer.

Street Reconstruction Project, Zone G, Lomita, California
DEA prepared design services for this street reconstruction consisting of 20 street segments for a total of 2.35 miles. The project proposes removal and replacement of existing asphalt concrete pavement, removal of unsuitable base material, new base preparation, milling for specified areas, and asphalt concrete overlay. It also includes construction of 36 curb ramps to meet ADA standards. The project was divided into two bid sets with four phases to accommodate a separate waterline project the City is planning. The 26 plan sheets consisted of title, typical sections, layouts, curb ramp details, and signing and striping plans. Some streets are planned for cold milling and overlay while others are planned for complete structural section replacement. Francois served as senior civil engineer.

MacArthur Boulevard and University Drive Pavement Rehabilitation, Newport Beach, California
The City desired to improve the wearing surface of MacArthur Boulevard and University Drive and identified the project through their Pavement Management Program indications. The rehabilitation extended 4,050’ on MacArthur Boulevard and 2,450’ on University Drive. The City also desired to reconstruct deteriorated concrete flatwork, upgrade pedestrian facilities to ADA and restripe using the new 6” stripes with a slightly changed cross section. DEA prepared plans for pavement rehabilitation including 50’ cross sections and plan and profile. Francois served as project engineer.

Archibald Avenue Improvements at SR-60 Interchange, Ontario, California
The Archibald Avenue Improvements project goal was to reduce congestion by widening the existing northbound and southbound road to add two left turn pockets, modifying the existing Archibald Avenue undercrossing to accommodate the additional lanes, widening the on- and off- ramps, and adding a bike lane. Responsibilities included project cad management and providing support preparing stage construction/traffic handling plans. Francois served as project engineer.

I-15 / Cajalco Road Interchange Reconstruction, Corona, California
Franois served as project engineer for the drainage and Storm Water Data Report (SWDR). The City of Corona proposed the reconstruction of the existing modified diamond interchange to a partial cloverleaf interchange. Working as a subconsultant DEA was responsible for the final engineering for all drainage and stormwater improvements for the interchange project.

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Kim Rhodes, PLA | Landscape Architect Task Leader

Kim is a California registered, award-winning landscape architect, practice leader and vice president with DEA. For the past 39 years, she has been responsible for landscape architectural design and management on numerous projects, including design and planning for parks, trails, streetscapes/roadways, sports facilities, transportation corridors, structure aesthetics, schools and universities, commercial, residential, and industrial developments. She manages large, multi-disciplinary projects including on-call services contracts for Caltrans , Walt Disney Imagineering, and the City of Los Angeles.

Project Experience:

Caltrans District 8 On Call Landscape Architectural Services, Riverside and San Bernardino Counties, California
Kim served as project manager under a five-year contract with Caltrans District 8 to provide landscape architectural services on various projects in Riverside and San Bernardino Counties. She was responsible for daily coordination with Caltrans landscape architects to ensure project scheduling, prioritization of tasks, subconsultant deliverables, specification data, cost estimating criteria, design modifications, and invoicing.

Main Street Wall Aesthetics, Lake Elsinore, California
DEA landscape architects, in collaboration with Hunt Design prepared conceptual designs for the I-15 / Main Street abutment wall aesthetics. Kim served as project manager.

The Tracks at Brea, California
As project manager, Kim and her team prepared conceptual and final construction documents for four miles of Class I meandering trail through an abandoned rail corridor in Brea. Segments 2-4 include work between Brea Boulevard and Birch Street and incorporates both hard and soft surface trail, native plantings, site furnishings, a lighted parking area, restroom building, plaza space, community gardens, bioswale, fitness area and interpretive signage. The site underwent soil remediation efforts prior to the construction of the trail. The project was a multiple award winner including an ASLA Honor Award for design.

Soto Street Widening, Los Angeles, California
Kim provided quality assurance/quality control of the landscape architecture plans for the Soto Street Widening from Multnomah Street to Mission Road. The objective was to widen Soto Street from two lanes to four lanes to relieve traffic congestion, improve safety by implementing a retaining wall to help keep hillside debris off the roadway, and to beautify the corridor. The project will include new sidewalk and street trees on both sides of Soto Street, and a Class 4 protected bikeway which will greatly improve vehicular and bicycle mobility and safety. The project requires coordination with the Los Angeles Department of Transportation (LADOT), Los Angeles Department of Water and Power (LADWP), Council District 14 for community outreach, and with the recently completed Soto Mission Bridge removal project and pending Soto Valley bridge widening and street improvement project. The retaining wall to be built on the east side of Soto Street and is approximately 2,150 feet in length with a varying height ranging from 8 to 40 feet. The retaining wall system proposed will consist of cantilevered soldier pile design and tie back support anchors. The project also includes the implementation of landscape improvements, site furniture, hardscape and wall aesthetics.

Mouet Park, Santa Ana, California
Kim served as principal-in-charge for Mouet Park, a 2-acre neighborhood park in the city of Santa Ana. DEA was provided a conceptual design of the park by the city and worked to prepare final plans, construction administration, and community outreach. The design includes walkways, playground equipment, a skatepark, half-court basketball, a picnic area, a shade structure, a rock bioswale, California friendly plants, drip irrigation, low impact development drainage and lighting.

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Suzanne Moubayed, EIT | Civil Designer: Suzanne has 11 years of civil engineering experience. Her responsibilities include preparation of project development reports, plan development, feasibility study analysis, structures design, roadway design, alternative development and analysis, quantities and cost estimating, roadway geometrics, ADA requirements, identification of right-of way needs and utility impacts. She is proficient in various softwares such as MicroStation, AutoCAD, InRoads, GEOPAK, OpenRoads Designer, and Excel.

Project Experience:

- Fariview St. Widening Design and Bridge Replacement, Santa Ana
- Alicia Parkway and Marina Hills Drive, Laguna Niguel
- South Highland Avenue at Mango Avenue Traffic Signal Project, Fontana
- Narbonne Avenue Improvements, Lomita
- Liechty Middle School, Los Angeles

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Armen Ware, EIT | Civil Designer: Armen is a transportation engineering designer with five years of experience in the construction industry. While in construction, he successfully completed a variety of projects ranging from central utility plants to multi-story mixed use buildings, specializing in cost estimation, project pursuits, MEP (BIM Coordination), structural steel, and other high value trades of work. He possesses construction related skills and has practical knowledge of transportation design.

Project Experience:

- Liechty Middle School, Los Angeles
- Round 3 Elden Elms & Path Villas Design, Los Angeles
- Main St. and Sultana St. / Timberlane Ave. Traffic Signal, Hesperia
- 24 ADA Curb Ramps, Redondo Beach
- Narbonne Avenue Improvements, Lomita

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Kimberly Schultz | Civil Designer: Marie has over 40 Kimberly is an engineering designer with a diverse range of experience including local roadway, multi-use trail, and transit/rail projects. Kimberly's experience spans both public and private projects, and she is well versed in both AutoCAD (Civil 3D) and Microstation (InRoads) design software. Her skills cover multiple phases of a project life-cycle, including initial due diligence, preliminary/ conceptual designs and reports, preparing final improvement plans, and assisting with submittal reviews and plan clarifications during construction.

Project Experience:

- Jefferson Blvd. Complete Streets, Los Angeles
- Diaz Rd. Expansion, Temecula
- San Sevaine Trail, Phase 1, Fontana
- Soto Street Widening, Los Angeles,
- Santa Gertrudis Creek Trail, Temecula

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Lander Pham, PE | Roadway Geometrics and Civil Engineer: Lander has 17 years of experience in public works projects and highway engineering and design. His experience includes the design of roadway geometrics, grading, drainage, details for pavement structural sections, construction details, retaining wall and sound wall plan and profile, stage construction and traffic handling, and pavement delineation. He also prepares detailed construction cost estimates including earthwork calculations by stage.

Project Experience:

- Liechty Middle School, Los Angeles
- MacArthur Blvd. and University Dr., Newport Beach
- Narbonne Avenue Improvements, Lomita
- Fariview St. Widening Design and Bridge Replacement, Santa Ana
- Alicia Parkway and Marina Hills Drive, Laguna Niguel

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Abigail Hartman, EIT | Civil Designer: Abigail is an engineering designer with experience in both public and private works projects. In addition to Civil 3D drafting and design principles, Abigail possesses applicable knowledge of and work experience in CPM scheduling and planning, earned value concepts, SOV generation, materials sourcing, proposal and take-off generation, general contracting, survey mapping and survey data processing, and safety program implementation.

Project Experience:

- Jefferson Blvd., Complete Streets, Los Angeles
- Main St. & Sultana St. / Timberlane Ave. Traffic Signal, Hesperia
- Various Street Improvements, Los Angeles, California
- 24 ADA Curb Ramps, Redondo Beach
- Diaz Road Expansion, Temecula

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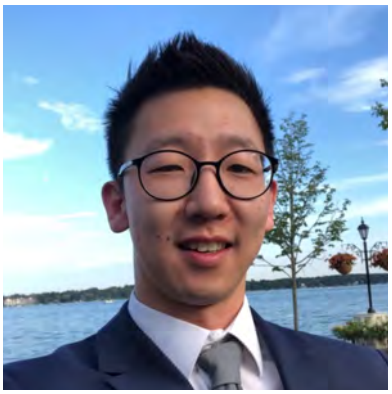

Greg Kim, EIT | Civil Designer / ADA Specialist: Greg has 18 years of construction and project management experience in various city, state, and federal public works infrastructures projects. His experience includes engineering design and construction management for local agency bridge replacement, sidewalk improvement, safe routes to school, complete streets, and other transportation projects, gaining an understanding of ADA and pedestrian safety. He has a strong background in cost estimate, project schedule, quality control, and construction management.

Project Experience:

- Jefferson Blvd., Complete Streets, Los Angeles
- Various Street Improvements, Los Angeles, California
- 24 ADA Curb Ramps, Redondo Beach
- San Fernando and Chandler Bikeway, Burbank, California
- Round 3 Elden Elms & Path Villas Design, Los Angeles

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Ryan Williams, EIT | Civil Designer: Ryan is a civil engineer-in-training with 10 years of experience in various aspects of engineering including design, modeling, and field work for both the private and public sector clients. His experience encompasses a wide range of civil design elements including sewers, potable water distribution piping, water storage tanks, storm drain networks, roadway, ADA compliance, and grading improvements.

Project Experience:

- Liechty Middle School, Los Angeles
- 24 ADA Curb Ramps, Redondo Beach
- Diaz Road Expansion, Temecula
- OCTA Bicycle and Pedestrian Trail Project, Garden Grove
- Jefferson Blvd., Complete Streets, Los Angeles

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Shon Heern, PE | Constructability: Shon has 27 years of experience in construction project management, estimating of design and construction costs, and contract administration-related work for construction projects including PCC paving, asphalt paving, and bridge rehabilitation projects with significant highway experience. He is responsible for leading and managing multidiscipline engineering and construction project teams of up to 50 people to successfully deliver results that meet the goals and objectives of his clients.

Project Experience:

- I-5 / Rose Quarter Improvement Project, Portland
- Sisemore Road Bridge, Deschutes County
- Seven Devils Road: Whiskey Run Lane, Coos County
- US-101 / OR-38 Curb Ramps, Oregon
- I-5: California State Line Pavement Rehabilitation, Ashland

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Heath Habig, PLA | Landscape Architect: Heath is a senior landscape architect with 28 years of landscape architectural design experience including schematic design, design development, construction documentation, and construction support. Heath has worked on a wide variety of projects during his career and continues to pull from this experience while leading and coordinating with design staff on city parks and streetscapes, single family housing developments, senior living facilities and small commercial sites.

Project Experience:

- Morningstar Senior Care Facility, Mission Viejo
- I-605 Soundwall, Long Beach
- Mouet Park, Santa Ana
- Bike and Pedestrian Trail Project, Garden Grove
- Elden Elms and Path Villas Los Angeles, California

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Jon-Sen Oen, CID, CLIA | Senior Irrigation Designer: Jon is a certified commercial irrigation designer, certified landscape irrigation auditor, and a partner with the U.S. Environmental Protection Agency's (EPA's) WaterSense program. For 26 years, he has worked on a wide variety of irrigation projects including streetscapes, interchanges, parks, hotels, residential, and commercial developments including preparing irrigation master meter plans for various master planned community developments.

Project Experience:

- On-Call Landscape Archictectural Services, Pasadena
- I-605 Soundwall, Long Beach
- Pickleball Courts, Temecula
- Burbank Boulevard Streetscape Enhancements, Burbank
- Main Street Corridor Master Plan, Lake Elsinore

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Danny Wang | Irrigation Designer: Danny is a landscape designer at DEA with 17 years of experience using AutoCAD, Adobe Pho-toshop, and Adobe Illustrator to assist him in the production of construction documents. Danny has been involved in numerous aspects of landscape architecture including public parks, streetscapes, trails, residential, commercial development, and construction management.

Project Experience:

- I-5 / Washington Boulevard Interchange, Commerce
- The Tracks at Brea
- On-Call Landscape Architectural Services, Caltrans District 8
- I-15 / Cajalco Road Interchange Improvement, Corona
- Mouet Park, Santa Ana, California

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Rachel Wells | Landscape Designer: Rachel has seven years of professional landscape design experience with an emphasis on transportation projects including corridor master plans, gateway development, highway planting, irrigation and erosion control plans, and transportation art. She is currently involved in the design of several high-profile interchanges including the five-mile Bi-County project. Additionally, Rachel has been involved with the design of several transportation projects ranging from single interchanges to expansive corridors.

Project Experience:

- Soto Street Widening
- Morningstar Senior Care Facility, Mission Viejo
- I-215 Bi-County, San Bernardino County,
- Demonstration Garden, Palm Springs
- Topaz Streetscape, La Quinta

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Kent Groh, PLA | Survey Task Leader: Kent is a successful and reputable professional land surveyor who is well respected in the land surveying and geomatics community. He has over 30 years of technical management and leadership experience in the survey industry and possesses a keen attention to detail while effectively prioritizing multiple and competing tasks and responsibilities. He has been responsible for developing the framework of a survey department and has experience overseeing the daily production of both office and field staff.

Project Experience:

- SR-22 Improvement Project, Orange County
- Diaz Road Expansion, Temecula
- I-10 Grove Avenue Interchange PA/ED Phase, Ontario
- I-215 / Placentia Avenue Interchange, Riverside County
- Phelan Road 12 Mile Widening Project, San Bernardino County

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Joseph Wideman, PLS | Survey Manager: Joe is an experienced project manager and professional land surveyor with 18 years of experience on projects in northern and southern California. His range of tasks on numerous projects has included cost estimating, research, boundary, topography, and construction staking. Joe has also trained and managed teams for the field and has a history of leading through example. His customer service and technical background make him a valuable team member when interacting with clients and crew members.

Project Experience:

- SR-22 Improvement Project, Orange County
- Hollywood Park, Inglewood
- Olympic and Broadway Development, Los Angeles
- LAX 3D Laser Scanning Survey, Los Angeles
- Diaz Road Expansion, Temecula

DAVID EVANS AND ASSOCIATES INC.



Jerry Woodrow, PLS, CFedS | Surveyor: Jerry is an associate, senior project surveyor, and party chief at DEA with 48 years of experience. He has worked on a variety of projects including large transportation, bridge, rail, pipeline and land development projects. He is experienced in all aspects of land surveying including construction, boundary, topographic, aerial control, 3D laser scanning, ALTA, and GPS surveying. He is also adept in computing and analyzing survey field data to Caltrans standards, utilizing Caltrans' field coding, and utilizing Microstation and InRoads.

Project Experience:

- On-Call Surveying and Map Checking Services, Pasadena
- Caltrans On Call Surveying and Right-of-way Engineering Services
- Sepulveda Bridge Widening - QA/QC Surveys, Manhattan Beach
- SR-91 Corridor Aux Lane Construction Survey, Corona
- I-10 Pepper Avenue Interchange, Colton

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AZTEC TYPSA

George Enriquez | Subsurface Utility Engineering / Potholing: Kent George Enriquez has 18 years of experience in the Subsurface Utility Engineering (SUE) field. His expertise is in utility designation and task oversight and delivery while ensuring quality submittals. This includes data collection from utility owners, project planning, and support for survey and CAD departments. George has led several projects working with California clients including on-call contracts with Caltrans District 7, Caltrans District 12, and the Eastern Municipal Water District.

Project Experience:

- Narbonne Avenue Main Water Replacement Project, Lomita
- I-5 Widening Project Yale Street to Route 55, Orange County
- Roadway Design On-Call, Orange County
- On-Call Roadway Design and Related Project Development and Construction Support Services, Los Angeles County



Earth Mechanics, Inc.
Geotechnical & Earthquake Engineering

Alahesh Thurairajah, PE, GE | Geotechnical Engineer: Alahesh is a geotechnical project manager with 13 years of experience on California transportation projects. He has provided geotechnical design/construction recommendations for 250+ bridges including 15 HBP bridges, 300+ standard and non-standard retaining walls, and 100+ miles of roadway. He has prepared Foundation Reports and Geotechnical Reports in compliance with Caltrans standards for numerous bridge/roadway projects. Alahesh has managed several HBP bridge projects giving him a thorough understanding of the Caltrans Local Assistance Process which has resulted in efficient report approvals.

Project Experience:

- Golden Avenue Bridge Replacement (HBP), Placentia
- Four Bridge Replacements (HBP), Orange County
- Crown Valley Parkway Widening Project, Laguna Niguel
- SR-55 Improvement Project, Orange County

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APPENDIX
Agreement Exceptions

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - General Civil Engineering Design
      - Construction Management and Inspection
      - Traffic Engineering
      - Architecture and Landscape Architecture
      - Geotechnical Engineering, Geology and Material Testing
      - Staff Augmentation

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person ~~immediately~~ promptly upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain ~~or exceed~~ the level of competency presently maintained by other similar practitioners in the State of California practicing under similar circumstances, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished

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under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference**.** In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (~~45~~) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be ~~no less than~~ one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be ~~no less than~~ one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional ~~Errors & Omissions ("E&O")~~Liability Insurance – a policy with minimum limits of ~~not less than~~ One Million Dollars ($1,000,000.00), combined single limits, per ~~occurrence~~ claim and aggregate. ~~Architects' and engineers' coverage shall be endorsed to include contractual liability.~~ If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said ~~E&O~~Professional liability insurance during the life of this Agreement and for three years after

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completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by ~~the policies or endorsements~~certificates of insurance to the policies:

   a. Additional insureds (applicable to commercial general and automobile liability policies only): "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced to no longer meet the requirements of this Agreement, until thirty (30) days after written notice is given to City."

   c. Other insurance (applicable to commercial general and automobile liability policies only): "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

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E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

Commented [JV1]: It is customary for a firm of our size to have a professional liability insurance deductible larger than $25k.

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy~~, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City~~. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City which may be redacted at the Consultant's or the Consultant's insurers' discretion to protect confidential or proprietary elements of the policies.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to ~~defend,~~ indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees to the extent caused by and ~~and volunteers~~ arising out of the negligent acts, errors or omissions in the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. ~~The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable.~~

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Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the ~~sole~~ negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence as it would its own similar information but in no event use less than reasonable care and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law, rule, regulation, court order or governmental investigation. Consultant agrees to release such information or material only to employees or Sub-consultants who have agreed to keep the information confidential in accordance with this Agreement~~signed a nondisclosure agreement, the terms of which have been previously approved by City~~. Consultant agrees to implement reasonable ~~physical, electronic, and managerial~~ safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business

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associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including reasonable attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the reasonable control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be ~~fully~~ responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of ~~all~~ conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall ~~immediately~~ promptly inform City and shall not proceed, except at

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Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations in force during the Services;

    C. Any additional records deemed necessary by City to assume verification of ~~full~~ compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the substantially prevailing party in the legal action shall be entitled to recover reasonable attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA	CONSULTANT – XYZ
_____	_____
Tasha Cerda, Mayor	Name
ATTEST:	Sign: _____
	Title:
_____	_____
Mina Semenza, City Clerk	Name
APPROVED AS TO FORM:	Sign: _____
	Title:
_____	
Carmen Vasquez, City Attorney	

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DAVID EVANS
AND ASSOCIATES INC.

www.deainc.com

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STATEMENT OF QUALIFICATIONS (SOQ)
(Traffic Engineering Firms)

- DAVID EVANS AND ASSOCIATES, INC.
- HARTZOG & CRABILL, INC.
- ITERIS, INC.
- JMDIAZ, INC.
- TJKM TRANSPORTATION CONSULTANTS

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Qualifications to Provide

Professional On-Call Traffic Engineering Services

June 13, 2024

DAVID EVANS AND ASSOCIATES INC.

CITY OF GARDENA INCORPORATED 1930

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DAVID EVANS AND ASSOCIATES INC.

June 13, 2024

Kevin Kwak, Assistant Public Works Director
Public Works Department
City of Gardena
1717 West 162nd Street
Gardena, CA 90247-3778

RE: QUALIFICATIONS TO PROVIDE PROFESSIONAL ON-CALL: TRAFFIC ENGINEERING

Dear Mr. Kwak:

David Evans and Associates, Inc. (DEA) is pleased to respond with our submittal to the Request for Proposal for Traffic Engineering On-Call Professional Services. DEA is a multi-disciplinary full-service consulting firm with staff actively working on public and private sector projects in Los Angeles County. DEA and our team members bring expertise and knowledge that will allow us to efficiently support the City of Gardena (City) to deliver on any of the traffic engineering tasks ref-erenced in the RFP. Our team looks forward to building a long-term partnership with the City sharing a common goal of providing planning and design solutions that are feasible, economical, frequently eligible for funding through state, federal and local grant programs, and can be pro-cured with an expedited schedule for successful delivery. Some of the benefits our team brings to this contract include the following.

- **Understanding:** DEA's team includes former municipal / city traffic engineers who understand the demands of on-call traffic engineering contracts through their management of on-call consultant teams as city traffic engineers. Based on our practical knowledge managing citywide traffic engineering demands, we will assemble the best team for each assignment, with consideration given to experience, capability, flexibility, and past working relationships, to provide seamless integration with City staff, and an understanding of the city stakeholder's needs. DEA's depth of experience not only provides the ability to self-perform the needs of the contract but also scale project teams to successfully deliver both large- and small-scale projects efficiently.
- **Team Experience:** The DEA team has significant experience in each of the traffic/transportation engineering services listed in the RFP, local experience to deliver projects for public agencies similar to the City, and the hands-on project management experience using project delivery tools to track and monitor cost, schedule and quality. Furthermore, our team has in-house experts to deliver tasks, which will reduce time (through expedited communication and coordination) and expense to be reliable under this contract. We have assigned **James Daisa, TE to be the Project Manager**. Furthermore, our team has a large set of in-house resources to deliver tasks, which will reduce time (through coordination and communication) and expense to be reliable under this contract.
- **Approach:** Through the years, DEA has been able to successfully deliver projects. Our team members have extensive project experience with municipalities and a strong understanding of requirements having serviced 70 cities through on-call contracts. These same team members will be involved with the quality references you can check for this contract.
- **Detail Focused:** Our attention to the little things sets us apart. We develop checklists, review elements of a deliverable, and are comprehensive in our cross-coordination and quality procedures with disciplines to make sure every submittal reduces review time and keeps the project on schedule.

We understand that the contract provided with the RFP is a sample and not intended to represent the final agreement between the City and the consultants for this on-call contract. When the time comes for negotiations, we have some suggested language changes that are very similar to the changes proposed and accepted by similar agencies. We have included these in the Appendix. We acknowledge receipt of Addendum No. 1 issued on June 4, 2023.

We thank you again for your consideration of our qualifications and look forward to the next step in the selection process. I am the main point of contact with legal authority to commit the firm under this contract. Please feel free to contact me at 909.912.7304 or via email at jim.daisa@deainc.com if you have any questions or need additional information.

Sincerely,

DAVID EVANS AND ASSOCIATES, INC.

James Daisa, TE
Project Manager

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SECTION 2. FIRM QUALIFICATIONS AND EXPERIENCE

FIRM BACKGROUND AND EXPERIENCE

Since its founding in 1976 in Portland, Oregon, DEA has become a recognized leader for progressive and sustainable design and management solutions for complex transportation, traffic, transit, structures, and roadway improvement projects nationwide. DEA's multi-disciplinary teams partner with clients to tailor solutions to meet the unique needs of each project. We have 28 offices in 10 states and employ approximately 900 people firm-wide. DEA staff includes professional engineers, surveyors, planners, landscape architects, and natural resources scientists. We are an employee-owned corporation and consistently rank among ENR's Top 100 Pure Design firms in the U.S. DEA staff are committed to improving the quality of life, while demonstrating stewardship of the built and natural environments.

DEA recognizes the importance of building a deep pool of diverse expertise in the local market. We take this responsibility seriously and have a long and well-established reputation of building significant relationships with numerous consultants in the region and nationwide.

DEA has a proven track record of successfully providing on-call professional services to municipalities throughout Southern California. DEA has worked with numerous public agencies on various on-call contracts including:

- Anaheim
- Azusa
- Baldwin Park
- Banning
- Barstow
- Brea
- Burbank
- Carlsbad
- Cathedral City
- Chino
- Chino Hills
- Claremont
- Costa Mesa
- County of Orange
- Huntington Park
- Colton
- Corona
- Covina
- Diamond Bar
- El Monte
- Fontana
- Glendale
- Glendora
- Hesperia
- Indian Wells
- Indio
- Irvine
- LA Metro
- La Puente
- La Quinta
- Laguna Niguel
- Laguna Woods
- Lake Elsinore
- Lawndale
- Lomita
- Long Beach
- Los Angeles
- Montclair
- Montebello
- Moreno Valley
- Murrieta
- Newport Beach
- Oceanside
- Ontario
- Palm Desert
- Palm Springs
- Pasadena
- Perris
- Pomona
- Rancho Mirage
- RCTC
- Rialto
- Riverside
- Rosemead
- San Bernardino
- San Diego
- San Gabriel
- San Jacinto
- Santa Ana
- Santa Clarita
- SBCTA
- Simi Valley
- South El Monte
- Temecula
- Temple City
- Upland
- Ventura
- Victorville
- Walnut
- West Covina
- Wrightwood
- Yorba Linda
- Yucaipa

FIRM STRENGTHS

On-call contracts provide an opportunity for DEA to work as an extension of the staff and build the trust for a long-term collaboration that goes well beyond the term of the on-call contract. For decades, DEA has contracted with numerous Southern California municipalities for on-call services where we have found the strong working relationships that we build with agency staff are essential for minimizing time spent on contractual issues, effective task order management, and producing high-quality work that exceeds the agency's expectations. The trust we earn through consistently showing these qualities is the basis for most of our repeat client relationships.

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DEA is committed to the City of Gardena (City) in providing our project deliverables that address the City's needs as identified during the initial scope preparation. DEA will provide the following services for this on-call contract: **Traffic Engineering.**

SERVICES

TRAFFIC ENGINEERING DESIGN



DEA offers full traffic engineering and transportation infrastructure design services to our clients. Our comprehensive services range from the initial investigation of a transportation problem through planning and conceptual development to final design and construction. We have had direct experience in designing and constructing hundreds of roadway, intersection, pedestrian and bicycle facilities, trail and bridge projects, as well as preparing Traffic Control Plans (TCP) and managing the permitting process for improvements to the State Highway System. Our traffic and civil engineers have worked with cities, counties, and regional and state departments of transportation, as well as private developers and industry. We have applied our knowledge to multimodal roadway evaluation and design, signing and striping plans, corridor analyses, traffic engineering studies, traffic impact analyses, transportation demand management programs, bridge evaluation and design, alternative transportation planning and design, intersection evaluation and design, environmental impact assessments, parking programs, transit system planning and design, and community transportation plans that coordinate land use and transportation.

With local knowledge and a broad base of experience in traffic engineering, DEA has the tools required to analyze and design traffic systems and roadway systems in a cost-effective, timely manner. We blend creativity and client concerns with our knowledge and technical expertise in local agency design standards. DEA routinely develops projects that are financed with local, state and federal funding, and clearly understand the requirements to meet the applicable standards and agency guidelines. Our project managers have a thorough understanding of the process and provide a solid base for meeting the requirements for grant and funding authorization.

DEA's traffic engineering services extend into operational analysis and systems planning including traffic control plans for construction, development and evaluation of traffic management technologies, analysis of arterial traffic operations, and signal timing and coordination plans for corridors and urban street networks.

Finally, DEA's traffic and transportation design team has extensive experience in the transportation planning and traffic engineering skills needed to satisfy the day to day demands of municipalities including traffic impact studies, preparing engineering and traffic studies for establishing speed limits, conducting sight distance studies, traffic signal warrant analyses, and developing safety studies (e.g., Local Roadway Safety Program) supporting applications for common grant funding such as HSIP and ATP. DEA can address all types of traffic engineering responsibilities from responding to neighborhood complaints of speeding with a Neighborhood Traffic Management Plan to collaborating on Safe Routes to School studies with school districts, school administrators, and parents.

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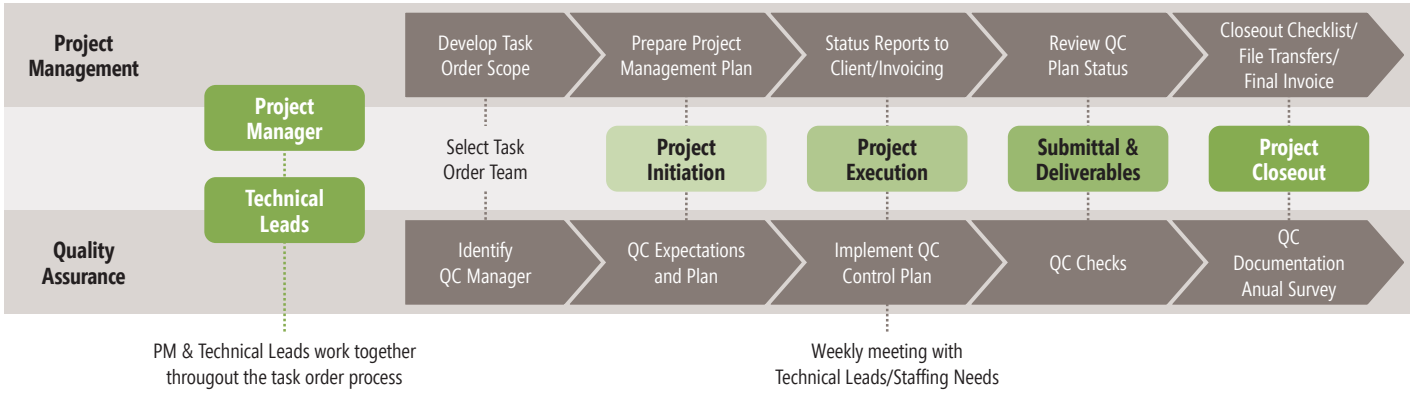
WORK APPROACH

DEA is committed to providing project deliverables that address the City's needs as identified during the initial scope preparation. Our approach for each specific task order proposal would be to first identify the appropriate team members to successfully accomplish the project. Because we monitor project requirements and adjust project scheduling weekly, we can maximize availability of our key project staff as needs arise as well as commit staff in advance of needing them. Each project is unique and as such we will develop a tailored project team and scope of services / approach to satisfy the requirements. Our general approach to task order management from receipt of RFP to project close out is illustrated in the following diagram.

TASK ORDER APPROACH



Key aspects of our approach to on-call contracts include the following and are detailed below:

- **Task Order Development**
- **Fee Proposal**
- **Early Communication for Clear Expectations**
- **Commitment of Staff**
- **Notice-to-Proceed**
- **Task Order Management**
- **Monitoring Progress**

TASK ORDER DEVELOPMENT

We anticipate that the first step in the on-call process will be the execution of a project specific task order. We recognize that this process is an extension of the proposal process, not directly billable to the project, and often competitive with other on-call consultants. It is of high importance to both the City and DEA to develop the scope, fee, and schedule for task orders based on a clear understanding of the City's needs and with clear expectations of the process and deliverables. DEA appreciates the opportunity to meet with staff in advance to understand the key issues and expected results, and ask for clarifications if needed. In this way, we will be able to propose an effective approach and complete task orders that achieve what the City wants to receive.

FEE PROPOSAL

The City's project manager will issue a task order solicitation to DEA's project manager, Jim Daisa, together with schedule expectations and other related project information. Jim will work with the City's project manager to complete the necessary task order documentation as follows:

- Project objective
- Scope of services
- Deliverable products
- Schedule of milestones and deliverables
- Quality control review schedule
- Specific staffing requirements
- Labor rates, hours, and budget (not-to-exceed)
- Other direct expenses (if applicable)

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EARLY COMMUNICATION FOR CLEAR EXPECTATIONS

Consistent communication is the cornerstone of a good working relationship between teaming partners. The kick-off meeting establishes the stakeholders with input at each phase of the project. Communication plans can determine the frequency of meetings, how to correspond and who holds the lines of communication. In addition, this can include document control aspects for sending and receiving information between consultant and staff. Our project manager would also get our quality control manager involved at this stage to develop and implement a Quality Control plan as mandated by DEA for all projects regardless of size. The plan's rigor will depend on the type of project (planning vs. engineering) and type of deliverables.

COMMITMENT OF STAFF

During task order development, DEA's management team, project manager and relevant task leaders, will commit the specific technical team best qualified to complete the project. Our southern California team uses a forward-looking scheduling process, specifically designed for responding to on-call work, and to assign staff for future work. The system is such that we are able to lock people into projects well in advance, thereby eliminating the potential for over-commitments, and assuring that the City's schedule expectations will be met. We can also utilize our large pool of skilled resources with select access to our hundreds of planners and engineers in the Western United States at all levels of expertise and cost point through DEA's Workshare Program, whereas PMs can fill unexpected or planned staff requirements to address an urgent client request or if they need "all hands on deck" to meet a major deadline.

NOTICE-TO-PROCEED

The task order and cost proposal will be submitted to the City's project manager, who will either initiate further discussion, or give approval to proceed. It is our intent to do a thorough job the first time so the needs for cycles of discussion/negotiation can be minimized.

TASK ORDER MANAGEMENT

Upon receipt of a task order notice-to-proceed, our project manager, Jim Daisa, will become the City's point-of-contact for project execution and will work directly with the City's project manager throughout the project execution phase. He will manage the activities of DEA's technical staff and be a principal technical expert to guide the project.

MONITORING PROGRESS

DEA project managers are required to carefully monitor the progress of their projects to assure that staff resources are available as required and to make sure that the City's overall budget and schedule expectations are being met or exceeded. Each week Jim holds a workload meeting to review upcoming work, deadlines, and progress to date on all current projects with all staff and, if necessary, he re-balances the workload to prioritize assigning qualified staff to work where they may best utilized. At least once per week, he meets with task leads, including subconsultants, when applicable, and reviews budget status reports for each task on his projects based on the most recent timesheet labor postings, reviews progress on deliverables and cost to complete projections, and discusses any issues that have arose and how to resolve them. Any task nearing 80% of budget is flagged for review with the task lead to make sure the remaining work can be completed within budget, and if not, to develop a recovery plan for the client to approve. In this way, issues are identified early and the task can be brought to the earned value to date via various project management tactics such as parallel design for non-critical path elements, work-around, and extending resources from other offices. To provide quality control and consistency, Jim will also oversee monthly progress reporting and invoicing functions.

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ABILITY TO MEET PROJECT WORK PLAN AND TIMELINES

As described earlier, Jim Daisa, TE will manage the technical side of the project through frequent communication with our team's discipline task leaders on task order progress and confirming that our Quality Control plan is being applied to milestones and deliverables. On the administrative side, Jim, his project coordinator, and project accountant, have worked together for many years performing the recurring monthly reporting and invoicing process.

Jim understands the nature of on-call contracts and the need to be prepared for the expected and unexpected. He will be your single point of contact, responsible for orchestrating DEA project resources. Jim will use well-defined project management procedures to maintain budgets, manage risk, enhance communications, document activities, and facilitate a quality product. He has had specific training in DEA's project management policies, practices and procedures. His overall approach stresses clear communication, strict adherence to deadlines, and steady monitoring of the work that is completed versus project budget expenditures. Quality assurance checks are a constant element throughout each project.

Jim will select the appropriate team members and assign roles and responsibilities based on the criteria of the individual tasks and appropriate team member expertise to execute the task. An implementation plan will be created per the scope, budget and schedule. Clear expectations of roles, tasks, budgets and schedules will be communicated to each team member. Internal and external team meetings will be scheduled at a number and frequency appropriate to the project. DEA's Workshare Program is available to Jim when necessary to fill urgent needs.

DEA's project team will act as an extension of City staff. The team's goal will be to provide the services to City staff in a seamless manner, helping to affect the successful completion of the project. The DEA team defines a successfully completed project as one in which all project goals are met within schedule and budget. In summary, Jim will take the following steps to help ensure project success:

- Fully understand the scope and purpose of each task order
- Identify and manage risk
- Establish the project schedule
- Assign the most qualified task leader to the task order
- Working with the chosen task leader, select the best team for each task, taking into consideration experience, expertise, and working relationships between the team members
- Explore alternatives to reduce costs and/or provide better service
- Coordinate communications with City and team members
- Implement the DEA quality control management plan
- Identify issues early, and present resolution(s) to the City's project manager as soon as possible
- Extensively track the progress of work for each task order and communicate progress in the City project manager's preferred format and frequency
- Oversee all project work to assure that assigned tasks stay on track with the schedule and within budget

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SCHEDULE CONTROL

Schedule control is the essence of completing projects on time and within budget, because schedule control directly relates to cost control. The DEA team will control schedule and cost through the work progress measurement and the milestone monitoring processes. We use the Critical Path method to establish a reasonable schedule of milestones for each project deliverable. We monitor progress of each milestone and compare it against the planned schedule. We track and maintain records itemizing scope and schedule changes and mitigate any negative impacts due to such changes in consultation with the City's project manager. In the event the schedule falls behind, DEA has several solutions for getting projects on track including to ensure parallel work on milestones to halve the time and meet deliverable submittal commitments. This can be critical when applying for cyclical grants such as the time restrictive Active Transportation Grants, or ensuring the project continues to receive funding for the next fiscal year.

COST CONTROL

DEA has established internal procedures and policies to control costs on our clients' projects. Our management information system is customized to give our project managers project cost information on a daily, weekly, and monthly basis. Keeping open channels of communication with the City regarding cost, budget and schedule is a crucial element of the project approach and the City can expect to be involved in the process at multiple intervals upon DEA's receipt of a task order, from kick-off through 100% delivery.

One of the important principal factors in project success and client satisfaction is constant communication and clarity of expectations. Open communication and honest discussions between the consultant's project manager and the City's designated staff will promote quality, on time deliverables and budget control.

Prior to the start of work, DEA's Project Manager provides go-by examples, standards and practices to help ensure the team follows the correct process for project work. This quality assurance step eliminates re-work from the beginning. For design projects, our QA/QC manager reviews progress sets to verify the reports, plans, and exhibits are meeting the developed quality standards and have the appropriate information on each document.

Another factor in controlling costs for design is matching staff's abilities with the project requirements. For these on-call services, we have identified the key staff that will support the necessary technical aspects of any given project. We will work with the staff and Task Leads to verify there are adequate resources (time) for the appropriate staff member. Ultimately, controlling the schedule will also control the cost.

At DEA, organization is of the utmost importance, matching each project with the correct resources for work tasks to be carried out on schedule and within budget. The management plan for each project is adjusted and refined once the project is initiated. Our project manager Jim Daisa, will review staff commitments in the near, medium and long term to ensure there are adequate qualified resources available for each task. DEA's basic elements of project management are:

- Informing the team of the project's goals, scope, schedule and budget, and obtaining a commitment from the entire team in achieving these goals.
- Adjusting the project plan with input from the task leads and team members to improve cost-effectiveness and quality
- Ensuring that each team member has a clear understanding of individual roles and responsibilities in meeting the project's goals.
- Weekly, review assignments and commitment of hours by staff, and ensure the appropriate resources are available to each team member to complete their work
- Communicate the project's status, progress, and the team's ability to meet each milestone deliverable as frequently as the City's project manager prefers

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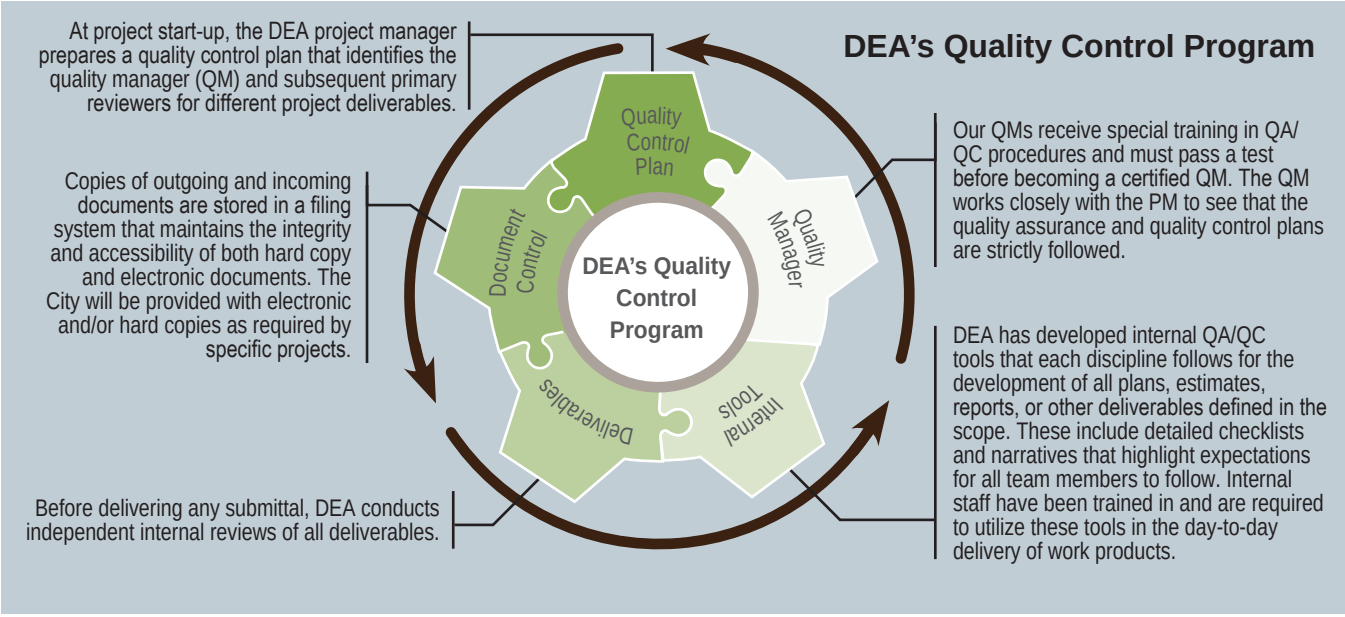
QUALITY ASSURANCE / QUALITY CONTROL

COMMITMENT TO QUALITY CONTROL

DEA's Quality Assurance (QA) and Quality Control (QC) Program is an essential element in our approach to deliver a project that meets or exceeds City requirements. A Quality Assurance / Quality Control manager is appointed at the beginning of every task order project and has overall responsibility and authority to implement the QA program, including resource and training needs, approving the project-specific Quality Management Plan, documentation, and monitoring progress. The terms Quality Assurance and Quality Control are often used interchangeably, but DEA clearly distinguishes these concepts as follows.

Quality Assurance: Quality Assurance (QA) is an overall program that establishes project related policies, procedures, standards, guidelines, and systems aimed at producing an acceptable level of quality in our products. These are things we do continuously before, during, and upon completion of specific project deliverables to make sure we understand what is required of our deliverables and that those requirements are met. But most importantly it's the things we do during the process like setting and communicating standards and verifying City requirements, among others. The goal is to do things right, the first time, by verifying that the project requirements are clearly defined and communicated.

Quality Control: Quality Control (QC) is project-specific activities consistently applied to assist with quality project deliverables. The objective of DEA's QC program is to detect and eliminate major defects in project work products and limit minor defects consistent with commonly accepted standards. This is accomplished through the application of continuous checks and comprehensive reviews prior to each delivery milestone adopting the 30-60-90 percent review. We believe that this procedure will increase quality control, attention to project controls, and target budgets. The QC program is project specific (technical review, accuracy review, interdisciplinary review, constructability review) and is implemented under the authority of the QA/QC manager.



BUDGETING AND ACCOUNTING TOOLS

We use Microsoft Excel in combination with our Solomon accounting software to track individual activities for task orders. DEA's Project Manager and the task order team establish a Work Breakdown Structure (WBS) of individual tasks and budgets to which the team charges time. The budgets are determined during the scoping process based on the actual hours and rates for each person assigned to the project. The budgets are based on experience with similar tasks and are checked against averages established from previous projects.

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DEA updates the budget status for each WBS task charge numbers on a weekly basis from timesheet input, for project manager review and action, to determine the budget remaining. Project managers review and approve timesheets before they are posted in the system to identify incorrect charges or unusual activity. Our Solomon accounting software tracks costs and status of each task order and produces reports for our project manager on a weekly basis. The reports are checked for accuracy of labor and subconsultant invoicing. The accounting software also provides the financial basis for monthly invoices that include a one month look ahead for activities, as well as outstanding issues that may affect budget or schedule. Budget status is shared weekly with each task team member working on the task so that they are always aware of the budget remaining to complete their work.

FAMILIARITY OF REGIONAL GRANTS / COMPETITIVE FUNDS

DEA has experience with preparing successful funding applications at the local, state, and federal level. Our staff has prepared funding applications such as the E76 paperwork for funding authorization.

FUNDING ASSISTANCE

- **Rio Hondo Bridge Widening (I-710/Firestone Boulevard Interchange Phase 3), City of South Gate:** *Prepared successful application for HBRR funding ($5.412m HBRR funds) including bridge widening, deck replacement, roadway approach improvements, painting, barrier rail improvements, and seismic retrofit. Also prepared Request for Authorization for obligation of funds through Caltrans for HBRR funds and Letter of Agreement for MTA Proposition C funds.*
- **Los Angeles River Bridge Widening (portion of I-710/Firestone Boulevard Interchange Phase 4A), City of South Gate:** *Prepared successful application for HBRR funding ($4.321 m HBRR) including bridge widening, deck rehabilitation, roadway approach, and barrier rail improvements. Also prepared Request for Authorization and Finance Letter for obligation of funds through Caltrans for HBRR funds and Letter of Agreement for MTA Proposition C funds. Assisted City with paperwork required to convert RSTP fund to Proposition C.*
- **I-710/Firestone Boulevard Interchange, Phase 3 and 4, City of South Gate:** *Prepared funding applications for the 1999 MTA Call for Projects. Funding awarded for both Phases, $664,000 for Phase 3 and $1.783m for Phase 4.*
- **I-710/Firestone Boulevard Interchange, Phase 2 and 3, City of South Gate:** *Prepared funding applications for the 1997 MTA Call for Projects. Funding awarded ($2.5m) for Phase 2.*
- **I-710/Firestone Boulevard Interchange, Phase 1 and 2, City of South Gate:** *Prepared funding applications for the 1995 MTA Call for Projects. Funding awarded ($4.834m) for Phase 1.*
- **I-710/Firestone Boulevard Interchange, City of South Gate:** *Prepared funding application for TEA-21 High Priority Projects program. Funding awarded in the amount of $12m.*
- **Union Street Two-Way Cycle Track, City of Pasadena:** *Prepared the funding application for the 2019 Metro Call for Projects for the Pilot Program from Caltrans Local Assistance in the Active Transportation Program category.*
- **Redondo Beach Boulevard Mobility Enhancement Improvements, City of Lawndale:** *Prepared a funding application for the 2015 Metro Call for Projects in the Regional Surface Transportation Improvements category for improvements on Redondo Beach Boulevard between Prairie Avenue and Artesia Boulevard.*
- **US-101/Victoria Avenue Interchange, City of San Buenaventura.** *Assisted the City in the preparation of federal funding forms (FNM76) for $3.5 million. The project included the rehabilitation of Victoria Avenue,*

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the reconstruction and reconfiguration of the interchange, and the relocation of Valentine Road.

- **Lincoln Avenue, City of Buena Park, OCTA.** *Prepared funding applications for OCTA Call for Projects.*
- **I-10 / Sierra Avenue Interchange, City of Fontana.** *Project involved the complete reconstruction of the interchange and conversion from a diamond configuration to an urban (single point diamond) interchange. Prepared successful funding application for National Highway System Demonstration Projects program. Project cost was approximately $17 million of which approximately half came from the federal funds.*

ATP AND HSIP FUNDING APPLICATION EXPERIENCE

DEA's team has extensive experience in preparation of applications for ATP and HSIP projects. Presented below is our rate of successfully awarded ATP and HSIP grant applications for public sector our clients. As presented, **we have a 55% success rate for ATP applications, and an 87% success rate for HSIP applications prepared by DEA.**

ATP Application Success



TOTAL GRANTED
$35 M



City of Palmdale
$8.7 M
Granted

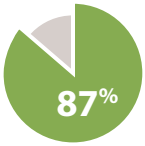


City of Victorville
$5.7 M
Granted



LA Metro
$21.0 M
Granted

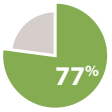
HSIP Application Success



TOTAL GRANTED
$4.5 M



City of Barstow
$1.0 M
Granted



City of Ridgecrest
$2.2 M
Granted



City of Lancaster
$700 K
Granted



City of Victorville
$400 K
Granted



City of Hesperia
$200 K
Granted

Total Requested

$68.8 M

Total Granted

$39.7 M



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SECTION 3. KEY PERSONNEL AND EXPERIENCE

LIST OF CONTRACTS WITH OTHER LOCAL AGENCIES

The DEA team is organized to provide the contract manager and the City of Gardena (City) with flexibility and resources to meet the needs of the varying levels of work that could potentially be assigned under this on-call contract. Our team includes staff with experience in every project type and task that may be needed to accommodate the City's needs. Our experience performing the type of services requested and our regional resources will facilitate our ability to meet your needs, regardless of the level of work assigned.

Our abilities are best demonstrated by projects we have recently and successfully performed. DEA has performed on a range of projects providing professional traffic engineering services. A summary of key personnel is provided in this section. Our proposed project manager, Jim Daisa has proven himself to be a service-oriented contract manager/project engineer who will see that your project needs are met by bringing together technical experts to deliver precise project design in support of this on-call assignment. He will provide you with up-to-date costs and schedule control, and maintaining communications with the stakeholders including City staff, utility companies, construction personnel, and others as necessary.

The following is a list of a public agency projects for which we have performed similar work.

PROJECTS	RFP TASK NEEDS						KEY PERSONNEL (S = Support / L=Lead)			
	Traffic Signal Design	Signing, Striping, Signal Modifications	Detour and Traffic Control Design	Special Traffic Studies	Signal Synchronization Studies	Prepare Grant Applications	James Daisa	Eddie Guerrero	Rob Kilpatrick	Marie Marston
Civic Center Complete Streets ATP Application and PE/ED Approval		●	●	●		●	L		S	
ITC Traffic Analysis Peer Review, Inglewood				●				L		
Liechty Middle School SRTS Safety Improvement Design, Los Angeles	●	●						S	S	S
Citywide Traffic Engineering, Yorba Linda	●	●		●	●				L	
Raymond Avenue at Pico Street Traffic Signal Modification Project, Pasadena	●									L
South Highland Avenue at Mango Avenue Traffic Signal, Fontana	●									L
Arrowhead Rd. / 7th St. Complete Streets ATP, Victorville	●	●							L	
Main St. and Sultana St./Timberlane Ave. Traffic Signal, Hesperia	●	●							L	
Westgate Raise Grants Infrastructure, Fontana	●						L	S	S	
Diaz Road Expansion, Temecula	●		●	●			L	S	S	
China Lake Blvd. Traffic Signal Coordination, Ridgecrest					●	●			L	
Local Road Safety Plan (LRSP), Adelanto				●		●	L	S	S	
SR-1 / Huntington Street Intersection Improvements, Huntington Beach			●		●					L
Speed Zoning and Engineering Survey, Adelanto					●	●	L		S	

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STAFF QUALIFICATIONS

The DEA team is organized to provide the City of Gardena with flexibility and resources to meet the needs of the varying levels of work that could potentially be assigned under this on-call contract. Our team includes staff with experience in every project type and task that may be needed to accommodate the City's needs. Our experience performing the type of services requested and our regional resources will facilitate our ability to meet your needs, regardless of the level of work assigned. Shown below is the list of staff who will be assigned to this contract for the three services we are proposing.

Name	Title	Years of Exp.	License / Certification	Education/ Certifications & Licenses
James M. Daisa, TE	Project Manager	35	CA - TE #1624	BS, Mechanical Engineering, 1988, San Francisco State University
Sean Haeri	Principal-in-Charge	33	CA - PE # 53275 CA - TE #1687	MS, Engineering, 1991, California State University, Los Angeles BS, Engineering, 1988, California State University, Los Angeles
Marie Marston	QA/QC	44	CA - PE # 38798 CA - QSD/P #23572	BS, Civil Engineering, 1980, Oregon State University MBA, 1988, University of California, Irvine
Rob Kilpatrick	Traffic Design Engineering Task Leader / Grant Writing	39	CA - PE #42386 CA - TE #1573	BS, Civil Engineering, 1984, California State Polytechnic University, Pomona
Eddie Guerrero	Traffic Engineering Studies Task Leader	31	CA - TE #2020	MS, Civil Engineering - Transportation, 1992, California State University, Long Beach
Lisa Candelaria, PE	Traffic Engineer	18	CO - PE #47324 AZ - PE #50302 TX - PE #137236	BS, Civil Engineering, 2004, University of Arizona
Abigail Hartman /	Civil Designer	8	CA - EIT #171007	BS, Civil Engineering, 2020, California State University, Fullerton
Aaron Scott	Traffic Engineer		NY - EIT # 91757	BS, Civil Engineering, 2013, University at Buffalo
Trisha Ocasio	Traffic Designer	12	CA - EIT #146773	BS, Civil Engineering, 2012, California State Polytechnic University, Pomona

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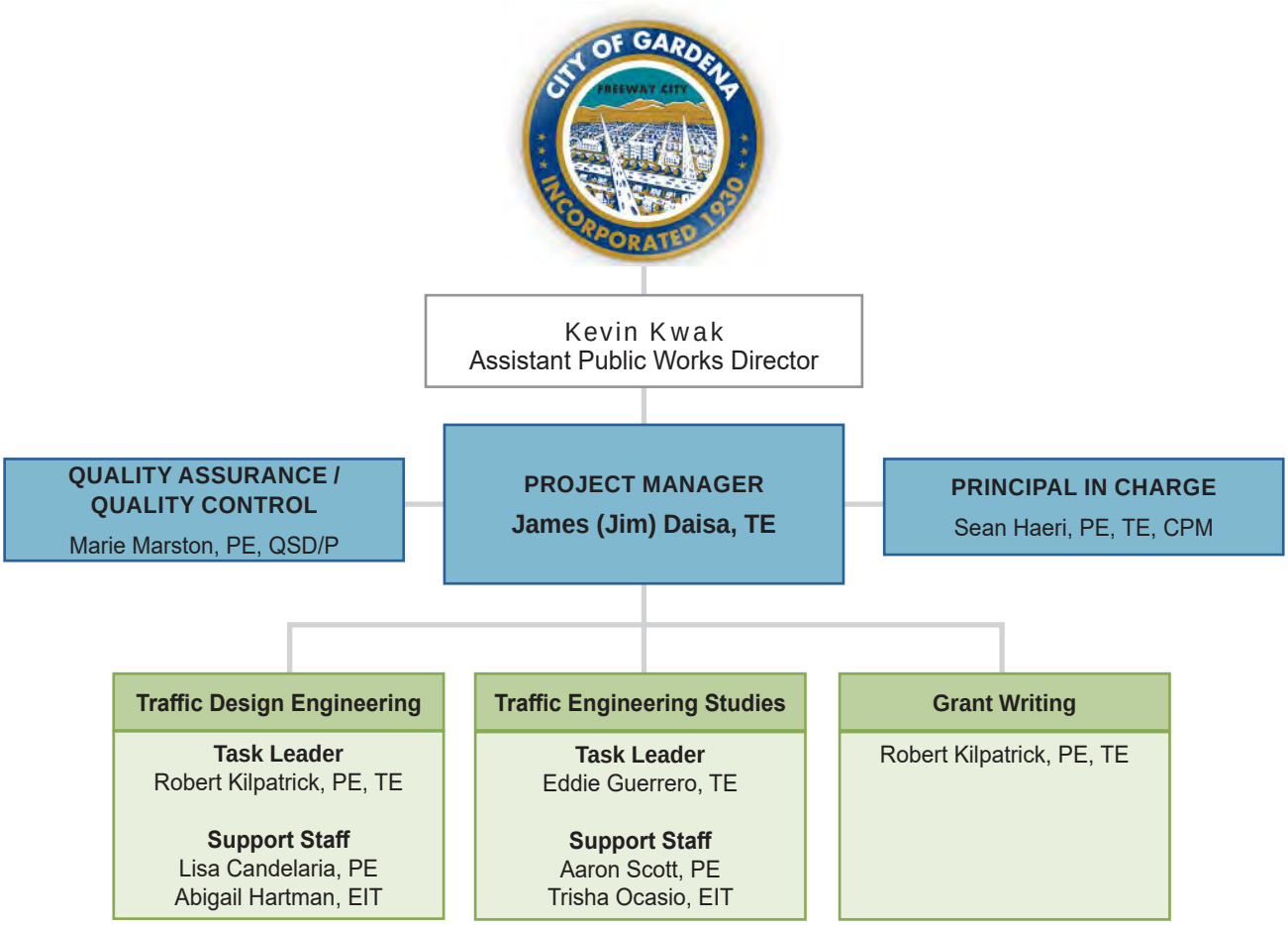
SECTION 4. ORGANIZATIONAL CHART

Our team includes Jim Daisa, TE, as contract manager and Sean Haeri, PE, TE, CPM as principal in charge. Assisting them will be a team of civil engineers, landscape architects, surveyors, and designers to lead the tasks requested.



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SECTION 5. SIMILAR PROJECTS

Below you will find a list of our current / recent projects in which similiar professional services to those listed in the RFQ have been provided.

Pacific Coast Highway (SR-1) Roadway Preservation Project in Two Locations, from Vista Del Sol to 7th Avenue in Laguna Beach, and from Crescent Bay Drive to Newport Coast Drive, Newport Beach, California



Scope: As part of an on-call contract, this task order was to rehabilitate the existing pavement, remove and reconstruct new guard rail and upgrade and construct new curb ramps (at SR-1/Vista Del Sol and SR-1/Reef Point Drive intersections) as stated in the Capital Preventive Maintenance Project Report (CAPM PR). The work also included roadway widening of approximately 600 feet on northbound Pacific Coast Highway in advance of the Newport Coast Drive intersection for a bike lane. DEA's responsibilities included preparing final TMP, utility conflict maps, pavement delineation plans, sign plans, stage construction and traffic handling plans, SWDR, specifications, and quantities and estimates. The stage construction and traffic handling plans were prepared for the SR-1 widening and curb ramp reconstructions. For the curb ramp reconstructions, a pedestrian detour path with channelizers, temporary curb ramp, and temporary traffic signal push button assembly and post was designed to be outside and next to the existing curb return..

Personnel: Marie Marston
Agency: City of Newport Beach
Contact: Dave Webb, Public Works Director
Role: Prime Consultant

Inglewood Transit Connector (ITC) Project Traffic Impact Analysis and Event Management Peer Review, Inglewood, California



Scope: DEA is providing peer review verification of traffic impact analysis determinations and developing alternative mitigation for potential adverse conditions scenarios. DEA traffic engineers are also providing peer review of Traffic Management Operation Plans and developing alternative access management scenarios to minimize peak traffic queuing conditions and intrusion to nearby residential communities.

Personnel: Eddie Guerrero
Agency: City of Inglewood
Contact: Louis Atwell, Assistant City Manager
Role: Prime Consultant

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Diaz Road Expansion, Temecula, California



Scope: DEA was tasked to prepare plans, specifications, cost estimates (PS&E), and related planning, environmental and right-of-way documents to improve Diaz Road from Rancho California Road to Cherry Street. In addition to extending Diaz Road, the project will also include improvements to existing segments of the road, including widening and modification to medians, sidewalks, and drainage. Traffic engineering plans prepared for the project include PS&E for modification to existing traffic signals, new traffic signals, and pavement markings and signing for the entire corridor. DEA prepared a traffic and VMT impact analysis for CEQA clearance as well as to inform the design of the intersections with respect to lane geometries and queuing storage length.

Personnel: Jim Daisa, Rob Kilpatrick,Trisha Ocasio
Agency: City of Temecula
Contact: Nino Abad, Senior Civil Engineer
Role: Prime Consultant

China Lake Boulevard Traffic Signal Coordination Project, Ridgecrest, California

Scope: DEA was retained by the City of Ridgecrest to provide design and construction oversight for the coordination of six traffic signals on China Lake Blvd. The project included the installation of Fiber Optic interconnect, radio communication, and establishing the communications to City Hall for implementation. DEA was assigned as the Resident Engineer for the project, which was an CMAQ grant, and included coordination between the City and Caltrans for the preparation of the Caltrans forms and invoices for approval.

Personnel: Rob Kilpatrick
Agency: City of Ridgecrest
Contact: Travis Reed, City Engineer
Role: Prime Consultant

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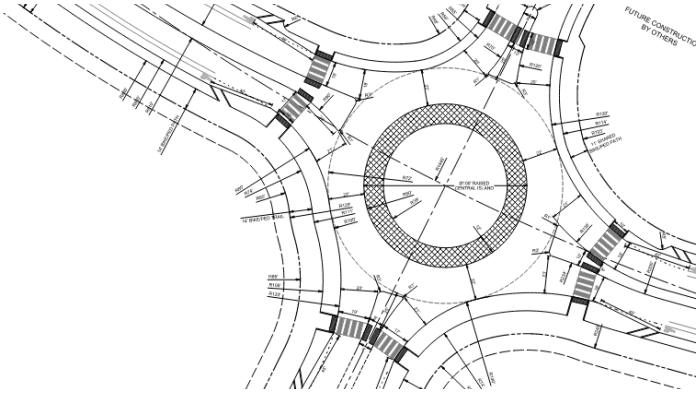
Westgate RAISE Grant Infrastructure, Fontana, California



Scope: In partnership with the City of Fontana and a private developer, DEA supported efforts to secure $15 million in Federal funding for capital improvements on Cherry Avenue and Victoria Street to transform the corridor from a two-lane unimproved rural highway to a four-lane urban complete street as envisioned in the city's General Plan. DEA is currently engaged in providing civil, traffic, surveying, permitting, mapping, and landscape design services on the project.

DEA prepared the environmental studies required by the grant manager (Caltrans) for NEPA approval and a VMT analysis for the City of Fontana as part of CEQA approvals. In addition, DEA prepared traffic engineering studies justifying and informing the design of the roadway and intersections comprised of warrant analyses, and a Traffic Operations Analysis Report including detailed intersection capacity analyses to determine traffic control, lane configurations, turn lane length, and signal phasing and timing.

DEA is now completing the design phase of the comprehensive package of improvements that include a realignment of Victoria Street to align with an existing signalized intersection on Cherry Avenue, a roundabout on Victoria Street, approximately two miles of roadway widening, new median construction, multi-use paths on both sides of Cherry Avenue in-lieu of sidewalks to encourage active transportation, and the design of associated infrastructure including landscaping and irrigation, storm drain, water quality, reclaimed water, domestic water, and sewer utility construction.

In addition to roadway and infrastructure design, DEA is providing traffic engineering design services which includes new and modified signal design plans for five intersections including the SR-210 / Cherry Avenue ramp intersections and requisite processing of Caltrans permits, traffic signal interconnect plans, signing and striping plans for the entire Cherry Avenue corridor, temporary traffic control plans for construction, cost estimating, and preparation of specifications for bid.

Personnel: Jim Daisa, Rob Kilpatrick, Trisha Ocasio
Agency: City of Fontana
Contact: Gia Kim, City Engineer
Role: Prime Consultant

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Citywide Traffic Engineering Investigations, Yorba Linda, California



Scope: DEA conducted a study for the establishment of speed zones citywide. The objective was to provide the City with a legally defendable Engineering and Traffic Survey Report that meets the requirements defined in California Vehicle Code 627, and 40802, and in accordance with the guidelines presented in the California Manual of Traffic Control Devices. DEA conducted speed zone surveys on 115 street segments. DEA also prepared a School Safety Assessment in coordination with the Placentia-Yorba Linda Unified School District (PYLUSD). The purpose was to determine if there were infrastructure issues that were under reported for all 14 schools within the City. The analysis consisted of a systematic assessment, with potential issues ranging from school zone signing, pedestrian and bicycle concerns, traffic jams and poor circulation resulting from picking up and dropping off students, and excessive idling vehicles in residential neighborhoods. The work included examining high crash concentrations and traffic volume locations, and with input from the City and PYLUSD, identified and prioritized potential projects and determined the appropriate countermeasures improvements to roadway segments, intersection improvements, signing and striping upgrades to be in compliant with the current CA MUTCD, and traffic safety improvements. Since a key element of potential grant funding is the benefit/cost ratio, various project types and options were examined.

Personnel: Rob Kilpatrick, Trisha Ocasio
Agency: City of Temecula
Contact: Tony Wang, Traffic Engineering Manager
Role: Prime Consultant

Raymond Avenue at Pico Street Traffic Signal Modification Project, Pasadena, California

Scope: A new medical office building is proposed at the southeast corner of the Raymond Avenue/Pico Street intersection. The project will remove the existing curb return at the southeast corner and reconstruct a new curb return north of the existing curb return location and as a result, two existing traffic signal poles at the southeast corner will need to be relocated at the new curb return location. The City also intends to replace the existing safety lighting luminaries with LED and existing detection cameras the latest detection cameras. DEA's scope of work included field review, traffic signal modifications, signing and striping plans, traffic control, pedestrian detour, temporary traffic signal, temporary signing and striping, signal communication, shop drawing review, and construction support.

Personnel: Marie Marston
Agency: City of Pasadena
Role: Prime Consultant

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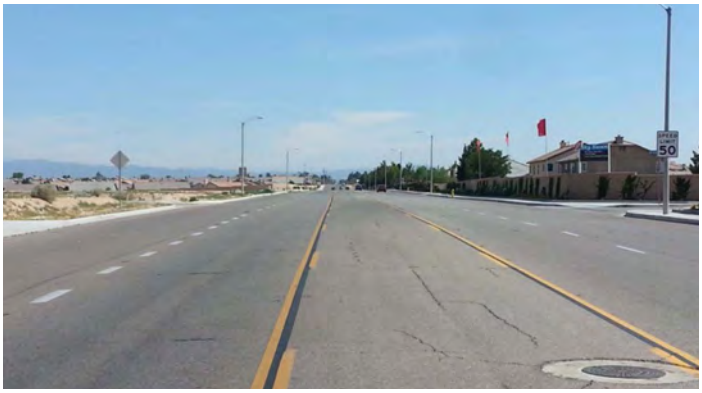
Civic Center Complete Streets ATP Application and PA/ED Approval, Palmdale, California



Scope: DEA prepared this comprehensive Complete Streets ATP project encompassing four major streets in the City of Palmdale's downtown civic center. The Civic Center area is the City's cultural, recreational, and economic development centerpiece containing public parks, theatrical playhouse, senior center, and housing authority funded mixed-use and live-work developments. DEA's involvement began with preparing the initial Active Transportation Planning (ATP) grant that led to the preparation of the conceptual design for the Complete Streets which is comprised of narrowing streets to accommodate bicycle lanes and wider sidewalks, integration of compact urban roundabouts to slow traffic, enhanced pedestrian crossings, and landscaping plans to provide shade for pedestrians. The project also includes the preliminary and final design of three compact roundabouts and two (2) mini roundabouts. The roundabouts were designed and reviewed by our in-house roundabout design team. The project also involved facilitating an outreach program with multiple key stakeholders including soliciting public input through public meetings and workshops. DEA's preliminary designs were used in a subsequent ATP application, which resulted in a $1.7 million ATP grant for the PA/ED, PS&E, and construction phases of the project. DEA prepared the successful ATP application, conducted the PA/ED phase of the project, completed the final engineering for construction, and is currently providing construction support services for this project.

Personnel: Rob Kilpatrick, James Daisa
Agency: City of Palmdale
Contact: Lynn Glidden
Role: Prime Consultant

Arrowhead Road/Seventh Street Complete Streets ATP, Victorville, California



Scope: DEA prepared the ATP application and the preliminary engineering services for the improvements along the two-mile corridor of Arrowhead Drive/Seventh Avenue in the City of Victorville. The Improvements proposed consisted of implementing a "Complete Streets" that included sidewalk enhancements, new Class II and Class IV bike lanes, ADA compliant curb ramps, and upgraded traffic control devices. The project involved facilitating public participation with various key stakeholders, including Public Meeting/Workshops. DEA's designs were used in an ATP application, which resulted in a $3.5 M ATP grant for the PA/ED, PS&E and construction phases of the project.

Personnel: Rob Kilpatrick
Agency: City of Victorville
Contact: Fredy Bonilla, Assistanc City Engineer
Role: Prime Consultant

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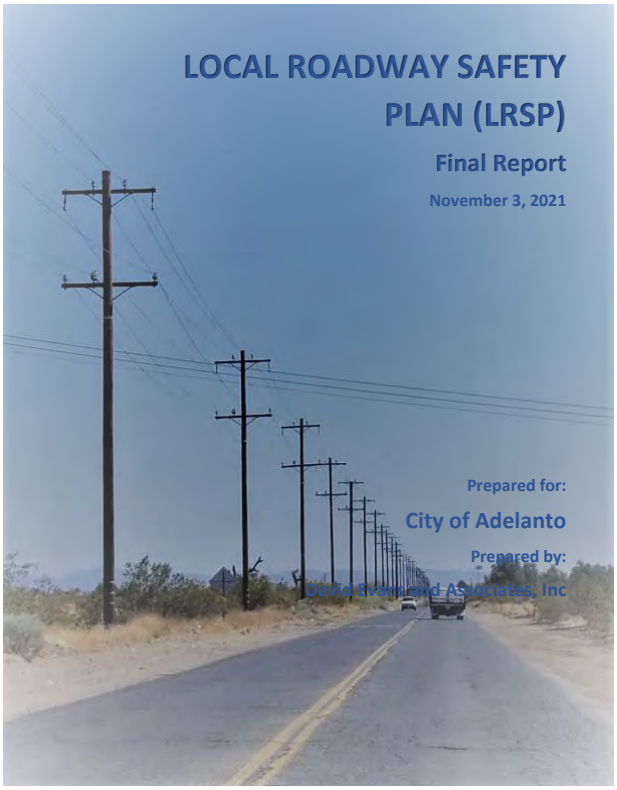
Local Road Safety Plan (LRSP), for the City of Adelanto, California



Scope: DEA provided design services for a Caltrans' funded citywide Local Roadway Safety Plan for the City of Adelanto. Using Statewide Integrated Traffic Record System (SWITRS) collision database, and SafeTREC's Transportation Injury Mapping System capabilities, six years of collision data was evaluated, distilled, ranked and prioritized into the top 20 high-risk intersections and the top ten high-risk roadway segments. Stakeholder outreach included interviews with County sheriff, County fire and EMS, and school officials. Ranking was based on two criteria. The primary criterion was weighting factors derived from the Equivalent Property Damage Only (EPDO) Average Crash Frequency method which is widely used in LRSP in California and secondary criterion based on the functional classification and traffic capacity of the streets being evaluated. The LRSP recommended a tiered set of improvements. Highest level tiers included regular programmatic data collection and updates include speed surveys and cordon traffic counts. Second tier recommendations include systemic countermeasures such as traffic signal installation, conversion to all way stop control, regular sign and pavement marking upgrades, and pedestrian and bicycle safety improvements. Third tier recommendations addressed improvements at specific intersections and roadway segments that ranked as very high-risk. The second and third tier recommended countermeasures conformed with Caltrans' HSIP fund eligible measures in the current Local Roadway Safety Manual.

Personnel: James Daisa, Rob Kilpatrick, Trisha Ocasio
Agency: City of Adelanto
Contact: Jessie Flores, City Manager
Role: Prime Consultant

Main Street and Sultana Street/Timberlane Avenue Traffic Signal, Hesperia, California

Scope: DEA is providing environmental clearance and civil design services to construct a new traffic signal, striping, and civil improvements at the intersection of Main Street and Sultana Street / Timberlane Avenue in the City of Hesperia. The project includes the construction of a new traffic signal, roadway widening to accommodate left-turn pockets, curb and gutter, sidewalks, curb ramps, crosswalks, and lighting. The construction of the proposed improvements will enhance the safety of pedestrians walking along and crossing the roadways at the intersection, in addition to providing better movement of vehicular traffic through the intersection.

Personnel: Rob Kilpatrick
Agency: City of Hesperia
Contact: Tina Souza
Role: Prime Consultant

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South Highland Avenue at Mango Avenue Traffic Signal Project, Fontana, California

Scope: This intersection was unsignalized and the T-intersection meets South Highland Avenue within a horizontal curve. The project proposes to signalize this intersection while constructing minor improvements including the construction of curb access return ramps to ultimate locations determined by the Circulation Master Plan, curb and gutter, and an asphalt concrete transition to the existing asphalt concrete pavement. Several proposed street realignment alternatives were studied to add a westbound left turn lane and avoid intrusion into Caltrans right of way. The City also intends to install fiber optic interconnect cable and conduit along South Highland Avenue from Highland Village Center to Mango Avenue to eliminate a gap in the existing infrastructure. Services included field investigation, utility research, sight distance analysis, street realignment study, street improvements, signing and striping, traffic signal, coordination with SCE, signal communication, street lighting, shop drawing review, and construction support.

Personnel: Marie Marston
Agency: City of Fontana
Contact: Gia Kim
Role: Prime Consultant

Traffic Reclassification Study for Santiago Canyon Road, Jeffrey Road Extension and Black Star Canyon Road, Orange County, California

Scope: The County of Orange desired to amend the County's Master Plan of Arterial Highways (MPAH) to reclassify a portion of Santiago Canyon Road, delete the proposed Jeffrey Road Extension from SR-241 to Santiago Canyon Road, and delete the Black Star Canyon Road from Silverado Canyon Road to the Orange/Riverside county line. These three projects are located in rural areas and their development would have significant traffic and environmental impacts in the area. To make these amendments required the preparation of a traffic study to evaluate current traffic conditions for these roads and compare current designations to proposed MPAH Amendment for 2040 traffic conditions.

The project involved coordination with numerous cities including Irvine, Orange, Lake Forest, and Tustin as well as Caltrans and OCTA. Two separate analyses were performed including a focused analysis for purposes of identifying the localized impacts of the MPAH downgrades on the adjacent roadway system. The second analysed included a wider study area requested by the City of Irvine to determine potential impacts within the North Irvine Transportation Mitigation (NITM) program area. MPAH analysis was prepared for existing year 2016 and cumulative year 2040. Intersection level of service analysis was performed for 33 intersections. Arterial roadway level of service analysis was performed for 382 arterial roadway segments. It was determined under post-2035 with project conditions the project would result in one impact at one intersection - Bake Parkway at Jeronimo Road. DEA identified mitigation measures for the intersection were determined along with concept sketches and cost estimates prepared.

Personnel: Marie Marston
Agency: County of Orange
Role: Prime Consultant

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SECTION 6. REFERENCES

Provided below are references from public agency clients for whom similar services have been provided within the past five years.

City of Inglewood
One Manchester Boulevard
Inglewood, CA 90301
Louis Atwell, Assistant City Manager
310.412.5333 | latwell@CityofInglewood.org

City of Newport Beach
100 Civic Center Drive
Newport Beach, CA 92660
Dave Webb, Public Works Director
949.644.3309 | dawebb@city.newport-beach.ca.us

City of Glendale
633 E. Broadway Room 204
Glendale, CA 91206
Armen Avazian, PE, ENV SP, Principal Civil Engineer
818.937.8246 | aavazian@glendaleca.gov

City of Burbank
275 E. Olive Avenue
Burbank, CA 91502
David Null, PE, MASCE
818.238.3946 | DNull@BurbankCA.gov

City of Palmdale
38300 Sierra Highway
Palmdale, CA 93550
Lynn Glidden, Civil Engineer
661.267.5315 | lglidden@cityofpalmdale.org

City of Ridgecrest
100 W. California Avenue
Ridgecrest, CA 93555
Travis Reed, City Engineer
760.499.5082 | treed@ridgecrest-ca.gov

City of Victorville
14343 Civic Drive
Victorville, CA 92393
Fredy Bonilla, Assistant City Engineer
760.955.5170 | fbonilla@victorvilleca.gov

City of Yorba Linda
4845 Casa Loma Avenue
Yorba Linda, CA 92886
Tony L. Wang, PE,TE, PTOE, Traffic Engineering Manager
714.961.7170 | twang@yorbalindaca.gov

City of Temecula
41000 Main Street
Temecula, CA 92590
Nino Abad, Senior Civil Engineer
951.694.6411 | nino.abad@temeculaca.gov

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SECTION 7. FEE SCHEDULE

*Rates Effective through February 28, 2025**

EMPLOYEE POSITION / TITLE	HOURLY RATE
Principal In Charge	$345.00
Project Manager	$250.00
Senior Traffic Engineer	$235.00
Project Engineer (Civil or Transportation)	$220.00
Senior Design Engineer	$165.00
Design Engineer	$150.00
Junior Engineer (Civil or Transportation)	$130.00
CAD Technician	$100.00
Project Assistant / Project Coordinator	$135.00
Administrative / Clerical / Project Accountant	$115.00

DIRECT COST	UNIT	AMOUNT
Parking	each	Per receipt
Mileage	mile	Per IRS rate
Courier/Mail	each	Per receipt
Copying B&W	each	$0.12
Copying Color	each	$0.90
Printing Services	each	Per receipt

NOTES:

1. Client shall pay the costs, plus 15%, for any applicable governmental fees, title company charges, subconsultant fees, outside vendor reproduction costs, in-house reproduction costs, mileage, and delivery or messenger services incurred on Client's behalf.
2. Mileage will be charged at the current IRS rate.
3. Authorized overtime will be charged at 1.5 times the above
4. Not all labor classifications are shown.

**rates subject to annual increase estimated at 3-5% escalation.*

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SECTION 8. RESUMES



James M. Daisa, TE | Contract Manager

DEA's proposed Project Manager, James Daisa, TE, is a traffic engineer registered in the State of California. Jim has over three decades of experience in managing multimodal transportation planning and traffic engineering projects for public agencies. His emphasis has been on the operations and conceptual design of context sensitive and complete streets, large scale safety studies, and transportation planning / traffic operations around transit stations and within transit corridors. This emphasis requires expertise in geometric design, traffic operations, systemic safety analysis, active transportation planning, environmental analysis, and stakeholder and community outreach. Jim's experience in designing safe multimodal streets has led to authoring engineering design guidelines for streets and transit facilities for institutions (ITE and the FHWA), transit agencies (FTA, OCTA, AC Transit) and municipalities across the United States. More locally, his conceptual design experience and implementation of safety programs has resulted in a thorough knowledge of applying the standards and guidelines in the California Manual on Uniform Traffic Control Devices (CA MUTCD), the Caltrans Highway Design Manual, the Local Roadway Safety Manual (LRSM), and other State guidance.

Jim has been managing transportation projects since 1990 and has been fortunate to learn and practice a spectrum of management approaches and project control tools through working at small and large global consulting firms over his career where lessons learned, and successes have allowed Jim to develop a management skillset that best satisfies his clients.

Project Experience:

Village Specific Plan Circulation and Parking Elements, Town of Apple Valley, California
Brightline West Apple Valley to Las Vegas High Speed Train Station, I-15 / Dale Evans Parkway Interchange Traffic Operations Analysis Report (TOAR) and Intersection Control Evaluation Study (ICE), Apple Valley, California
Jim served as project manager for the studies required by Caltrans to evaluate reconstruction of an I-15 interchange to accommodate the Brightline West High Speed Train track alignment and station platform. The TOAR encompasses near and long-term traffic operations analysis of I-15 and local streets. The ICE evaluated the interchange ramp termini for all-way stop, roundabout, and traffic signal control strategies. The ICE included a benefit / cost evaluation and a safety analysis to show predicted crash frequency and severity for each alternative using SPICE (Safety Performance for Intersection Control Evaluation) and methods from the Highway Safety Manual (HSM).

North 12th Complete Street / LRT Line Preliminary Engineering, City of Sacramento, California
Jim managed part of a multi-disciplinary team to prepare preliminary engineering for a proposed cycle track on North 12th Street from Richards Boulevard to Eighth Street. On the opposite side of North 12th Street is SacRT's bi-directional Blue Line LRT. His role included traffic forecasting, traffic operations, identifying basis for specialized traffic signal and bi-directional LRT / cycle track design, and first/last mile and ADA access, Crime Prevention Through Environmental Design (CPTED) strategies, and layout for the four LRT stations and bus stops with the improved segment.

Speed Zoning and Engineering Survey for Establishing Speed Limits, Adelanto, California
Jim was the project manager to prepare the mandatory update to Adelanto's citywide speed limit zoning. DEA surveyed and recommended new speed limits for seventy street segments covering every major corridor in Adelanto in precise accordance with the requirements of the California Vehicle Code and the California Manual on Uniform Traffic Control Devices. Defensible and enforceable speed limits require following a rigid protocol of data collection (including radar speed surveys and comprehensive field reviews of each speed zone), an

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analysis of collisions in each zone to determine if crashes could be reduced through a change in the speed limit, and identification of conditions not readily apparent to drivers in order to adjust speed limits to maximize driver safety while avoiding creating a regulatory environment that the prudent driver would find unreasonable.

State Route 4 / Bailey Road Pedestrian and Bicycle Improvement Plan, Contra Costa County, California
Jim served as Project Manager for the transportation element of this active transportation plan to connect an under-served community to the Bay Point BART Station. The result of the conceptual design effort is a plan for the corridor that fulfills the community's desire for Bailey Road to be safer for all modes of travel, and more walkable, bikeable, transit-oriented, and visually attractive. Essential features of the plan included reallocation of the right-of-way to accommodate up to 20-foot wide ADA compliant sidewalks with buffer zones between the curb and sidewalk; buffer zones planted with street trees; six-foot-wide bike lanes on both sides for the full length of the project; complete removal of one freeway loop off-ramp where bicyclists conflicted with uncontrolled traffic exiting State Route 4, an associated merge lane, and an undesirable pedestrian tunnel; re-configuration of another freeway loop off-ramp to a signalized T-intersection and removal of merge lane onto Bailey Road; narrower travel lanes which were excessively wide; safety enhancements and amenity improvements at important pedestrian crossings including the regional Delta De-Anza Trail crossing and bus stops at major intersections.

Transit Supportive Design Guidelines (TSDG), Orange County Transportation Authority (OCTA)
Jim managed an international multidisciplinary team of transportation professionals to modernize and expand OCTA’s bus stop safety and design guidelines into a comprehensive planning and engineering design resource for creating transit supportive places and transit facilities within OCTA’s network of bus routes, train stations, multimodal hubs, and the OC Streetcar system. The TSDG was developed into two primary elements: the planning part presents the fundamental principles and current best practices for designing communities that support transit and the design part presents detailed engineering design guidance for OCTA’s facility types including bus stops, transit centers, and park and ride centers. The design guidelines and best practices and innovative methods for first/last mile access to transit for pedestrians, bicycles and the disabled, transit priority measures, and passenger safety and security, along with new perspectives on the traditional engineering guidance for boarding areas, vehicle operations, roadway geometric design, lighting, and amenities.

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Sean Haeri, PE, TE, CPM | Principal-in-Charge

Sean is an experienced principal, self-motivated, high performer, and action-oriented with strong administrative and technical abilities. His responsibilities require effective communication and collaboration with executive and governmental audiences, other departments and outside organizations as well as providing coaching, strategic-thinking, technical and administrative staff support. Sean is a proven leader with over 30 years of professional experience in city government; as well as, 22 years of academic background as a college professor in project management, program development and management information systems.

Project Experience:

Leichty Middle and Neighborhood Elementary Schools Safety Improvement Project, and Active Transportation Project, Los Angeles, California
Sean is serving as project manager for this active transportation projects to help students gain access from their homes to the middle school and elementary schools in their neighborhood.

Sepulveda Boulevard Widening and Renovation Project, Los Angeles, California
The scope of this project included widening of Sepulveda Blvd. to include three full time lanes and an additional 10 foot space for full-time on-street parking. Also, based on extensive public outreach efforts, elements of streetscape and sidewalk improvements were added to the scope, to meet the community's requirement of creating an esthetically pleasing and pedestrian friendly corridor through this Westchester commercial district. Sean's role as the Project Manager was to oversee and participate in all public outreach meetings, work with the community members to develop an acceptable design concept, and oversee the design and implementation of the project. Sean's ability to work collaboratively with the community contributed to the success of this project and the buyoff of the Westchester stakeholders.

Lincoln Boulevard Light Rail/Bridge Project, Los Angeles, California
This project is to remove the existing bridge on Lincoln Blvd. over Ballona Creek and replace it with a new and modern bridge, twice as wide. Currently, this bridge is a bottleneck along Lincoln Blvd. where northbound lanes have to merge before the bridge, there are no Pedestrian Sidewalks or bike lanes across the bridge. This project will create continuity in both the pedestrian and bikeway facilities in addition to additional travel lanes to remove the existing bottleneck. The project also provides enough width for the future center-running Light Rail which is part of the Westside Mobility Study's proposed complete streets program. Sean's role in this project was to initiate the concept, design the layout, secure funding and oversee the environmental impact studies for both CEQA and NEPA clearances.

Bridge Replacement – Culver Boulevard at Lincoln Boulevard, Los Angeles, California
This project is to remove the existing bridge on Culver Blvd. over Lincoln Blvd. and replace it with a new and modern bridge, which has a much wider space between its footings to accommodate the widening of Lincoln Blvd. passing below. Currently, this bridge brackets the Lincoln Blvd. where northbound lanes have to merge before the bridge. This project will also provide both pedestrian and bikeway facilities in addition to additional travel lanes. The project will accommodate additional widening of Lincoln Blvd. for the future center-running Bus Rapid Transit which is part of the Westside Mobility Study's proposed complete streets program. Sean's role in this project was to initiate the concept, design the layout, secure funding and oversee the environmental impact studies for both CEQA and NEPA clearances. Due to the history of this project and the oppositions it had faced in the past, Sean sought input and comments from the Coastal Commission and the Wetlands Conservancy Group before initiating any work. This ground-work was necessary to gain the support of these entities, for the eventual success and approval of this project. Sean's due-diligence and advance collaborative work on this project, led to the approval of $1.5million for the EIR/EIS studies, currently underway, by the City Council.

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Marie Marston, PE, QSD/P | QA/QC

Marie has over 40 years of professional civil engineering experience. Her background includes general infrastructure and public works improvement projects including streets, site improvements for commercial and public facilities, hydrology and storm drains, right-of-way engineering, utility modifications, grading, retaining walls, as well as providing funding applications assistance. Her experience covers projects from inception to completion including project and program management, planning, design, and construction.

Project Experience:

I-15 / Cajalco Road Interchange Reconstruction, Corona, California
Marie served as project manager for the drainage and Storm Water Data Report (SWDR). The City of Corona proposed the reconstruction of the existing modified diamond interchange to a partial cloverleaf interchange. DEA was responsible for the final engineering (PS&E) for all drainage and stormwater improvements for the interchange project. The project included construction of a new overcrossing bridge for Cajalco Road, reconfiguration of all four existing ramps, and the addition of a new northbound loop on-ramp. The reconfiguration of the northbound off-ramp required construction of a bridge over Bedford Wash. The tasks included preparation of a SWDR, the Bedford Wash Bridge Hydraulics Report, hydrology and hydraulic studies, the drainage report, drainage plans, estimates and specifications. Marie also assisted with engineering services during construction.

Street Reconstruction Project, Zone G, Lomita, California
As project manager, Mare provided design services for this street reconstruction consisting of 20 street segments for a total of 2.35 miles. The project proposes removal and replacement of existing asphalt concrete pavement, removal of unsuitable base material, new base preparation, milling for specified areas, and asphalt concrete overlay. It also includes construction of 36 curb ramps to meet ADA standards. The project was divided into two bid sets with four phases to accommodate a separate waterline project the City is planning. The 26 plan sheets consisted of title, typical sections, layouts, curb ramp details, and signing and striping plans. Some streets are planned for cold milling and overlay while others are planned for complete structural section replacement.

Alicia Parkway and Marina Hills Drive Pavement Rehabilitation Project, Laguna Niguel, California
As project manager Marie prepared final design PS&E for street rehabilitation on Alicia Parkway from Highland Avenue to Crown Valley Parkway and on Marina Hills Drive from Niguel Road to Golden Lantern. The two projects were prepared with three separate bid packages – two for Alicia Parkway and one for Marina Hill Drive. Alicia Parkway is a six-lane roadway with sidewalks and landscaping. A total of 16 sheets were prepared for the two Alicia Parkway bid sets including title, typicals, curb ramp details for 14 curb ramps, layout, signing and striping, and traffic signal modifications.

SR-210 / Pepper Avenue Interchange, Rialto, California
Marie served as project manager responsible for the preparation of a combined PSR/PR, an environmental document, and PS&E for a new diamond interchange on SR-210 and extension of Pepper Avenue. The project included development of geometrics and geometric approval drawings, a detailed traffic impact analysis including forecasting and modeling, preparation of a combined Project Study Report/ Project Report, fact sheets for exceptions to both advisory and mandatory standards, utility modifications to existing and planned facilities, risk analysis, surveys, right of way engineering and acquisition, a traffic management plan, stage construction plans, three new signals, drainage and storm water data reports, location hydraulic and summary floodplain encroachment report, landscape architecture, geotechnical investigation and study, hazardous materials investigation and study, preparation and coordination of technical studies leading to an environmental document meeting CEQA and NEPA requirements, and mitigation measures for sensitive species protection during construction.

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Robert Kilpatrick, PE, TE | Traffic Engineer / Grant Writer

Rob has 39 years of civil and transportation engineering experience. His areas of expertise include streets, transportation services, traffic impact analysis, traffic signal design, and traffic operations. During his career, he has completed more than 80 traffic studies for various agencies throughout Southern California. His traffic signal modification experience includes designing more than 60 signals for intersections located across the Southland. Rob has presented many projects to city planning commissions and city council meetings. Having served as principal engineer and project manager, Rob's technical proficiency and effective management skills add value to every project.

Project Experience:

Civic Center Complete Streets ATP Application and PA/ED Approval, Palmdale, California
Rob served a project manager and prepared the ATP Application and conducted the PA/ED approval work for the Complete Streets project in the Civic Center area of the City of Palmdale. Improvements proposed consist of implementing a “Complete Streets” element that includes crosswalk enhancements, bulb-out crossings, new Class II bike lanes, mini-roundabouts, sidewalk gap closures, ADA-compliant curb ramps, and upgraded traffic control devices. DEA’s designs were used in the ATP application, which resulted in a $1.7M ATP grant for the PA/ED, PS&E and construction phases of the project.

Traffic Signal Installation, China Lake Boulevard and Rader Avenue, Ridgecrest, California
Rob was project manager for this project that involved the installation of a traffic signal at the intersection of China Lake Boulevard and Rader Avenue. He led the team providing traffic engineering services and construction management. The project’s scope also included a traffic warranty study, Caltrans local assistance, preparing bid documents, and assisting with the bid process. Extensive coordination with the City and Caltrans were undertaken by Rob.

Active Transportation Plan (ATP) Grant Application and Preliminary Engineering, Palmdale, California
Rob served as the project manager for two ATP grant applications which included preliminary plan design for traffic calming and sidewalk improvements. An application was prepared for “Complete Street” improvements on Avenue R from Sierra Highway to 25th Street East. Elements in the plans make provisions for improved pedestrian, bicycle, and bus turnouts (transit) for the roadway.

Multi-Jurisdictional Safe Route to School ATP Application, Victorville, California
Rob served as the Project Manager in the site investigation, preliminary engineering, and cost estimates for Safe Routes to School projects at six elementary and middle schools in the Victor Elementary School District, and four schools in the Adelanto Elementary School District. The project involved the coordination with the Victor Valley Safe Route to School Task Force Committee, which is made up of representatives of all of the Victor Valley schools. Proposed improvements developed as a part of the project included bulb-outs, sidewalk gap closures, and speed feedback signs.

Barstow Road (SR 247) and Rimrock Road – HSIP Grant Application and Design of Intersection Improvements, Barstow, California
Rob was the project manager for this City of Barstow project to provide engineering for modification of the traffic signal at the intersection of Barstow Road (SR 247) and Rimrock Road. The project was funded by a Caltrans HSIP grant for which DEA prepared the application. DEA prepared the intersection/ADA ramp improvement plans, traffic signal modification plan, signing and striping plans, cost estimates, bid documents, and utility coordination. In addition, DEA prepared the environmental approvals, processed the Caltrans Encroachment Permit, and assisted the city with their preparation of the Request for Authorization (E-76) forms for approval by Caltrans. and construction phases of the project.

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Eddie Guerrero, TE | Traffic Engineer

Eddie is an experienced manager, self- motivated, high performer and action-oriented with strong administrative and technical abilities. He is a proven leader with over 30 years of professional experience in city government where he excelled in delivering dozens of multi-modal and multidisciplinary capital-intensive projects. Eddie is well versed in the current state directives required for transportation analysis with respect to the new SB743 VMT performance metric and the impact threshold guidance published by the Office of Planning and Research as well as the myriad of Transportation Demand Management strategies that have been quantified as the means for achieving the goals of SB743.

Project Experience:

Inglewood Transit Connector (ITC) Project Traffic Impact Analysis and Event Management Peer Review, Inglewood, California
DEA is providing peer review verification of traffic impact analysis determinations and developing alternative mitigation for potential adverse conditions scenarios. DEA traffic engineers are also providing peer review of Traffic Management Operation Plans and developing alternative access management scenarios to minimize peak traffic queuing conditions and intrusion to nearby residential communities.

Lincoln Boulevard Multimodal Transportation Improvement Project, Los Angeles, California
Eddie served as the Project Manager, responsible for coordinating this multi-jurisdictional project that included buy-in from the California Coastal Commission, California Department of Fish and Wildlife and the Ballona Wetlands Restoration Group in addition to various other County and State agencies. As the project manager, Eddie guided all aspects of the environmental review process for the project EIR/EIS, which included a very complex right-of-way review to accommodate the new roadway alignment for the bridge expansion.

North Hollywood (NOHO) to Pasadena Bus Rapid Transit (BRT) Project, California
Eddie served as project manager for this complex mass transit project that crosses four jurisdictions, including the Cities of Burbank Glendale and Pasadena. The western terminus of the project is located in the Los Angeles community of North Hollywood which required significant multi-modal coordination to ensure the successful integration of bicycle and pedestrian access connections with the Metro Orange Line. Before reaching the project's eastern terminus in Pasadena, the project traverses the Los Angeles community of Eagle Rock where the project will re-configure the mixed flow operation to create a dedicated bus-lane. To ensure appropriate consideration of this proposal, Eddie directed the detailed traffic analysis that included an extensive traffic diversion review.

Los Angeles Westside Mobility Plan, California
Eddie served as the project engineer for this program that required a multi-disciplinary team of consultants and City staff to develop a long-term and comprehensive mobility plan for the Westside of Los Angeles, to promote increased transit, pedestrian and bicycle usage, along with first/last mile gap closures initiatives and parking policies. The project is intended to serve as a catalyst to promote the actions needed to implement a wholistic mobility blueprint for all modes of travel including a thorough evaluation of several potential north/south light rail corridor connections which currently is non-existent west of the I-405 freeway. To properly develop the Plan the project required a significant outreach effort stretching across multiple Los Angeles communities as well various public agencies including Santa Monica, Culver City, Caltrans and LA County Metro. To ensure that all stakeholders were provided ample opportunity to submit input, the project executed a broad outreach plan that included multiple project workshops at various venues throughout the project area. The plan also included the updating of two transportation impact assessment fee programs that serve to provide seed-money funding for proposed plan projects that will require regional funding to implement. Updating the fee program required an extensive nexus analysis to ensure that the cost to implement the Plan's regional projects program would be distributed equitably through the fee program.

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Lisa Candelaria, PE | Engineer

Lisa has 18 years of expertise in traffic engineering design and analysis. Her proficiency in traffic engineering and analysis is comprehensive and encompasses a wide range of critical aspects, including corridor planning and analysis, level of service operational analysis, capacity analysis, trip generation and assignment, and crash analysis. Her skills encompass a wide range of aspects including intersection, signal, and multimodal improvements.

Project Experience:

Parker Road/Quincy Avenue/Smoky Hill Road Intersection Improvements, Aurora, Colorado
DEA conducted a study of the Parker Road and Quincy Avenue intersection to identify improvements for the multimodal transportation system with near-term, fundable solutions. Recommendations focused on the intersection lane configurations and phasing, plus new and improved sidewalk/trail connections. Following the study, DEA supported the city with a successful application for DRCOG TIP funding. DEA is currently completing the design and NEPA documentation, including coordination with the CDOT Local Agency unit.

Vasquez Blvd. I-270 to 64th, Commerce City, Colorado
DEA is providing environmental, traffic, and design services for Vasquez Boulevard between I-270 and 64th Ave. The work includes advancing short-term safety and operational improvements from the Vasquez Boulevard PEL Study, including an alternatives analysis prior to starting early NEPA activities.

Mineral Mobility Improvements, Littleton, Colorado
The goal of this project is to improve multimodal access in and around the area of the Mineral Light Rail Station. The project included examining existing conditions, developing/screening alternatives, and then selecting and designing the preferred concept. Throughout the project, we integrated feedback from the focus group and public engagement to refine recommendations. We applied our knowledge from design projects within the planning process to identify potential issues within the conceptual design phase to prevent rework in the design phase. Recommended concepts included a protected intersection, trail improvements, protected bike lanes, improved trail crossings, and intersection improvements. The project is being phased utilizing multiple funding sources to meet funding requirement deadlines while preparing for ever-increasing construction costs.

US 40/Colfax Avenue Complete Streets, Golden, Colorado
DEA is performing planning and design services to improve pedestrian, bicycle, and regional transportation connectivity along US 40. The project includes developing and screening multimodal alternatives, safety and traffic analysis, the final design of a preferred alternative, compliance with CDOT Local Agency requirements, and public outreach. The goal is to identify optimal connectivity for all modes while limiting right-of-way and other impacts. DEA is working with the City to identify near-term multimodal improvements and providing data, analysis, and information for concurrent efforts to gain additional funding for long-term multimodal facilities via grant application opportunities.

32nd Avenue Multimodal Improvements, Wheat Ridge, Colorado
DEA is contracted with the City of Wheat Ridge to provide professional design services for improving bicycle connectivity along 32nd Avenue underneath the I-70 bridge. DEA is currently working with the city to analyze and develop the new bicycle facilities considering on-street vs. off street options, cross section and lane modifications requiring relocation of curb and gutter, impacts to existing walls and structures, utility impacts, pedestrian lighting improvements, and bike signal detection. Project tasks include public information, data collection, environmental clearances and CDOT permitting, development of alternatives, design phase services, cost estimating and bidding assistance.

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Abigail Hartman, EIT | Civil Designer

Abigail is an engineering designer with experience in both public and private works projects. In addition to Civil 3D drafting and design principles, Abigail possesses applicable knowledge of and work experience in CPM scheduling and planning, earned value concepts, SOV generation, materials sourcing, proposal and take-off generation, general contracting, survey mapping and survey data processing, and safety program implementation.

Project Experience:

Neighborhood Safety Project, Twentynine Palms, California
DEA was selected to provide design services for traffic safety improvements including intersection pavement marking upgrades and installing advance flashing beacons for a project area encompassed by three residential neighborhoods. The project includes slurry seal, traffic signing and striping, pavement markings, design for 12 new flashing beacons, and traffic control plans to facilitate construction of the contemplated improvements Abigail provided drafting services and cost and quantity estimates.

Diaz Road Expansion, Temecula, California
Abigail has provided AutoCAD drafting services as well as project scheduling for the Diaz Road Expansion project. Under a contract with the City of Temecula, DEA engineers are currently preparing plans, specifications, cost estimates (PS&E), and related planning, environmental and right-of-way documents to improve Diaz Road. In addition to extending Diaz Road, the project will also include improvements to existing segments of the road, including widening and modification to medians, sidewalks, drainage and traffic signals.

Main St. & Sultana St. / Timberlane Ave. Traffic Signal, Hesperia, California
Abigail provided engineering design and drafting for a new traffic signal and other improvements at the intersection of Main St. & Sultana St. / Timberlane Ave. The project includes the construction of a new traffic signal, roadway widening to accommodate left-turn pockets, curb & gutter, sidewalks, curb ramps, crosswalks, and lighting. The construction of the proposed improvements will enhance the safety of pedestrians walking along and crossing the roadways at the intersection, in addition to providing better movement of vehicular traffic through the intersection.

Various Street Improvements, Los Angeles, California
Abigail provided engineering design, drafting, and quantity and cost estimating on the Elden Elms STI and TRA Improvements. The project design included the evaluation of existing pedestrian corridor compliance with ADA and the addition of curb extensions, parkway improvements, and curb ramp design. The final design included civil engineering plans, specifications, and engineer's cost and quantity estimates. The final PS&E is in accordance with the City standard design documents and manuals.

Jefferson Boulevard Complete Streets, Los Angeles, California
Abigail provided drafting support for this project in the City of Los Angeles. DEA is preparing the construction plans for 1 mile complete street corridor improvement, which include street, sidewalk, curb ramp, lighting, landscaping, and other street improvements. Responsibility includes delivering civil engineering plans and profiles, landscape architecture plans, traffic signal and striping plans, construction specifications, bid documents, and engineering cost and quantity estimates.

26-20th Street West Traffic Study, Lancaster, California
DEA prepared the signing and striping plans for the proposed street improvements on 20th Street West along the project frontage. This included the preparation of the geometric layout for the proposed median improvements and striping. This was prepared for review and approval by the City of Lancaster Engineering Department prior to the preparation of the final plans. The plans were prepared in accordance with the City of Lancaster and CA MUTCD requirements. Abigail assisted with updating the signing and striping plan for submittal.

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Aaron Scott, PE | Traffic Engineer

Aaron has nine years of experience in traffic analysis and engineering design. He brings a strong background in solving complex roadway conditions through traffic analysis that leads to comprehensive design. He has expertise in demand modeling, utilizing the DRCOG Compass and FOCUS models, and has experience reviewing and making changes to the DRCOG model land use dataset and transportation network, as well as post-processing model output to develop reasonable daily and peak hour turning movement traffic forecasts. Aaron provides design support for construction traffic control plans, traffic signals, and signing and striping.

Project Experience:

Chambers Road over Sand Creek Bridge Rehabilitation/ Repair, Aurora, Colorado
Aaron is serving as traffic engineer for the rehabilitation/repair to the Chamber Road Bridge over Sand Creek structure in Aurora, Colorado. Due to continued growth in the surrounding area, it is critical that the existing bridge structure be rehabilitated to ensure safety and structural integrity. Structural repairs include but are not limited to bridge rail rehabilitation, girder spall repairs, joint replacements, and girder end repairs. DEA's scope for this federally funded project includes close coordination with the Colorado Department of Transportation (CDOT), structural design, construction traffic control, stormwater management plans, and environmental permitting.

8th Over South Platte River Bridge Replacement, Denver, Colorado
Aaron served as a traffic engineer on this project. His tasks included signing and striping design on West 8th Avenue, as well as bike detour plans for construction and a signal design at 8th Avenue and Zuni Street. This bridge provides an essential connection for local and regional multimodal traffic accessing the east and west sides of the South Platte River in the area.

High Line Canal Trail Underpasses Preliminary Design, Southeast Denver, Colorado
Aaron served as traffic engineer on this project. His tasks included traffic control signing during construction and determining traffic control devices. This TIP-funded project includes a new trail connection and two pedestrian/bicycle underpasses. The underpasses are expansive box culverts that accommodate paved pedestrian/bicycle trails. Between the two underpasses, a new trail segment was built within the historic Wellshire Golf Course.

2019 Bike Lanes Package 4, Denver, Colorado
DEA is completing this project as part of CCD's next phase of the bikeway project implementation. The project consists of bike lanes and buffered bike lanes associated with 2020-2023 paving operations. Our team started with collecting existing conditions, including parking utilization, traffic counts, speed, and current bike facilities to inform alternatives. After confirming the selected cross section for each segment, we developed signing and striping plans. This project involved concurrent management of 8 individual projects, all with different scopes, schedules, and expectations. As the program needs evolved, Velvet worked closely with the CCD PM to adjust schedule and sometimes even scope to deliver the projects on time.

Americans with Disabilities Act Ramp Compliance Verification Program, Denver, Colorado
Aaron collected data in the field to verify that constructed sidewalk ramps conformed to Americans with Disabilities Act (ADA) specifications.

Santa Fe Planning and Environmental Linkages Study, Colorado
DEA is leading alternatives evaluation and conceptual design tasks to assess existing conditions and develop and evaluate alternatives for transportation improvements for an 11-mile stretch along Santa Fe Drive between C-470 and I-25. DEA is working with the corridor agencies on the development of corridor concepts to move forward through the evaluation process. Aaron served as traffic engineer.

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Trisha Ocasio, EIT | Traffic Designer

Trisha has 10 years of experience that includes trip generation, manual trip distribution, forecast model post processing, capacity analysis calculations, queuing analysis, weaving analysis, roadway segment analysis, and site access analysis. She has experience with Synchro plus SimTraffic 11 Signal Timing and Analysis Software developed by Trafficware as well as Sidra Intersection 7.0 developed by Akcelik and Associates Pty Ltd. She has experience with the Caltrans Traffic Operations Policy Directive #13-02 Intersection Control Evaluation, traffic signal warrants, and multi-way warrants. Her areas of expertise include traffic impact studies, intersection control evaluations, hot spot identification, and traffic safety analysis.

Project Experience:

Traffic Engineering Services for Citywide Engineering and Traffic Survey, Yorba Linda, California

Trisha assisted with the speed zone study and preparing figures for the establishment of speed zones citywide. Her involvement included reviewing radar study data, researching crash data, and reviewing MUTCD standards. DEA's objective for this project is to provide the City with an Engineering and Traffic Survey Report that meets the requirements defined in California Vehicle Code 627, and 40802, and in accordance with the guidelines presented in the California Manual of Traffic Control Devices (CAMUTCD).

Dockweiler Extension, Santa Clarita, California

Trisha provided traffic engineering design for the Dockweiler extension project which included a new at-grade crossing at the Metrolink and Union Pacific rail road corridor. The project included approximately 1-mile of new roadway as well as the closure of the at-grade crossing at 13th Street. The design team developed the Project Study Report Equivalent (PSRE) and Environmental Document. Coordination with both Metrolink and the California Public Utilities Commission was key to obtaining the crossing improvement approvals.

Jamboree Road Widening, Irvine, California

Trisha provided traffic design for this roadway widening project on Jamboree Road between the I-405 northbound on/off rams and Kelvin Avenue. This eight lane major arterial roadway was widened to add a fifth northbound and southbound lane to accommodate increased traffic due to adjacent commercial development. DEA's land surveying group provided topographic design surveying, right-of-way mapping, and legal descriptions for the project.

Main St. & Sultana St. / Timberlane Ave. Traffic Signal, Hesperia, California

Trisha provided design and drafting for a new traffic signal and other improvements at the intersection of Main St. & Sultana St. / Timberlane Ave. The project includes the construction of a new traffic signal, roadway widening to accommodate left-turn pockets, curb & gutter, sidewalks, curb ramps, crosswalks, and lighting. The construction of the proposed improvements will enhance the safety of pedestrians walking along and crossing the roadways at the intersection, in addition to providing better movement of vehicular traffic through the intersection.

Bear Valley Road Bike Path, Apple Valley, California: (Staff Engineer)

Trisha assisted the team in the preparation of final improvement plans for construction of a new Class 1 Bike Path on the north side of Bear Valley Road, from Reata Road to the upper Victor Valley College campus. The bike path is proposed to be adjacent to the north pavement edge from Reata Road westerly to Fish Hatchery Road. One segment is separated by the Mojave River Bridge, which is broken into two segments. West of Fish Hatchery Road, the bike path is proposed to traverse up the existing hill along Bear Valley Road from Victor Valley College lower to upper campus. This hill is approximately 50-feet in height, and the bike path will be designed in accordance with the Caltrans Bicycle Transportation Design guidelines as presented in the Highway Design Manual. Services include alternative alignment analysis, topographic mapping, utility coordination, cost estimates, and preparation of the final improvement plans.

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APPENDIX
Agreement Exceptions

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - General Civil Engineering Design
      - Construction Management and Inspection
      - Traffic Engineering
      - Architecture and Landscape Architecture
      - Geotechnical Engineering, Geology and Material Testing
      - Staff Augmentation

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person ~~immediately~~ promptly upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain ~~or exceed~~ the level of competency presently maintained by other similar practitioners in the State of California practicing under similar circumstances, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished

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under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference**.** In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (~~45~~) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be ~~no less than~~ one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be ~~no less than~~ one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional ~~Errors & Omissions ("E&O")~~Liability Insurance – a policy with minimum limits of ~~not less than~~ One Million Dollars ($1,000,000.00), combined single limits, per ~~occurrence~~ claim and aggregate. ~~Architects' and engineers' coverage shall be endorsed to include contractual liability.~~ If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said ~~E&O~~Professional liability insurance during the life of this Agreement and for three years after

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completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by ~~the policies or endorsements~~certificates of insurance to the policies:

   a. Additional insureds (applicable to commercial general and automobile liability policies only): "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced to no longer meet the requirements of this Agreement, until thirty (30) days after written notice is given to City."

   c. Other insurance (applicable to commercial general and automobile liability policies only): "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

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E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

Commented [JV1]: It is customary for a firm of our size to have a professional liability insurance deductible larger than $25k.

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy~~, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City~~. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City which may be redacted at the Consultant's or the Consultant's insurers' discretion to protect confidential or proprietary elements of the policies.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to ~~defend,~~ indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees to the extent caused by and ~~and volunteers~~ arising out of the negligent acts, errors or omissions in the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. ~~The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable.~~

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Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the ~~sole~~ negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence as it would its own similar information but in no event use less than reasonable care and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law, rule, regulation, court order or governmental investigation. Consultant agrees to release such information or material only to employees or Sub-consultants who have agreed to keep the information confidential in accordance with this Agreement~~signed a nondisclosure agreement, the terms of which have been previously approved by City~~. Consultant agrees to implement reasonable ~~physical, electronic, and managerial~~ safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business

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associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including reasonable attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the reasonable control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be ~~fully~~ responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of ~~all~~ conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall ~~immediately~~ promptly inform City and shall not proceed, except at

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Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations in force during the Services;

    C. Any additional records deemed necessary by City to assume verification of ~~full~~ compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the substantially prevailing party in the legal action shall be entitled to recover reasonable attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA	CONSULTANT – XYZ
_____	_____
Tasha Cerda, Mayor	Name
ATTEST:	Sign: _____
	Title:
_____	_____
Mina Semenza, City Clerk	Name
APPROVED AS TO FORM:	Sign: _____
	Title:
_____	
Carmen Vasquez, City Attorney	

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DAVID EVANS
AND ASSOCIATES INC.

www.deainc.com

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH
DMS CONSULTANTS, INC.

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **DMS Consultants, Inc.,** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - General Civil Engineering Design

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9, 2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in

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progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently

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and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall

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comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	DMS Consultants Inc. 12371 Lewis Street, Suite 203 Garden Grove, CA 92840 Attn: Surender Dewan President

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – DMS Consultants, Inc.

Surender Dewan
_____
Name

Sign: Surender Dewan
_____
Title: president

Surender Dewan
_____
Name

Sign: Surender Dewan
_____
Title: Secretary

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX “A”

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference**.** In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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Statement of Qualifications

On-Call Professional Services For General Civil Engineering Design

Presented To:

City of Gardena

Kevin Kwak
Assistant Public Works Director
Public Works Department
1717 West 162nd Street
Gardena, California 90247-3778

Presented By:

DMS Consultants, Inc.

12371 Lewis Street, Suite 203
Garden Grove, California 92840
714.740.8840

June 13, 2024

Docusign Envelope ID: 88E57D7C-28C3-4608-B666-95200498CBE4

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DMS CONSULTANTS, INC.
CIVIL ENGINEERS

June 13, 2024

Kevin Kwak
Assistant Public Works Director
City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, California 90247-3778

SUBJECT: **RFQ On-Call Professional Services**
General Civil Engineering Design

Dear Mr. Kwak:

DMS Consultants, Inc. is pleased to present our proposal for On-Call Professional Services in the category of **General Civil Engineering Design.**

Mr. Surender Dewan, President of DMS Consultants, Inc., will serve as the principal point of contact for the City of Gardena's on-call services. As such, Mr. Dewan would be responsible for the overall scheduling and budget control, and would be available to meet with the City to discuss the projects as required, and shall not be replaced without prior concurrence with the City of Gardena.

In accordance with the requirements set forth in the City's RFQ, the following statements are provided:

- DMS Consultants, Inc. hereby affirms its acceptance and willingness to comply with all of the terms and conditions contained in the sample Consultant Agreement provided, including insurance requirements set forth by the City.
- DMS Consultants, Inc. has received and acknowledges Addendum 01, dated June 4, 2024 in reference to the RFQ dated May 2024.

We sincerely appreciate your consideration of our team for inclusion on the City's approved on-call list of qualified consultants to provide On-Call Professional Civil Engineering Services and we hope that our past experience, record of performance, and sincere interest in working with the City of Gardena will result in a favorable consideration. We look forward to the opportunity of working with you and your staff.

Sincerely,
DMS Consultants, Inc.

Surender Dewan, P.E.
President

12371 Lewis Street, Suite 203, Garden Grove, CA 92840
714.740.8840 | fax: 714.740.8842 | Surender@DMSconsultantsinc.com

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FIRM QUALIFICATIONS AND EXPERIENCE

Firm Profile

Project Understanding

Methodology and Project Approach

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Firm Profile

DMS Consultants, Inc. is a California Corporation established in 1994. Our firm provides civil engineering and related services to municipalities, government entities, and private industries throughout Southern California. As a small business, we are committed to personal service, high quality products, close communications, and enduring client relationships. With a staff of registered civil engineers, designers, and surveyors, DMS Consultants, Inc. is uniquely qualified to respond to the diverse needs of our clientele.

DMS Consultants, Inc. is dedicated to technical excellence and high-quality services. A team approach is taken to every project undertaken, with a Project Engineer directing, managing, and acting as the central design figure in the work. Our firm strives to maintain a high level of communication with the client and jurisdictional agencies.

We are acutely aware of the value and importance of providing close individual attention to each project and to working within the constraints of time and budget. We also know that the success of our firm rests clearly on the management, competence, and expertise of our professional staff and team.

DMS Consultants, Inc. has worked with public agencies throughout Southern California for 30 years and have held on-call civil engineering design contracts with the City of Cerritos, City of Costa Mesa, City of Diamond Bar, City of Fountain Valley, City of Fullerton, City of Gardena, City of Irvine, City of La Mirada, City of Newport Beach, City of Norwalk, City of San Dimas, and City of South Gate.

Project Understanding

We fully understand the critical and typically time-sensitive nature of delivering on-call services, and the need to have experienced and committed teams ready to successfully deliver the City's needs. To successfully accomplish this, our team will provide the following services, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NPDES documents/reports.
- Geotechnical engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right-of-way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

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Knowledge of City, County, State, and Federal Codes and Procedures

The professional staff at DMS Consultants, Inc. has built extensive partnership with various local, state, and federal agencies in the planning, funding, permitting, inspecting, and completing a myriad of horizontal and vertical capital improvement and emergency repair projects since the 1990's. These agencies include metropolitan transit authorities, cooperative local and county public works jurisdictions, the Santa Ana Regional Water Quality Board, South Coast Air Quality Management Board, the California Department of Transportation, the US Army Corps of Engineers, the US Coast Guards, and others.

DMS Consultants, Inc. and its partners have enjoyed 100% success rate in assisting agencies with applying for and securing approvals in program funding requests, design exceptions, reporting requirements, reimbursement requests, and completion audits. These programs included SB1, FTIP, STIP, CTFP, RTSSP, PMRF, OCCSP, HBP, BPMP, 408 Permits, and others.

Quality Assurance and Quality Control

DMS Consultants, Inc. has an established quality assurance and quality control program that we undertake for all our design services. The primary elements include:

- Ensure that a quality design has been provided to the City which meets our requirements as well as the City's.
- Verify that a cost effective analysis approach was followed to achieve the City's specific goals and objectives.
- Provide continual assessment and tracking of project schedule.
- Retention of documents with highlighted markings and redline comments and verify that required revisions are incorporated into the updated documents.
- A peer review will be conducted by our senior professional staff to solicit critical comments and verify correctness.
- A complete construction review for constructability and bid ability of the complete PS&E package will be prepared prior to final submittal.

Disciplinary Action Statement

This is to state that DMS Consultants, Inc. has no disciplinary actions taken against our firm nor are any pending.

Insurance

DMS Consultants, Inc. carries general liability, professional liability, automobile liability, and workers' compensation insurance in the amounts required by the City of Gardena. All requirements set forth by the City will be met and the insurance certificate will be in a format satisfactory to the City Attorney before entering into contractual agreement.

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Methodology and Project Approach - Street Design

DMS Consultants, Inc. will upon receipt of an RFP, prepare and submit a clear and concise scope of work, project schedule, and fee proposal that includes all tasks to successfully complete the contract to the City of Gardena's satisfaction.

DMS Consultants, Inc. has the ability to provide Civil Engineering services in the following areas:

- Plan preparation for street improvements, repair, rehabilitation or other related street improvements.
- Plan preparation for traffic signal installations or modifications.
- Plan preparation for storm drain, sewer and water improvements, upgrades, modifications, extensions, repair and/or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMPs, SWPPPs or related NPDES documents/reports.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right-of-way acquisitions, easements, vacations, etc.
- Provide construction survey staking.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

DMS Consultants, Inc. is very familiar with local design policies, standards and procedures for PS&E to meet the City's budget and schedules. Our general work approach for street improvements are developed from a full understanding of the coordination and development process needed to implement the City's goals.

The following is a brief description of the tasks anticipated for a typical design for street improvement projects.

DESIGN REVIEW MEETING

- In a consultation meeting with the City, the scope of work, funding constraints, procedure and precise limits of the project improvements will be reviewed. Obtain from City existing improvement plans and record maps of the project area.
- Meet with City staff on a continuous, as-needed basis throughout the design and construction phases to ensure that work is expeditiously carried out in keeping with City requirements.

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UTILITY COORDINATION

- Request initial facility maps from utility companies provided by the City at beginning of project. Plot utility information from utility maps/atlas obtained from utility companies.
- Notify affected utility companies at 65% design to ensure that all structures are properly located on the plans. Final plans will be sent to each affected company prior to bidding of the work along with notification of when work is anticipated to begin. A copy of all correspondence with utility companies will be provided to the City.

PAVEMENT ANALYSIS

- Obtain the services of the subconsultant, GMU Engineers and Geologists, to provide the required pavement investigation.
- Document review, permitting, and Dig Alert coordination.
- Pavement corings will be performed to a maximum depth of four feet (4) below the top of the surface using an electric-powered core drill. Sampling and digging below the section will be performed using hand tools. Upon completion of the sampling, the core hole will be backfilled with soil cuttings or other suitable backfill materials and capped with asphalt concrete cold patch.
- Traffic control will consist of single lane closures, performed in accordance with the WATCH Manual.
- Perform limited laboratory testing of the samples collected from pavement corings. Testing may include, R-value, maximum density and optimum moisture content, sieve analysis, laboratory soil classification (Atterberg Limits and Percent Passing No. 200 Sieve), and in-place moisture content.
- Pavement engineering analysis will be performed and a final report will be prepared to summarize the findings and conclusions.

DESIGN SURVEY

- Perform design topographic land surveys in conformance with the State Land Surveyors Act to include features that influence the project design.
- Locate beginning, intermediate, and final benchmarks. Establish horizontal and vertical controls for the length of the project. Set aerial targets. Tie down the project to State Plane Coordinate System.
- Mark limits of broken curb and gutter as well as defective sidewalk, cross gutters, etc.
- Conduct topographic survey to include cross section elevations at preferred intervals. Street cross sections to show elevations at right-of-way, top of curb, gutter flowline, lip of gutter, lane line, and centerline. Obtain street cross sections at BCRs and ECRs.
- At a minimum, survey shots shall include back of walk, top of curbs, flow lines, edge of gutters, and crown lines at 50-foot intervals. All topographic features such as valve covers, manholes, street lights, trees, traffic and utility pulls boxes, catch basins, ADA access ramps, etc. shall be included.
- Perform detailed survey at intersections with non-conforming curb ramps per Caltrans standards.
- Perform detailed survey at locations where ponding is observed, if necessary.

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PRELIMINARY DESIGN PHASE

- Prepare base maps and plot existing utilities, existing right-of-way, street addresses, existing cross sections at various locations to determine the street cross slope.
- Plot proposed cross sections at 50-foot intervals.
- Check proposed cross sections for accuracy of cross slope. If the existing cross slope is less than the minimum required or more than the maximum permissible, revise the type of proposed treatment to the street surface.
- Prepare preliminary improvement plans at 1"=20' horizontal and 1"=2' vertical scale. Preliminary plans to show location of curb and gutter, sidewalk and cross gutter replacement. Plot details at intersections for non-conforming curb ramps at 1"=10' scale. Plans to include storm drain/sewer profiles if reconstruction is required.
- Provide a detailed cost estimate based on the design at this stage, to assure that the project is designed within the proposed budget.
- Prepare preliminary project technical provisions section of specifications.
- Submit PS&E for City review and address comments.

FINAL DESIGN PHASE

- Prepare final street improvement plans. Final plans to include:
  - Title sheet will include:
    - Project title, vicinity and location map, plan sheet index and scale.
    - Utility and plan legends, utility notes, contact names and telephone numbers.
    - Bench marks, basis of bearings, general and master construction notes.
    - Standard signature and title blocks.
  - Plan and profile sheets will include:
    - Topography between right-of-way and beyond as necessary.
    - Right-of-way limit lines.
    - Utility location plot.
    - Construction notes and quantity estimates.
    - Typical sections and details
    - Top of curb, street centerline profile, sewer and storm drain profiles.
    - Proposed cross sections.
- Prepare final signage and striping plans.
- Prepare final project specifications and cost estimate.
- Submit final PS&E for City review and address comments.

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MONUMENT PRESERVATION

- Obtain from City/County of Los Angeles Surveyor's Office copies of existing corner records.
- Tie down existing monuments prior to construction.
- Prepare and file pre-construction corner records showing ties prior to construction, and prepare post-construction corner records at completion of construction.

FINAL PLAN SUBMITTAL

- After approval of project design, the plans will be plotted on mylar and delivered to the City.

CONSTRUCTION SUPPORT SERVICES

- Assist City, as needed, in responding to RFIs, plan interpretation, evaluating revision requests, providing construction staking, and preparing "as-built" plans.

FEDERALLY FUNDED PROJECTS

- Assist the City (if required) in obtaining federal project number per Local Assistance Procedure Manual.
- Obtain NEDA approval.
- Complete required right-of-way certification forms of Local Assistance Procedure Manual, Chapter 13 and 14.
- Obtain Caltrans approval of Form E76 prior to advertisement.

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KEY PERSONNEL AND EXPERIENCE

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Key Personnel and Experience

Surender Dewan, PE, QSD/QSP

Project Manager

Mr. Dewan will serve as the DMS Consultants, Inc. principal point of contact for the City of Gardena's On-Call Civil Engineering Services. Mr. Dewan has over 35 years of professional experience in the design of public works projects and has served as Project Manager for multiple public works agencies throughout California. Mr. Dewan is responsible for performing and/or coordinating engineering design and other related technical services including project management; preparation of plans, specifications, estimates, design; preparation of WQMP's and SWPPP's; and evaluation of major municipal projects.

Mindy Ly, PE

Senior Project Engineer

Ms. Ly has over 30 years of experience in the design and management of capital improvement projects. Ms. Ly worked for the City of Santa Ana as Senior Project Engineer on capital improvement projects and special projects. Ms. Ly is responsible for preparation of improvement plans including federal compliance, project specifications and cost estimates.

Thanh Nguyen, PE

Project Engineer

Mr. Nguyen has over 20 years of experience in drainage design, preparation of storm water data reports, hydraulic investigation, preparation of WQMP and SWPPP including project compliance with Caltrans Highway Design Manual. Mr. Nguyen will also be responsible for in-house review of projects.

Nishant Chadha, MS, MBA

Project Engineer

Mr. Chadha has over 15 years of experience in civil engineering working on project for public agencies. Mr. Chadha has been responsible for preparation of street plans, sewer and storm drain improvement plans, grading plans, tract maps, lot line adjustments, legal descriptions and preparation of corner records. Mr. Chadha is a key figure at DMS Consultants, Inc. in coordinating design and carrying it through to construction drawings.

Hoang Nguyen, BS

Design Engineer

Mr. Nguyen has over 30 years of civil engineering experience and has been responsible for preparation of street improvement plans, sewer, water and storm drain improvement plans, grading plans and tract maps.

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Subconsultant Profile and Experience

30336 Esperanza
Rancho Santa Margarita, CA 92688
Tel: 949.888.6513
www.GMUgeo.com
Point of Contact:
Roger Schlierkamp, MSc, PE

Established in 1967, GMU has built a long reputation as a trusted consultant for some of the most challenging and recognizable projects located throughout Southern California. GMU approaches each project with the objective of developing innovative pavement and geotechnical engineering solutions. We makes it a personal goal to find cost-effective and implementable solutions.

Client history and retention attest to GMU's commitment to service excellence. GMU's 50+ years of service excellence has been recognized by over 50 awards and special recognition, while also providing on-time/on-budget performance. Acknowledgement of our achievements has come from national organizations such as CELSOC to regional ones such as CalGeo and local chapters of ASCE and APWA. We are continually ranked by the County of Orange as one of the top geotechnical and pavement consulting firms in Orange County.

Our office is located in Rancho Santa Margarita, CA. Our team of 45 includes highly qualified professional engineers, geologists, and engineering technicians with experience in all phases of pavement engineering, geotechnical engineering, engineering geology, and materials testing.

GMU's engineering technicians and registered special inspectors have an average of 15 to 25+ years of experience. Our engineering technicians hold certifications from Caltrans, American Concrete Institute (ACI), International Code Council (ICC), American Welding Society (AWS), and County of Orange. GMU's in-house laboratory is approved by the California Department of Transportation (Caltrans), AASHTO Materials Reference Lab (AMRL), the County of Orange, and other public agencies.

Select Pavement Evaluation and Design Projects – Local Municipalities and Agencies

- Camino Capistrano, City of San Juan Capistrano
- Hamilton Ave., Heil Ave., and Bolsa Ave. Pavement Evaluation Projects, City of Huntington Beach
- Irvine Center Dr., Trabuco Rd., Irvine Blvd., Walnut Ave., MacArthur Blvd, and Sand Canyon Ave. Pavement Evaluation Projects, City of Irvine
- Harbor Blvd., Frontera St., and Nohl Ranch Road Ave. Pavement Evaluation Projects, City of Anaheim
- Glenn Ranch Road Pavement Evaluation, City of Lake Forest
- "Phase 1" Citywide Pavement Evaluation Project, City of Aliso Viejo
- East Coast Highway (MacArthur Blvd. to Newport Coast Dr.) Pavement Evaluation Project, City of Newport Beach
- Market Street (LA River to Cherry Ave.) Pavement Evaluation Project, City of Long Beach
- Colima Road Rehabilitation, City of Whittier
- Plaza Del Amo at Western Mobility Enhancement Project, City of Torrance

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ORGANIZATION CHART

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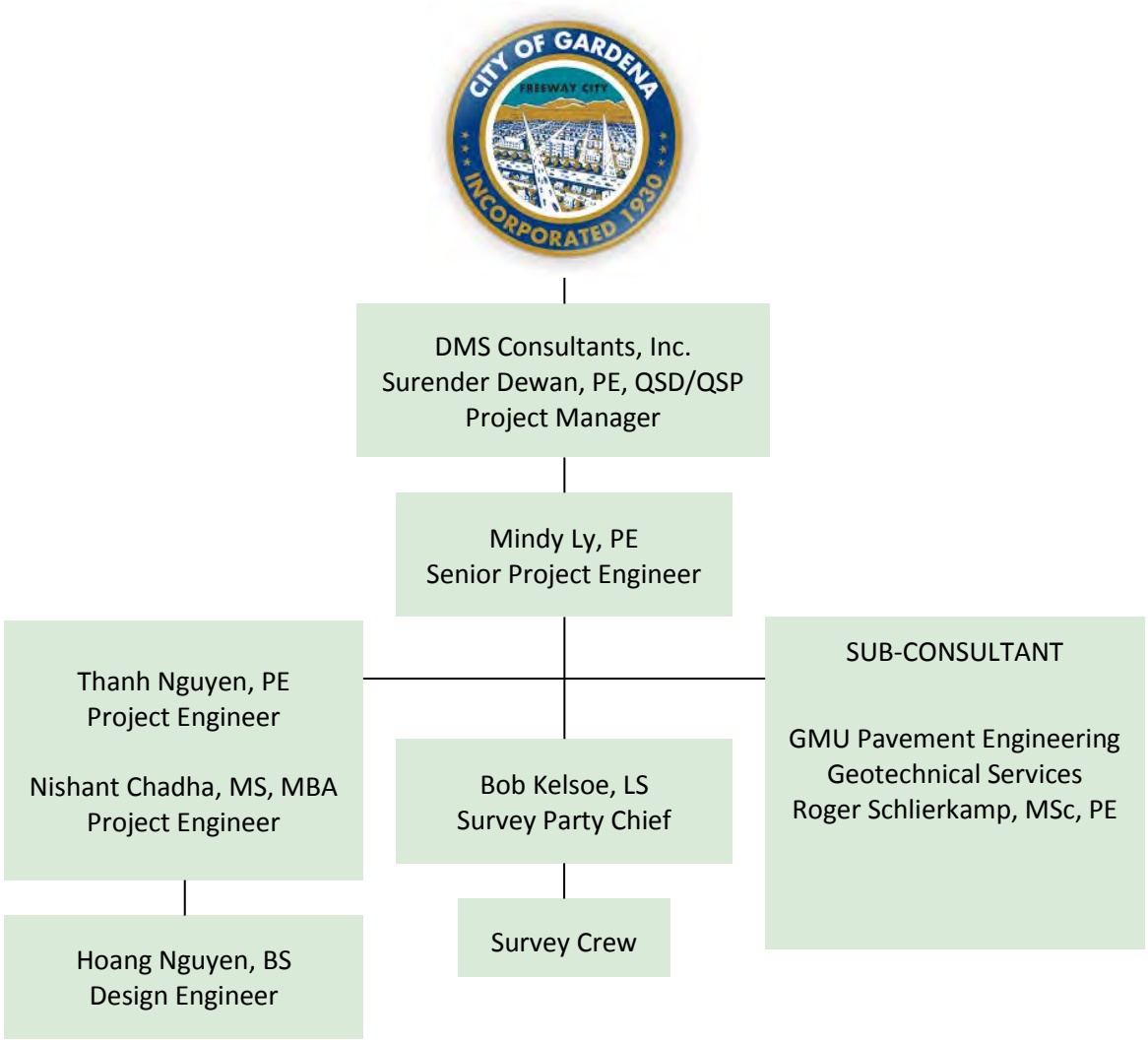
Organization Chart

The most important element in the provision of professional services is the assignment of key personnel. Quality personnel and an effective management system combine to produce quality services.

The organization chart below identifies the key personnel and project roles for our team.



Availability of Staff

DMS Consultants, Inc. prides itself in performing the work on a short notice and in a timely manner. We will assign significant staff to complete the work on schedule and to the City's satisfaction. Key personnel will be available for the duration of the required services and shall not be removed or replaced without prior written concurrence of the City.

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SIMILAR PROJECTS / SERVICES

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Relevant Experience
Street Design

Ellis Avenue Rehabilitation and Resurfacing
Fountain Valley

DMS was selected by the City of Fountain Valley to provide civil engineering design services for Ellis Avenue Rehabilitation and Resurfacing Project. The project area is Ellis Avenue from Brookhurst Street to Bushard Street. The scope of work for the project includes utility coordination, design survey, reconstruction of roadway, reconstruction of median curb, curb and gutter, sidewalk, ADA improvements, striping and signage plans, project specifications, and cost estimates.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of Fountain Valley
Kyle Knoke, PE
Assistant Engineer
714.593.4678
Kyle.Knoke@fountainvalley.org

Construction Cost:
$1.4 million

Project Dates:
Design: 2023
Construction: Pending

Warner Avenue Rehabilitation and Resurfacing
Fountain Valley

DMS was selected by the City of Fountain Valley to provide civil engineering design services for Warner Avenue Rehabilitation and Resurfacing Project. The project area is Warner Avenue from Brookhurst Street to Bushard Street. The scope of work for the project includes utility coordination, design survey, reconstruction of roadway, reconstruction of median curb, curb and gutter, sidewalk, ADA improvements, striping and signage plans, project specifications, and cost estimates.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of Fountain Valley
Kyle Knoke, PE
Assistant Engineer
714.593.4678
Kyle.Knoke@fountainvalley.org

Construction Cost:
$1.6 million

Project Dates:
Design: 2023
Construction: Pending

Local Streets Improvement Project 2020-2022
Gardena

DMS was selected by the City of Gardena to provide civil engineering services for the Local Streets Improvement Project. The project area is 8± miles of local and collector streets. The project includes rehabilitation of roadway, removal and replacement of curbs, gutters, cross gutters, and sidewalk, ADA improvements, project specifications, and cost estimates.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of Gardena
Kevin Kwak, PE
Principal Engineer
310.217.9643
KKwak@cityofgardena.org

Construction Cost:
$2.7 million

Project Dates:
Design: 2023
Construction: 2024

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Relevant Experience
Street Design

Concrete Alley & Street Replacement
Newport Beach

DMS was selected by the City of Newport Beach to provide civil engineering services on the Concrete Alley and Street Replacement Project 6502 and 20W05. The project was located on the Balboa Peninsula and in Corona Del Mar, south of East Coast Highway and included a total of 4± miles of alley reconstruction. The scope of work consisted of reconstruction of concrete alleys and streets, ADA improvements, preparation of project specifications and cost estimate.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of Newport Beach
Patricia Carpenter, PE
Associate Civil Engineer
949.644.3344
PCarpenter@newportbeachca.gov

Construction Cost:
$1.6 million

Project Dates:
Design: 2021
Construction: 2021

Residential Rehabilitation Project Phase 6A & 6B
La Mirada

DMS was selected by the City of La Mirada to provide civil engineering services for Phase 6 - Residential Street Rehabilitation Project. The project consists of 16± miles of residential streets. The scope of work for the project included roadway improvements, street resurfacing, storm drain construction and appurtenant infrastructure repairs, preparation of project specifications, cost estimates, and monument preservation.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of La Mirada
Eric Villagracia
Project Manager
562.902.2373
EVillagracia@cityoflamirada.org

Construction Cost:
$8.2 million

Project Dates:
Design: 2020
Construction: 2022

Via Verde Street Improvements
San Dimas

DMS was selected by the City of San Dimas to provide civil engineering services for Via Verde Street Improvements Project. The project limits are form 1400' west of Covina Hills Road to Easterly City Limits. The project includes rehabilitation of existing roadway, removal and reconstruction of damaged curb and gutter, sidewalk and ADA accessible ramps, preparation of striping and signage plans, project specifications, and cost estimates.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of San Dimas
Shari Garwick, PE
Director of Public Works
909.644.3344
SGarwick@sandimasca.gov

Construction Cost:
$3 million

Project Dates:
Design: 2022
Construction: 2023

Docusign Envelope ID: 88E57D7C-28C3-4608-B666-95200498CBE4

Relevant Experience
Street Design

Alondra Boulevard & Imperial Highway Rehabilitation
La Mirada

DMS was selected by the City of La Mirada to provide civil engineering services for Alondra Boulevard and Imperial Highway Rehabilitation Project. The project area is Alondra Boulevard from Valley View to Mottley Drive and Imperial Highway from Marquardt Avenue to Wicker Avenue. The project included reconstruction of roadway, reconstruction of median curb, ADA improvements, striping and signage plans, median landscape improvements, project specifications, and cost estimates.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of La Mirada
Eric Villagracia
Project Manager
562.902.2373
EVillagracia@cityoflamirada.org

Construction Cost:
$2.1 million

Project Dates:
Design: 2021
Construction: 2022

139th Street and Van Ness Avenue Street Improvements
Gardena

DMS was selected by the City of Gardena to provide civil engineering services for 139 Street and Van Ness Avenue Street Improvement Project. The project area was 139th Street from Western Avenue to Van Ness Avenue and Van Ness Avenue from Marine Avenue to 135th Street. The scope of work for the project included reconstruction of roadway, preparation of striping and signage plans, project specifications, and cost estimates.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of Gardena
Kevin Kwak, PE
Principal Engineer
310.217.9643
KKwak@cityofgardena.org

Construction Cost:
$1.32 million

Project Dates:
Design: 2020
Construction: 2022

Van Ness Avenue Street Improvements
Gardena

DMS was selected by the City of Gardena to provide civil engineering services for Van Ness Avenue Street Improvement Project. The project area is Van Ness Avenue from Redondo Beach Boulevard to Marine Avenue. The project includes rehabilitation of existing roadway, removal and reconstruction of damaged curb and gutter, sidewalk and ADA accessible ramps, preparation of striping and signage plans, project specifications, and cost estimate.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of Gardena
Frank Sanchez, PE
Associate Engineer
310.217.9631
FSanchez@cityofgardena.gov

Construction Cost:
$1.2 million

Project Dates:
Design: 2022
Construction: Pending

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Relevant Experience
Street Design

Orangethorpe Avenue Street Rehabilitation
Fullerton

DMS was selected by the City of Fullerton to provide civil engineering design services for Orangethorpe Avenue Street Project. The project area is State College Boulevard to Placentia Avenue. The scope of work for the project included rehabilitation of existing roadway, removal and reconstruction of damaged curb and gutter, curb ramp upgrades, replacement of deteriorated driveways, sidewalk repair, and construction of missing sidewalk, including preparation of signage and striping plans, project specifications, and cost estimates.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of Fullerton
Jose Medina
Assistant Engineer
714.738.6863
JoseM@cityoffullerton.org

Construction Cost:
$1.9 million

Project Dates:
Design: Active
Construction: Pending

Commonwealth Avenue & Raymond Avenue Reconstruction
Fullerton

DMS was selected by the City of Fullerton to provide civil engineering services for Commonwealth Avenue and Raymond Avenue Reconstruction Project. The project area was Commonwealth Avenue from Balcom Avenue to Acacia Avenue and Raymond Avenue from Commonwealth Avenue to Chapman Avenue. The project included rehabilitation of existing roadway, removal and reconstruction of damaged curb and gutter and sidewalk, signage and striping plans, project specifications, and cost estimates.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of Fullerton
Jose Medina
Assistant Engineer
714.738.6863
JoseM@cityoffullerton.org

Construction Cost:
$3.5 million

Project Dates:
Design: 2022
Construction: 2023

Warner Avenue Rehabilitation and Resurfacing
Fountain Valley

DMS was selected by the City of Fountain Valley to provide civil engineering services for Warner Avenue Rehabilitation and Resurfacing Project. The project area was Warner Avenue from Brookhurst Street to Euclid Street. The project included reconstruction of roadway, reconstruction of median curb, ADA improvements, striping and signage plans, project specifications, and cost estimates.

DMS Project Manager: Surender Dewan, PE

Agency & Contact:
City of Fountain Valley
Kyle Hilton
Associate Engineer
714.593.4516
Kyle.Hilton@fountainvalley.org

Construction Cost:
$1.6 million

Project Dates:
Design: 2020
Construction: 2021

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Relevant Experience
Grading, Design, WQMPs & SWPPPs

Over the past 30 years our firm has prepared numerous grading plans, hydrology studies, WQMPs and SWPPPs for various municipalities and developers in Southern California. Listed below are a few of the projects which we are presently working on as a subconsultant to David Volz Design Landscape Architects.

Mas Fukai Park
Gardena

The proposed project consists of ADA walkway improvements, community center building, pickleball courts, and playground. The scope of work includes preparation of grading plan, demolition plan, erosion control plan, project specifications, and cost estimates.

Agency & Contact:
City of Gardena
Kevin Kwak, PE
Principal Civil Engineer
310.217.9643
KKwak@cityofgardena.org

Hicks Canyon Park
Irvine

The proposed project consists of parking lot improvements, ADA walkway improvements, batting cage area, playground area, and construction of an outdoor fitness equipment area. The scope of work includes preparation of grading plan, demolition plan, erosion control plan, project specifications, and cost estimates.

Agency & Contact:
City of Irvine
Anthony Caraveo
Senior Project Manager
949.724.7555
Acaraveo@cityofirvine.org

Mike Ward Park Pickleball Complex
Irvine

The proposed project consists of parking lot improvements, ADA walkway improvements, construction of eight pickleball courts, and construction of a new restroom building. The scope of work includes preparation of grading plan, demolition plan, erosion control plan, project specifications, cost estimates, and WQMP.

Agency & Contact:
City of Irvine
Anthony Caraveo
Senior Project Manager
949.724.7555
Acaraveo@cityofirvine.org

Civic Center Plaza
Irvine

The proposed project consists of converting 52,000 square feet of turf into a landscape that is complimentary to the City of Irvine City Hall campus. The scope of work includes preparation of grading plan, demolition plan, erosion control plan, project specifications, cost estimates, and WQMP.

Agency & Contact:
City of Irvine
Anthony Caraveo
Senior Project Manager
949.724.7555
Acaraveo@cityofirvine.org

In addition, we have prepared grading plans, WQMPs, and SWPPPs for the following municipalities:

- City of Costa Mesa
- City of Cypress
- City of Fullerton
- City of Glendale
- City of La Habra
- City of Manhattan Beach

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REFERENCES

Docusign Envelope ID: 88E57D7C-28C3-4608-B666-95200498CBE4

Client References

- **David Grantham, PE**
  City Engineer
  City of Fullerton
  303 W. Commonwealth Avenue
  Fullerton, California 92832
  714.738.6853
  David.grantham@cityoffullerton.com

- **Eric Villagracia**
  Project Manager
  City of La Mirada
  15515 Phoebe Avenue
  La Mirada, California 90638
  562.902.2373
  EVillagracia@cityoflamirada.org

- **Temo Galvez, PE**
  Deputy Director of Public Works/City Engineer
  City of Fountain Valley
  10200 Slater Avenue
  Fountain Valley, California 92708
  714.593.4517
  Temo.Galvez@fountainvalley.org

- **Shari Garwick, PE**
  Director of Public Works
  City of San Dimas
  245 East Bonita Avenue
  San Dimas, California 91773
  909.394.6248
  SGarwick@sandimasca.gov

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FEE SCHEDULE

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Fee Schedule

General Civil Engineering Design

Effective September 2024 through September 2027

Project Manager	$215.00/hr
Senior Project Engineer	$175.00/hr
Project Engineer	$155.00/hr
Design Engineer	$130.00/hr
Two-Man Survey Crew	$240.00/hr
Three-Man Survey Crew	$310.00/hr
Survey Manager	$115.00/hr
Clerical	$60.00/hr

Reimbursable Expenses

- Subconsultants: Cost + 15%
- Reproductions and courier services: Cost + 10%
- Mileage: Included

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RESUMES

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Project Manager Resume

Surender Dewan, P.E., QSD/QSP
President / Project Manager

EDUCATION:	Bachelor of Science, Civil Engineering Delhi University, 1970 Master of Science, Civil Engineering University of Washington, 1978
REGISTRATION:	Civil Engineer, California RCE 34559 SWRCB Certified QSD 20924

Mr. Dewan, President of DMS Consultants, Inc., has over 35 years of professional experience in the design of Public Works projects. Mr. Dewan is responsible for performing and/or coordinating engineering design and other related technical services including project management; preparation of plans, specifications, estimates, design; preparation of WQMP's and SWPPP's; and evaluation of major municipal projects.

MUNICIPAL PROJECTS

- Van Ness Avenue Street Improvement Project - Gardena
- 139th Street and Van Ness Avenue Street Improvements - Gardena
- Residential Rehabilitation Project - Phase 6A and 6B - La Mirada
- Commonwealth Avenue and Raymond Avenue Reconstruction Project - Fullerton
- Residential Roadway Rehabilitation Quadrants D2 and D3 - Fountain Valley
- Warner Avenue Rehabilitation and Resurfacing Project - Fountain Valley
- Local Streets Improvement Project 2020-2022 - Gardena
- Concrete Alley and Street Replacement Project - Newport Beach
- Alondra Boulevard and Imperial Highway Rehabilitation Project - La Mirada
- MacArthur Boulevard Pavement Reconstruction Project - Newport Beach
- Marguerite Avenue and Hospital Road Pavement Rehabilitation - Newport Beach
- Euclid Street Roadway Improvements - Fountain Valley
- Residential Roadway Rehabilitation Quadrants D7, E1 and F1 - Fountain Valley
- State College Boulevard Rehabilitation Project - Fullerton
- San Dimas Avenue Improvements - San Dimas
- Del Amo Boulevard Street Improvements - Cerritos
- Madonna Area Street, Sewer and Water Reconstruction - Fullerton
- Via Verde Reconstruction Project from Covina Hills Street to Puente Street - San Dimas
- Chapman Avenue Rehabilitation Project from Berkeley Avenue to Raymond Avenue - Fullerton
- Bastanchury / Valencia Mesa Bike Path - Fullerton
- FY 2014-15 Street Improvements, Sewer and Water Main Replacement - Fullerton
- Covina Boulevard and Cataract Avenue Street Improvement Project - San Dimas
- Design of Caltrans Curb Ramp Construction Plans, Studebaker Road at State Route 91 - Cerritos
- Placentia Avenue Reconstruction - Fullerton

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Subconsultant

ROGER W. SCHLIERKAMP, MSc, PE
Principal, Director of Pavement Engineering

PROFESSION
Civil Engineer

REGISTRATION
Registered Civil Engineer C81529
State of California

EDUCATION
M.S. Civil Engineering
(Pavement/Materials Engineering),
University of Nevada, Reno
B.S. Civil Engineering
University of Nevada, Reno

PROFESSIONAL EXPERIENCE
GMU Geotechnical, Inc.
(2014 – Present)
Principal / Director of Pavement Engineering, Rancho Santa Margarita, California

Twining, Inc.
(2011 – 2014)
Pavement Engineer
Long Beach, California

University of Nevada, Reno
(2009 – 2011)
Graduate Researcher, Pavement / Materials
Reno, Nevada

PROFESSIONAL AFFILIATIONS

- California Asphalt Pavement Association (CalAPA)
- ASCE Orange County - Engineers without Borders
- American Society of Civil Engineer (ASCE)
- AGC
- American Public Works Association (APWA)

Roger Schlierkamp leads GMU's comprehensive range of pavement engineering services, including pavement evaluations/designs, PS&E development, construction management, observation-and-testing, mix design development, and pavement management planning. His full-circle knowledge allows him to develop innovative, practical, and cost-effective solutions for a full range of pavement challenges.

He shares his experience and knowledge in both workshop and classroom settings, having previously served as an instructor for "Construction Materials and Testing" at Santiago Canyon College. Additionally, his active role in the Greenbook Committee underscores his influence in shaping pavement construction specifications embraced by numerous agencies and projects across Southern California.

Roger possesses over 14 years of experience in the field of pavement engineering and is a California licensed civil engineer. A summary of his areas of expertise include:

- Pavement engineering evaluation, structural analysis, design expert
- Pavement management planning
- Pavement construction management advisory
- Pavement plans, specifications, and estimates
- Non-destructive testing, including falling-weight deflectometer (FWD) testing & ground-penetrating radar (GPR) testing
- Pavement smoothness testing
- Pavement mix designs, including hot-mix asphalt (HMA), rubberized hot-mix asphalt (RHMA), warm-mix asphalt (WMA) following Marshall, Hveem, and Superpave design methods, soil-stabilization, and cold recycled asphalt
- Pavement preservation strategies, including fog seals, slurry seals, scrub seals, micro-surfacing seals, and chip seals
- Pavement rehabilitation strategies, such as rubberized pavement overlays, cold recycling, full-depth reclamation, cement/lime base, and subgrade stabilization
- In-depth knowledge of various pavement construction specifications, including Caltrans, Greenbook, Airport, and Ports.
- Quality control / assurance laboratory testing expertise, including Hveem Stability, Hamburg Wheel Track, Moisture Susceptibility, Maximum Density, and Wet Track Abrasion.

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH
Hartzog & Crabill, Inc

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **Hartzog & Crabill, Inc,** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - Traffic Engineering

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9**, **2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in

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progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently

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and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall

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comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	Hartzog & Crabill, Inc 17821 East 17th Street, Suite 245 Tustin, CA 92780 Attn: Gerald Stock Executive Vice President

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – Hartzog & Crabill, Inc

Gerald Stock
Name

Sign: Gerald Stock
Title: Executive VP

TODD HARTZOG
Name

Sign: TODD HARTZOG
Title: Vice President / Treasurer

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference. In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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QUALIFICATIONS FOR ON-CALL PROFESSIONAL ENGINEERING SERVICES

Prepared for:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247

Attention:
Mr. Kevin Kwak, Assistant Public Works Director

Presented by:

Hartzog & Crabill, Inc.
Traffic Engineers
17821 East 17th Street, Suite 245
Tustin, CA 92780
(714) 731-9455

June 13, 2024

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HARTZOG & CRABILL, Inc.

Gerald J. Stock, PE, TE,
Executive Vice President

17821 East 17th Street
Suite 245
Tustin, CA 92780

Phone: (714) 731-9455
FAX: (714) 731-9498

www.hartzog-crabill.com

June 13, 2024

Mr. Kevin Kwak
Assistant Public Works Director
City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247

SUBJECT: QUALIFICATIONS FOR ON-CALL PROFESSIONAL ENGINEERING SERVICES

Dear Mr. Kwak:

Hartzog & Crabill, Inc. (HCI) is pleased to submit this Qualifications package to the City of Gardena for providing On-Call Professional Engineering Services. HCI understands that the requested services are related to the City's Public Works Capital Improvement Program (CIP) and General Engineering.

HCI also understands that it is the City's intent to establish a team structure of approved consultant firms on a 3-year cycle to facilitate procurement of various engineering services on an on-call basis.

HCI is proposing to provide on-call engineering services specifically for:

✓ **Traffic Engineering Services.**

HCI acknowledges receipt of Addendum 1 for the City's Request for Qualifications (RFQ). The City's RFQ, and Addendum 1, are incorporated in their entirety as a part of our qualifications proposal. Likewise, if selected, HCI understands that our proposed qualifications will be incorporated in its entirety as part of the consultant contract, and will jointly become part of the "Professional Services Agreement" if said Agreement is fully executed by HCI and the City of Gardena.

In the course of our (30+) years in business, HCI staff have successfully provided these same types of on-call professional engineering consulting services to numerous Southern California city agencies, where we have continued to build on their foundation for a viable, responsive traffic engineering function. Our service to our client agencies over these past years also affords us knowledge of client expectations and work products required.

As we have successfully been performing these types of Traffic Engineeirng services for numerous years, HCI is uniquely qualified and capable to perform quality work to achieve the City's objectives on an on-going/on-call flexible service basis. We look forward to continue working with City staff and sharing our experience and expertise with the common goal of ever-improving traffic safety and efficiency in the City of Gardena.

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I, Gerald J. Stock, PE, TE, am executive vice-president and owner of HCI, a California corporation. I am authorized to commit to contractual terms and conditions resulting from this submittal. My email address is jstock@hartzog-crabill.com.

Our Senior Engineer, Mr. Scott Ma, PE, TE, will be assigned as the Project Manager (main point of contact) in responsible charge of on-call professional engineering consulting services that are requested by the City of Gardena. Scott's email address is sma@hartzog-crabill.com.

For most requested services, HCI proposes to serve the City of Gardena as a sole prime consultant on specific projects and does not intend on using any sub-contractors, with exception to obtaining City-requested traffic count data and possible design potholing for new, larger traffic signal pole foundations to ensure they are clear of underground utilities. All personnel listed in our proposal are available and headquartered at our Tustin office.

As HCI is currently serving several local agencies with on-call traffic engineering services, HCI is very familiar with most City requirements under their Professional Services Agreement. HCI respectfully requests certain exceptions to the agreement, as shown on the one agreement page attached in the appendix. HCI will provide updated insurance and business license requirements at the time of execution of a new agreement for a three-year contract.

By signing this cover letter of transmittal below, I attest that all information submitted in the attached qualifications proposal is true and correct. On behalf of HCI, we sincerely appreciate the opportunity to submit the attached proposal package and being considered to serve your community.

Very truly yours,
HARTZOG & CRABILL, INC.

Gerald J. Stock, PE, TE
Executive Vice President
City & Traffic Engineering Services

Attachments: Qualifications Proposal

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HCI Schedule of Hourly Rates

Full resumes

Request to Review Exceptions to Agreement

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Hartzog & Crabill, Inc. (HCI) is a private traffic engineering consulting firm headquartered in Tustin, CA, and has been in business since 1993 offering the same types of professional traffic engineering services under the same name.

HCI understands the City of Gardena intends to establish a team structure of approved consultant firms under a 3-year program starting with Fiscal Year 2024-25 (start in September) through 2026-27 (end in August) for each of the specialty areas stated in the RFQ. We also understand that the agreement may be renewed at the City's discretion for up to two (2) additional years subject to satisfactory performance during the initial 3-year term. **HCI is proposing to provide on-call engineering services specifically for: Traffic Engineering Services.**

FIRM QUALIFICATIONS & EXPERIENCE:

DESCRIPTION OF FIRM

HCI is a traffic engineering consulting firm specializing in serving local government agencies with a full array of engineering services, including serving several of our client cities as contract City Traffic Engineer, contract City Engineer, and "on-call" City Traffic Engineer. Specific to traffic engineering and transportation planning, HCI performs various traffic studies including, but not limited to, the following:

Preparation and review of traffic signal and striping design plans, specifications, and estimates (*PS&E*); warrant analyses for traffic control devices (*i.e., traffic signals, Stop signs, marked crosswalks, flashing beacons/RRFBs*); engineering and traffic surveys for establishing speed limits; development and design of traffic signal coordination systems; on-going remote and local (*off-site/on-site*) management of traffic signal systems; preparation of traffic control plans; and assist cities with coordination of services completed by their traffic signal maintenance contractor. HCI also provides construction observation services on behalf of our client cities relative to the installation of new/modified traffic signals, lighting, copper/fiber optic interconnect communications, and signing & striping, in order to verify compliance with approved PS&E.

Since its inception in 1993, HCI has proven itself as a leader in client satisfaction through successful project completion. This is evident in the continued and long-standing relationships we have maintained with our numerous client cities. The successes are attributed to the "hands on" approach that was demonstrated by our founding firm principals, Mr. Trammell Hartzog and Mr. Jerry Crabill (retired). It is important to note, Mr. Gerald J. Stock ('Jerry') is the current owner of HCI. Mr. Stock is a registered Civil and Traffic Engineer whose experience covers over (30+) years. Mr. Stock has been serving the City of Bellflower as both contract City Engineer and City Traffic Engineer for over (24) years.

In addition to our technical expertise, a cornerstone of HCI's success is our work ethic, loyalty to our client cities, completion of assigned tasks on schedule, and ability to effectively communicate with the public, City staff, and elected officials.

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FIRM QUALIFICATIONS & EXPERIENCE: (*continued*)

TYPICAL SERVICES

Working with numerous Southern California cities, HCI has been responsible for directing the activities of Traffic Divisions, providing expertise to City Engineering and Planning staffs, and responding to requests, inquiries and concerns of citizens and City Council members. Our overall services available to the City of Gardena include the following:

- ✓ Traffic signal design
- ✓ Signing & striping design
- ✓ Warrant analyses for traffic control devices, such as traffic signals, Stop signs, crosswalks
- ✓ Traffic signal LOS operational analyses
- ✓ Develop and implement traffic signal timing plans
- ✓ Develop, design and implement traffic signal coordination systems
- ✓ Remote and local (*off-site/on-site*) management of traffic signals
- ✓ Traffic management plans (*traffic control plans*)
- ✓ Review of traffic impact analyses
- ✓ Provide construction observation/management services on behalf of the City on all proposed traffic improvements, development, site and traffic management plans to ensure conformance with applicable standards (*City, AASHTO, Cal. MUTCD, etc.*)
- ✓ Coordination of activities of our client cities' traffic maintenance contractor
- ✓ Engineering and Traffic Surveys for establishing speed limits
- ✓ Other traffic-related impact reports, surveys, and analyses

From our Tustin office location, HCI continuously monitors (12) local agencies' citywide traffic signal systems. The local agencies where HCI monitors and operates the coordination timing for traffic signals are the following cities: Aliso Viejo, Cerritos, Cypress, Indian Wells, La Palma, Laguna Hills, Moorpark, Rancho Santa Margarita, San Juan Capistrano, Stanton, Tustin, and Yorba Linda.

LOCATION

The firm's Tustin office location, located in Orange County near the Santa Ana (I-5) and Costa Mesa (SR-55) Freeway interchange, provides quick, easy access to the majority of our client cities.

The office employees total (12) individuals who comprise a complete staff of professional engineers and support technicians where all design work products are prepared using state-of-the-art AutoCAD software and personal office computers from this office location.

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FIRM QUALIFICATIONS & EXPERIENCE: (*continued*)

PERSONNEL

All of our personnel are available and headquartered at our Tustin office. In regards to City-requested On-call Traffic Engineering and Design Services, as mentioned these engineering services will be managed by our Senior Engineer, Mr. Scott Ma, PE, TE, who is available and works closely with our company firm principal, Mr. Jerry Stock, PE, TE, as well as our Associate Engineer, Senior Designers, and Traffic Signal Systems Supervisor and Specialist.

Scott is currently performing similar on-call Traffic Engineer, and design/plan-checking services for the Cities of Lake Forest and Hermosa Beach; however, his availability to serve the City of Gardena is still at 40%. Our other key staff is available to serve the City at minimum 20% and up to 50%.

Further details of our personnel staff are provided in the following section (starting on Page 6).

It is important to note, our proposed staff is distinctly ready to serve the City of Gardena Public Works Department, and is immediately available to perform any of the requested on-call civil and traffic engineering services with minimal supervision (*including any backload of City work*).

DISCLOSURES

HCI does not have any "Conflict-of-Interest" in working with the City of Gardena. HCI has no potential conflicts to disclose, and is not working on any projects (for another company or agency) that the City of Gardena needs to review on behalf of the City. Lastly, HCI also does not have any disciplinary actions against our firm to disclose.

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FIRM QUALIFICATIONS & EXPERIENCE: (*continued*)

PROJECT CONTROLS

A tenet of HCI is our belief that when acting on behalf of the City of Gardena, we serve as staff associates, or as an extension of City staff, in the well-being of the City. As such, we try our very best to always streamline the design and plan review process, as well as any required traffic signal management/support tasks, and also believe we have a commensurate responsibility to the public for high quality performance of our services, and quality assurance when reviewing others' plans.

All of our staff that will serve the City of Gardena have a thorough knowledge and proficiency in local agency municipal codes, current State (Caltrans) Standard Plans and Specifications, Highway Design Manual, Highway Capacity Manual, California Manual on Uniform Traffic Control Devices (CA MUTCD), policies and procedures for ADA regulations, traffic signal timing, traffic engineering modeling and methodologies, County/City traffic standards and methodologies, and the State of California Vehicle Code.

Upon request by the Project Administrator, our team will provide the City with all materials and labor to perform the requested on-call traffic engineering and traffic signal operations support services and conform to industry standards.

As part of our on-call traffic engineering and signal management/support services, HCI staff will remain available to provide assistance to the City Project Administrator and/or contractors during the construction phases, as applicable, either in person, or via email or phone.

As we specialize in traffic design as well, HCI prides itself on timely design phase submittals, complete internal plan-checks of our own designs or other consultants' designs, and consistently providing a quick turn-around for addressing comments. We typically provide 75%, 90% and final submittals on our designs within 4 to 8 weeks, and rarely have significant comments on our own design plans. Upon review and final approval by the City of the preliminary engineering plans submitted, a final set of the plans, specifications, and construction estimate (PS&E) are typically submitted within a week, including a construction item list with quantity extensions and definitions suitable for bidding. Our typical turn-around for plan-check services is within one to two weeks from receipt.

Similarly, HCI can control costs by providing accurate and timely invoices through internal control measures. HCI prides itself on consistently working with the City to quickly address requests and staying in budget. HCI's ability to take a request from the City for a traffic design all the way through completion of construction, including signal timing and operations tasks, ensures greater accuracy, efficiency, and timely results.

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FIRM QUALIFICATIONS & EXPERIENCE: (*continued*)

QUALITY CONTROL/QUALITY ASSURANCE (QA/QC)

HCI employs the following QA/QC program that outlines the definition of roles, responsibilities, expectations, review requirements, and quality standards of our services, documents, and procedures in order to ensure a high standard of work:

a) Service Request or Plan Review:

Our service tasks and submitted documents go through three levels of review prior to response: Initial Peer Review, Project Manager Review, and QA/QC Review. This three-tiered review allows for error mitigation on three separated levels of detail: ground level (signal management check, drafting, calculations, and document formatting), project management level (signal management decision, design and project intent compliance) and quality assurance level (signal management confirmation, completeness of document and ensure "biddable" or "implementable" plans). Our service tasks and plan checks look at the 5C's: consistent, correct, clear, constructible, and complete.

b) Communication:

HCI staff will stay in constant communication with the City Project Administrator to ensure we understand the service request and have necessary milestones in place and that we meet those milestones. As previous clients can attest to, our team will allocate as many key staff/support staff to the project to ensure the schedule is maintained and that the City is satisfied with the delivery of the project. We make it a point to accommodate our client's needs, and we consistently strive for satisfaction with our ability to deliver. By making ourselves consistently available to the City, we avoid delays and any defects to the final PS&E or traffic signal services that could occur as a result of miscommunication or misunderstanding.

c) Scheduling:

For the remote possibility there is a delay, our project manager will develop strategies to bring the project back on track using necessary means at no additional cost to the City. Above all else, clear communication will be the critical item in bringing any schedule slippage back on track. Our staff will actively communicate with the contract officer and affected parties to reschedule or reallocate resources in an effort to expedite all necessary items. Tasks can be reorganized to allow for staggering of work items.

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KEY PERSONNEL & EXPERIENCE:

HCI TEAM ORGANIZATION AVAILABLE TO SERVE THE CITY OF GARDENA FOR ON-CALL TRAFFIC ENGINEERING AND DESIGN SERVICES:

Firm Principal In Charge of Agreement/Contract:
Mr. Jerry Stock, PE, TE, Principal Engineer

Key Staff:
Mr. Scott Ma, PE, TE, Senior Engineer **(Project Manager)**
Mr. Michael Vallado, Associate Engineer
Mr. Greg Cabey, Traffic Signal Systems Supervisor
Mr. Todd Hartzog, Senior Designer
Mr. Dave Martorano, Senior Designer
Mr. Michael Powers, Traffic Signal Systems Specialist

As shown above, in regards to City-requested On-Call Engineering Services that may include Traffic Engineering services for design, operations, timing and traffic signal plan-check services, these requested on-call engineering services will be managed by our Senior Engineer, Mr. Scott Ma, PE, TE. Scott works closely with our Associate Engineer and Senior Designers, as well as our Signal Systems Supervisor and Specialist in the majority of our design projects.

As mentioned, HCI staff is comprised of (12) engineering professionals and technicians who have the proven ability and expertise to meet the ever-changing, challenging needs of the modern city.

All HCI personnel listed are all headquartered at our Tustin office. It should be mentioned, HCI and assigned key professional engineering staff are properly registered/licensed to practice in the State of California and will comply with all federal, state, and local laws and ordinances applicable to the work assigned.

For most requested services, HCI proposes to serve the City of Gardena as a sole prime consultant on specific projects and does not intend on using any sub-contractors, with exception to obtaining City-requested traffic count data and possible design potholing for new, larger traffic signal pole foundations to obtain clearance of underground utilities.

Below are 'summary' qualifications of our proposed staffing plan per our textual organization chart above (*full resumes attached*):

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KEY PERSONNEL & EXPERIENCE: (*continued*)

Mr. Gerald J. Stock, PE, TE, HCI Executive Vice-President, Principal Engineer
Mr. 'Jerry' Stock is a registered professional Civil and Traffic Engineer with more than (34) years of municipal engineering experience. If selected, Jerry will serve as the firm Principal-In-Charge of the new agreement with the City of Gardena for the requested on-call engineering consulting services. Jerry presently serves the City of Bellflower as contract City Engineer and City Traffic Engineer since November 2000. Jerry has been responsible for completing the majority of our Engineering and Traffic (E&T) Survey for Speed Limits for numerous local Southern California agencies.

Mr. Scott Ma, PE, TE – Senior Engineer (Project Manager)
Mr. Scott Ma is a licensed, professional Civil and Traffic Engineer registered in the State of California and brings over (24) years of engineering experience. Scott is a senior engineer that works in our HCI Tustin office, and is currently providing part-time contract City Traffic Engineer services to Cities of Lake Forest, as well as on-call traffic engineering services to the City of Hermosa Beach. As mentioned, Scott will be assigned as Project Manager to perform the requested on-call engineering consultant services for the City of Gardena.

Scott's experience includes reviewing and conducting a variety of traffic studies including but not limited to, warrant analyses, preparing and reviewing traffic impact analyses reports and recommendations, responding to community requests such as crosswalks, traffic signals, stop signs, parking matters, and also performing project management that includes the final design preparation and submittal of project plans, specifications, and estimates (PS&E). His experience also includes overseeing numerous aspects of our client cities' consulting service requirements in regards to review of traffic-related requests, analyses and operational studies, permits, and other daily duties requested.

Scott's email address contact information is sma@hartzog-crabill.com.

Mr. Michael A. Vallado – Associate Engineer
Mr. 'Mike' Vallado provides assistance to Mr. Jerry Stock, and Mr. Scott Ma in the area of preparation of traffic signal and left-turn phasing warrant analysis reports, traffic signal operations (LOS) and queuing analyses, multi-way Stop sign analyses, and related project specifications. Mike brings over (25) years of experience specifically related to traffic-engineering and signal design. Five of these years were devoted to running the City of Glendora's Traffic Engineering section, while the past (20) years have been with HCI. His primary responsibilities with HCI include preparing signal analysis reports & recommendations, warrant analyses and evaluations, project specifications, and final review & preparation of plans, specifications, and estimates to our client cities.

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KEY PERSONNEL & EXPERIENCE: (*continued*)

Mr. Greg Cabey - Traffic Signal Systems Supervisor
Mr. Cabey brings over (30) years of traffic signal experience to the HCI team and will be involved in certain aspects of requested traffic signal timing and operations tasks. Prior to HCI, Greg was a Lead Technician for Peek Traffic for over (12) years, and is certified as an International Municipal Signal Association (IMSA) Level III Traffic Signal Technician. It should be noted that Greg spent much of his time at Peek Traffic within the Gardena area, as this was one of several areas assigned to him. This HCI and Peek Traffic experience has allowed him to continue retaining in-depth knowledge on the types of controllers in the area's traffic signal system. His extensive field experience and familiarity with signal systems and timing will aid in the complete success of any requested traffic signal design and signal timing related services.

Mr. Todd Hartzog – Senior Designer
Mr. Todd Hartzog provides assistance to our team in the area of signal design. Todd brings over (30) years of experience specifically related to traffic signal and signing/striping design, traffic signal operations/monitoring assistance, and overall traffic engineering services. His responsibilities also include CAD designs on traffic projects, including traffic signal, interconnect, and signing and striping plans.

Mr. David Martorano – Senior Designer
Mr. David 'Dave' Martorano provides assistance to our team in the area of traffic engineering design, signing & striping design, and traffic control plan preparation. Dave has been with HCI for (30) years with overall experience in traffic engineering design. His responsibilities with HCI include project research and full AutoCAD design on all traffic-related projects, including traffic signal, interconnect, signing/striping, and traffic control plans.

Mr. Michael Powers - Traffic Signal Systems Specialist
Mr. Michael Powers brings over (30) years of traffic signal experience to the HCI team and will also be involved in requested traffic signal timing and related trouble-shooting & observation tasks. Michael is certified as an International Municipal Signal Association (IMSA) Level III Traffic Signal Technician. Prior to HCI, Michael worked for Siemens (Republic) as a Lead Technician for over (20) years.

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KEY PERSONNEL & EXPERIENCE: (*continued*)

SUB-CONSULTANTS

In terms of possible City-requested traffic count data collection, HCI proposes to use National Data & Surveying (NDS) Services, headquartered in Los Angeles, CA to collect any required vehicular traffic and pedestrian data as part of City-requested surveys, studies, and investigations.

Founded in 1989, NDS was established to deliver accurate and professional solutions to their client's traffic, transit and GIS/GPS data collection needs. NDS has over (35) years of successful operations, and an outstanding team of (100) professional full time employees that have established them as the foremost, full service traffic and transit data collection company on the west coast. NDS is certified as a SBE by the State of California.

HCI has successfully partnered with NDS on numerous data collection projects over the last (25) years, realizing their competitive pricing on their efficient data collection.

Projects that HCI has completed with NDS include data collection for numerous stop sign warrant analyses, traffic signal warrants analyses, left-turn phasing/delay warrant studies, citywide E&T speed limit surveys, citywide ADT flow maps, truck classification counts for TI calculations, traffic signal timing development (counts for free & coordinated timing), SYNCHRO Level-of-Service (LOS) operational/queuing analyses, crosswalk analyses, video surveillance and parking studies. Upon request by the City of Gardena, HCI will use NDS to conduct count data collection specific to the requested task(s).

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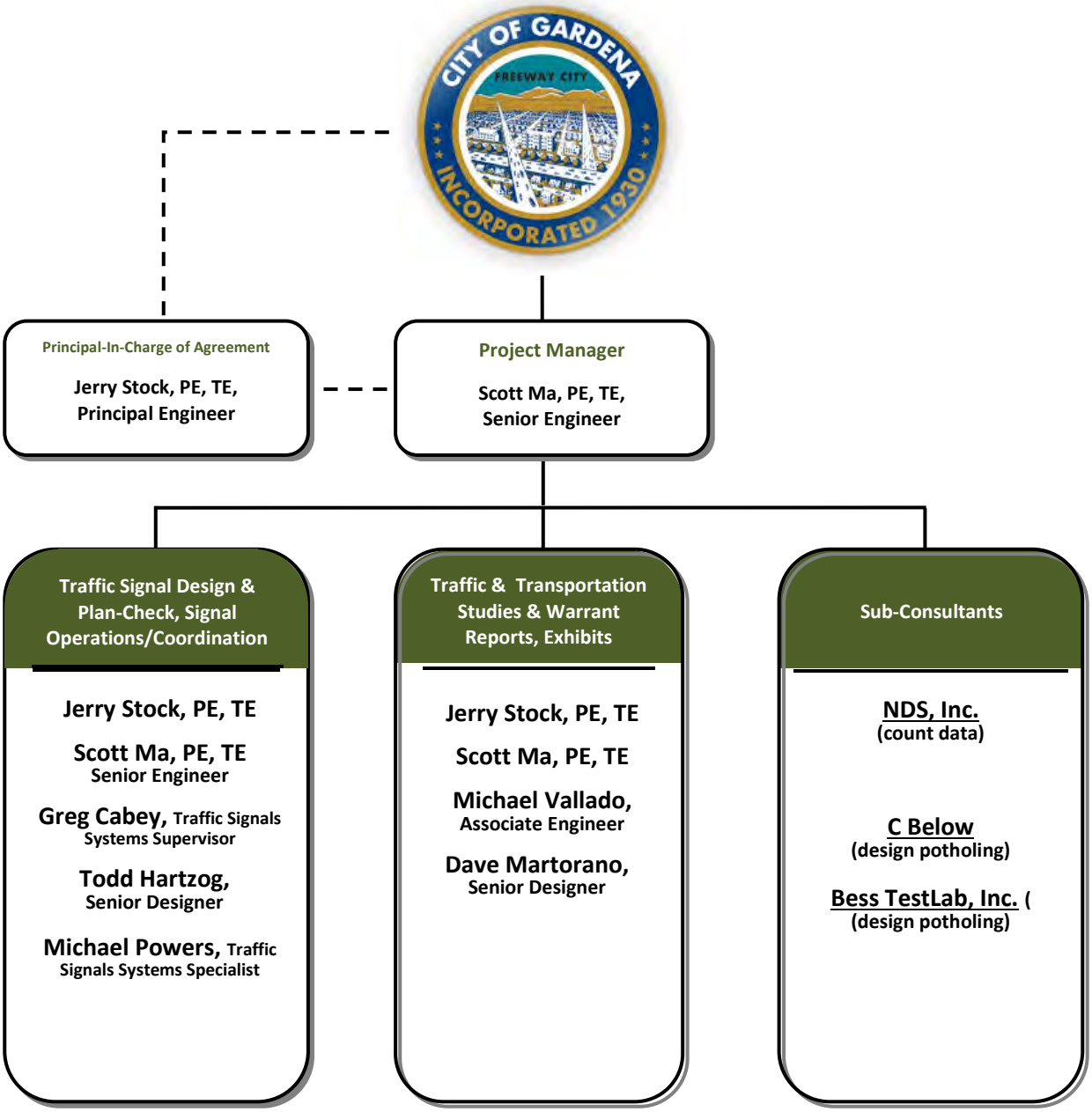
ORGANIZATION CHART:



HCI staff is comprised of (12) engineering professionals and technicians who have the proven ability/expertise to meet the ever-changing, challenging needs of the modern city. As shown above, HCI is providing an organizational chart showing the relationship of the City of Gardena and our proposed consultant team. Our proposed personnel are all headquartered in our Tustin office and will remain during the term of the agreement. HCI is proposing as the prime consultant, with two sub-consultants: NDS and possibly Bess Testlab or C Below. National Data & Surveying Services, Inc. (NDS) may be used more frequently for requested traffic count data collection associated with reports, surveys, studies, and investigations. C Below or Bess Testlab will only be used as-needed/approved for design potholing of traffic signal pole foundations.

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SIMILAR PROJECTS / SERVICES:

HCI has extensive experience in the development of traffic engineering plans, such as traffic signal design/modification, signal interconnect design, and signing & striping, as these are among our firm's primary service products. In the past recent years, our HCI project team successfully completed the following design plans:

- **San Juan Capistrano** – HCI recently completed a traffic signal modification design for Adams Streeter for the intersection of Camino Capistrano and Old Mission Road in 2024, which included signing/striping design, as part of the Arguello Way Beautification project. Construction is expected in 2024.

- **City of Yucaipa** – HCI recently completed a traffic signal installation design for the intersection of Oak Glen Road and Colorado Street in 2023. Construction is expected in 2024.

- **City of San Juan Capistrano** – HCI recently completed a traffic signal installation design for the intersection of La Novia Avenue and Calle Arroyo in 2023. Construction is expected in 2024.

- **City of Bellflower** – HCI recently completed two traffic signal designs in 2023: 1) intersection of Bellflower Blvd at Park St; and 2) intersection of Bellflower Blvd at Cedar St. Construction is expected in 2024. HCI also completed 4 other traffic signal designs along Lakewood Blvd in 2022.

- **City of Yucaipa** – HCI completed a traffic signal installation design for the intersection of Live Oak Canyon Road and Outer Highway 10 South during the past year in 2022. HCI also completed 2 other traffic signal designs for the City: 1) Oak Glen Road at Sunnyside Drive Signal Modification in 2021; and 2) Oak Glen Road at 2nd Street Signal Installation in 2020.

- **Town of Apple Valley** – HCI completed a traffic signal modification design for the intersection of Navajo Road and Powhatan Road in 2022 for adding protected left-turn phasing to the SB movement, and included a left-turn phasing warrant and LOS analysis. HCI also completed a similar traffic signal modification design for the intersection of Bear Valley Road and Deep Creek Road in 2021.

- **County of Riverside/Caltrans** – HCI completed a traffic signal modification design for the County/Caltrans shared intersection of Winchester Road and Thompson Road in 2021, which included signing/striping design, as part of an adjacent development project.

- **City of Bellflower** – HCI completed 3 new traffic signal designs in 2020: 1) Bellflower Blvd at Harvard St.; 2) Bellflower Blvd at Mayne St.; and 3) Woodruff Ave at Lindale St. The designs included signing/striping and minor civil engineering work. Both Bellflower Blvd signals included decorative traffic signal equipment.

- **City of Whittier** – HCI completed a new/modified traffic signal design for the off-set T-intersection of Greenleaf Avenue and Putnam Street in 2019. The design included updating the existing signal, and including the adjacent offset T-intersection into one signalized intersection with special off-set overlap phasing. The design also included new video detection, EVP, signing & striping design, and minor civil engineering work.

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SIMILAR PROJECTS / SERVICES: (*continued*)

HCI also has extensive experience in the preparation of traffic-related studies, such as traffic signal warrant studies, left-turn phasing warrant studies, Stop sign warrant studies, LOS operational/queuing analyses, Engineering and Traffic (E&T) speed limit surveys, as well as traffic signal timing, plan-checking services, and review of traffic impact analyses for our client cities. In the past recent years, our HCI project team completed the following:

- **Cerritos** – Multi-Way Stop Sign warrant analyses for 1 intersection in 2024.
- **Stanton** – E&T Survey for Speed Limits. Completed in 2024.
- **Laguna Hills** – Sight Distance Evaluation at 2 locations. Completed in 2024 & 2023.
- **Laguna Hills** – Multi-Way Stop Sign warrant analyses for 2 intersection, as well as a separate roadway speed evaluation and marked crosswalk analysis, in 2023.
- **Laguna Hills** – Prepared Traffic Signal Master Plan for 18 Intersections in 2023.
- **Coto de Caza** – Sight Distance Evaluation. Completed in 2023.
- **Town of Apple Valley** – Left-turn Phasing Warrant Analysis at Navajo/Powhatan in 2022.
- **Indian Wells** – E&T Survey for Speed Limits. Completed in 2022.
- **Coto de Caza** – Signing & Striping Roadway Evaluation. Completed in 2022.
- **City of Bellflower** – 3 Left-turn Phasing Warrant Analyses on Foster Road in 2022.
- **City of Yucaipa** – Multi-Way Stop Sign warrant analyses for 4 intersections in 2022.
- **City of Indian Wells** – Multi-Way Stop warrant analyses for 2 intersections in 2022.
- **City of Stanton** – Crossing Guard warrant analyses for 3 intersections in 2022.
- **City of Bellflower** – Traffic Signal Warrant Analysis for Bellflower/Cedar in 2022.
- **City of Lake Forest** – Marked Crosswalk Analysis for Catalina at Mariposa in 2021.
- **City of Bellflower** – Left-turn Phasing Warrant Analysis for Bellflower/Park in 2021.

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SIMILAR PROJECTS / SERVICES: (*continued*)

OVERVIEW AND APPROACH TO CITY REQUESTED SERVICES:

In general, HCI understands that the City's on-call engineering consultant services may require development of construction documents for necessary roadway engineering plans, including traffic signal plans, signing and striping plans, and also may include related plan-check and traffic studies.

More specifically, we understand that the City is interested in selecting consultants who have the civil & traffic engineering experience and expertise to provide as-needed engineering services, including traffic signal design, signing & striping design, and possibly related plan-check services, and review of traffic analyses.

We also understand the purpose of developing a qualified list of consultants capable of performing this work is to have a ready contract and required insurance in place to streamline the process of contracting for engineering and design work on various projects. These services are intended to be an on-call/as-needed basis to supplement staff's efforts where specific expertise is required or time constraints necessitate consultant assistance.

HCI provides these and other types of traffic engineering services, including traffic design, traffic signal timing, warrant analyses, construction observation services, and other traffic-related duties in a comprehensive and timely manner.

HCI does possess the expertise, experience, and familiarity in successfully providing the requested traffic engineering design services, including working with various regional agencies such as Los Angeles County and Caltrans District 7. On the following pages, we have provided responses on our typical on-call engineering experience and capabilities below each type of possibly requested engineering consultant service that may be assigned by the City.

If selected, our Senior Engineer, Mr. Scott Ma, PE, TE, and our Associate Engineer, Mr. Michael Vallado, will serve the City of Gardena in providing design and/or recommendations and requested services to the City's principal contact on an on-call basis. This team will ensure that consistent communication between the City of Gardena and HCI occurs regularly.

<u>On-call Traffic Engineering Services</u>

Our assigned staff that will serve the City of Gardena have a thorough knowledge and proficiency in local agency municipal codes, current State (Caltrans) standard plans and specifications, Highway Design Manual, Highway Capacity Manual, California Manual on Uniform Traffic Control Devices (CA MUTCD), policies and procedures for ADA regulations, traffic signal timing, traffic engineering modeling and methodologies, County/City traffic standards and methodologies, and the State of California Vehicle Code. Our team will provide the City with the materials and labor to perform the requested traffic engineering services and conform to these standards.

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SIMILAR PROJECTS / SERVICES: (*continued*)

Under the direction of the City's principal contact, or other approved staff member, HCI will be ready to provide on-call traffic engineering consulting services and address the following areas within the City of Gardena Public Works Department:

1. **Provide traffic engineering design.**

   HCI has extensive experience in the development of traffic engineering plans, such as new traffic signal, traffic signal modification, signal interconnect, signing and striping, and traffic control plans, as these are our firm's primary service products. For each of these types of plans, HCI includes technical provisions and engineer's estimates that complement each plan set providing complete PS&E that is ready for construction bidding on time and within the approved schedule. Examples of our different types of designs can be submitted for the City's review upon request.

2. **Review, plan-check, and make recommendations on traffic plans and reports, and provide input relating to traffic issues on planning and development applications.**

   Our staff also has extensive experience in reviewing and analyzing several types of City and developer-related plans, as well as assimilating the findings and recommendations into easily understood summations. Our experience and expertise also allows quick and complete site plan review for traffic engineering applications to determine conformance to traffic, parking, access, street and pavement, subdivision requirements, meetings with developers or contractors to resolve traffic issues.

   It is noted that many development-related services such as the review of street improvement or traffic signal plans are project specific and are treated as recoverable project costs.

   Upon request, HCI staff will render and remit a typed plan-check correction/clarification list (2 copies) to the Public Works Department within (10) working days from notification by the City for a typical development project.

3. **When requested, prepare written engineering reports related to pedestrian traffic patterns, traffic installations, and traffic control devices such as STOP signs, traffic signals, crosswalks, speed zones, traffic control, and similar matters.**

   Our staff prepares numerous amounts of warrant analysis and traffic operations reports every year for various city agencies, such as, traffic signal warrants, left-turn phasing warrants, multiway stop warrants, operational level-of-service (LOS), queuing analyses, crosswalk warrants, traffic calming studies, Engineering and Traffic (E&T) surveys for speed limits, etc. HCI staff has obtained and analyzed data, prepared exhibits, and developed reports for literally hundreds of traffic studies. Sample reports can be forwarded to the City upon request.

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SIMILAR PROJECTS / SERVICES: (*continued*)

Again, HCI staff has extensive experience in reviewing and analyzing all types of City and developer-related traffic studies and reports, as well as assimilating the findings and recommendations into easily understood summations.

4. **Provide technical advice on traffic signal facilities, accident rates, new developments, and maintenance of traffic facilities.**

   HCI has the capability and range of expertise to provide technical advice to the City of Gardena on many traffic or transportation-related issues or facilities. HCI staff will complete the requested services in a thorough and efficient manner, on time and within the approved fee schedule.

5. **Review proposed improvements for conformance to the City's Traffic Standards.**

   As previously noted, HCI has the expertise to review proposed improvements, development, site, and traffic management plans (i.e., traffic control plans) for conformance to the City's standards, from both a traffic engineering and civil engineering perspective.

6. **Work closely with City staff, Caltrans, Los Angeles County, and local law enforcement agencies in analyzing traffic-related issues and mitigation.**

   A tenet of HCI is our belief that we serve as an extension of City staff and consider ourselves as associates in the well-being of the City. Through our successful work in other communities, HCI already has these relationships firmly established. One notable and particularly important relationship is working with Caltrans. HCI staff has been able to quickly contact the correct person for project development, along with other similar individuals at Caltrans District 7 as well as Los Angeles County, in order to resolve traffic-related matters that affect our client cities.

7. **Work with City staff and other consultants in developing, monitoring and providing input into traffic services.**

   Since our client base are primarily municipalities, we have extensive experience working with both City staffs and other city consultants in providing the support necessary to ensure that traffic services and transportation planning required by the City are met.

   These associations also afford HCI the opportunity to learn and share new technologies, products and procedures with our client cities.

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SIMILAR PROJECTS / SERVICES: (*continued*)

8. When requested, advise the City regarding traffic-related matters.

HCI's collective experience and expertise in most aspects of traffic and transportation engineering allows our staff to provide advice and recommendations to our client cities on numerous traffic issues. If a new or unique situation arises, HCI staff does not hesitate in performing the research necessary to determine an appropriate action or recommendation.

9. Develop a prioritized list of traffic improvement projects for inclusion into the City's Capital Improvement Program (CIP) and incorporate into existing project lists.

HCI has also worked with many of our client cities in identifying and developing long and short-range CIP projects consistent with the economic capabilities of the City. A fundamental goal of HCI in developing CIP projects is to provide City staff with that data necessary to make meaningful decisions at critical stages of the project's development, in order to provide viable, achievable options. Consistently reaching this goal assists with resolving issues and problems associated with each project.

Possible traffic engineering candidate projects the City of Gardena may desire to consider or expand on include the following:

a.) Video surveillance of other major intersections or street segments.
b.) Identification and analysis of potential critical intersections, improvement alternatives, and funding opportunities.
c.) An updated Signal Construction or Modification Priority List, including long-term maintenance and equipment needs.
d.) Implementation of citywide emergency vehicle preemption (EVP) systems.
e.) Changeable message signs.
f.) Countdown pedestrian signal indications.

10. Other duties, as assigned by City Engineer or Director of Public Works.

As previously noted, HCI's collective experience and expertise in most aspects of traffic and transportation engineering allows our staff to provide recommendations to our client cities on numerous traffic issues. Consequently, if a unique situation arises or a new duty is assigned by the City's principal contact, HCI staff will not hesitate in performing the research necessary to determine an appropriate action or recommendation.

If other services are requested on a project-by-project basis, HCI will negotiate with the City and provide a pre-agreed scope of work and hours required to complete the work.

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REFERENCES:

Below we are providing a listing of nine (9) relevant City references where HCI continues our on-call traffic engineering and signal design services, for the City of Gardena's review & verification of our experience. All services are considered on-call/on-going traffic engineering services with assigned projects completed as requested and on schedule.

1. **City of Bellflower** - City Engineer & City Traffic Engineer Contract Services, (since 2000)
   Mr. Len Gorecki, Assist. City Manager/Public Works Director, lgorecki@bellflower.org (562) 804-1424;
   Project Manager and Principal in Charge of Services – Mr. Gerald J. Stock, PE, TE

2. **City of Cypress** - City Traffic Engineering & Signal Operations Services, (since 1994)
   Mr. Nick Mangkalakiri, P.E., City Engineer, NMangkal@cypressca.org, (714) 229-6750;
   Principal in Charge of Traffic Signals – Mr. Greg Cabey

3. **City of Hermosa Beach** - On-Call City Traffic Engineer Contract Services, (since 2006)
   Mr. Lucho Rodriguez, Acting Director of Public Works, lrodgriguez@hermosabch.org, (310) 318-0210;
   Contract City Traffic Engineer – Mr. Scott Ma, PE, TE

4. **City of Indian Wells** – On-Call City Traffic Engineering & Signal Operations Services, (since 2015)
   Mr. Ken Seumalo, P.E., Public Works Director, kseumalo@indianwells.com; (760) 776-0237;
   Project Manager and Principal in Charge of Signals – Mr. Greg Cabey

5. **City of Laguna Hills** - City Traffic Engineering & Signal Operations Services (since 2000)
   Mr. Joe Ames, PE, TE, Public Works Director/City Engineer, james@lagunahillsCA.gov; (949) 707-2655;
   On-Call Traffic Engineering Services
   Project Manager and Principal in Charge of TE Services – Mr. Gerald J. Stock, PE, TE
   On-Call Traffic Signal Operations Support Services
   Principal in Charge of Signals – Mr. Greg Cabey

6. **City of Lake Forest** – City Traffic Engineer Services, (since 2014)
   Mr. Thomas E. Wheeler, P.E., Director of Public Works, twheeler@lakeforestca.gov; (949) 461-3480;
   On-call Professional Engineering Services
   Project Manager in Charge of Traffic Engineering Services – Mr. Scott Ma, PE, TE

7. **City of San Juan Capistrano** - On-Call Traffic Signal Operations Services, (since 1995)
   Mr. George Alvarez, Project Manager, GAlvarez@sanjuancapistrano.org, (949) 443-6351;
   Principal in Charge of Traffic Signals – Mr. Greg Cabey

8. **City of Tustin** - City Traffic Engineering & Signal Operations Services, (since 1993)
   Mr. Ken Nishikawa, Deputy Director of Public Works, KNishikawa@tustinca.org; (714) 573-3263;
   On-call Professional Engineering Services
   Project Manager in Charge of Traffic Engineering Services – Mr. Doug Anderson
   Traffic Signal Operations Support Services / Signal Monitoring
   Project Manager and Principal in Charge of Traffic Signals – Mr. Greg Cabey
   On-Call Traffic Signal, Signing & Striping, & Traffic Control Plan-Checking Services
   Project Manager in Charge of Plan-Checking Services – Mr. Scott Ma, PE, TE

9. **City of Yorba Linda** - On-Call City Traffic Engineering Services, (since 1994)
   Mr. Tony Wang, Traffic Engineering Manager, twang@yorba-linda.org; (714) 961-7170;
   Project Manager and Principal in Charge of Traffic Signals – Mr. Greg Cabey

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FEE SCHEDULE:

HCI is proposing to use our Schedule of Hourly Rates (attached in the appendix) for all our proposed staff positions that may be performing various on-call professional traffic engineering consulting services for the City of Gardena on a time-and-materials (T&M) basis under a new agreement, on an as-needed basis.

Our Schedule of Hourly Rates will be fixed for the duration of the initial 3-year term. If the City desires to extend the term for one or two years, HCI respectfully requests adjustments to the hourly rates at that time.

As mentioned, for most requested services, HCI proposes to serve the City of Gardena as a sole prime consultant on specific projects and does not intend on using any sub-contractors, with exception to obtaining City-requested traffic count data and possible design potholing to make sure utilities are clear for new, larger traffic signal pole foundations.

HCI also understands that future proposals for individual specific projects may be requested by the City of Gardena from firms which are selected and have executed agreements for professional on-call engineering consulting services. The attached rates will be used to prepare these specific proposals.

RESUMES:

Full resumes of our proposed staff are included in the appendix.

AGREEMENT / INSURANCE / BUSINESS LICENSE:

As HCI is currently serving several local agencies with on-call traffic engineering services, HCI is very familiar with most City requirements under their Professional Services Agreement. HCI respectfully requests certain exceptions to the agreement, as shown on the one agreement page attached in the appendix.

HCI will provide updated insurance and business license requirements at the time of execution of a new agreement for a three-year contract. HCI also understands that the execution of an On-call Professional Engineering services contract does not guarantee the City of Gardena will award work to the selected consultant(s).

Lastly, it is important to note, HCI has had no failures or refusals in completing a contract, and as no other financial interests in other lines of business.

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HCI
SCHEDULE OF HOURLY RATES

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Schedule of Hourly Rates
for
City of Gardena - On-Call Professional Engineering Services
September 1, 2024 – August 30, 2027

Classification	Hourly Rates
Expert Witness / Deposition	$300
Litigation Consultation	$270
Two-Person Survey Crew	$270
Litigation Field Evaluation	$245
Principal Consultant	$190
Project Manager	$180
Registered Land Surveyor	$175
Senior Engineer	$165
Storm Water Permit Compliance Engineer	$165
Associate Engineer	$160
Construction Manager	$150
Traffic Signal System Supervisor	$150
Mural Artist	$150
Senior Designer	$145
Traffic Signal Systems Specialist	$140
Assistant Engineer	$135
Draftsperson	$115
Technician	$ 100
Word Processor	$ 85
Clerical	$ 70
* Traffic Counts (Cost, plus 15%)	$ *

Note: Out of pocket expenses (blueprinting, reproduction, printing and delivery service) will be invoiced at Cost. These other direct costs are included in the not-to-exceed values for the aforementioned scope of services. A 15% fee for administration, coordination and handling will be added to subcontracted services. **This Schedule of Hourly Rates is effective as of July 1, 2024.** Rates may be adjusted after that date to compensate for increases of inflationary trends. Mileage shall be per current IRS rate (rate can be found at the following link: https://www.irs.gov/newsroom/irs-issues-standard-mileage-rates-for-2024-mileage-rate-increases-to-67-cents-a-mile-up-1-point-5-cents-from-2023#:~:text=Beginning%20on%20Jan.%201%2C%202024,up%201.5%20cents%20from%202023.

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RESUMES

Docusign Envelope ID: 0B3CEDEE-8961-4BD8-94C9-D5BDAD600325

Gerald J. Stock, PE, TE
Executive Vice-President

RESUME

Years of Experience: 30

Education:
1989 BSCE, Civil Engineering,
University of Colorado, Denver

1978 BS, Geology,
California State University, Long Beach

Professional Registrations & Certifications:
Registered Civil Engineer–California No. 52822

Registered Traffic Engineer–California No. 2049

Chi Epsilon – 1989

Professional Affiliations:
American Public Works Association
American Society of Civil Engineers

Mr. Stock is Executive Vice President with the consulting firm of Hartzog & Crabill, Inc. (HCI) in charge of city and traffic engineering services. He provides consulting to public agencies from both a technical and organizational perspective. Mr. Stock's background includes a broad array of municipal projects from project conception through completion. He has directed city staffs in both long-term capital project planning as well as the day-to-day activities associated with managing a municipal engineering department.

Mr. Stock's experience includes over (30) years of project management, capital improvement planning, design, and contract administration. He is well-versed in both the technical and the political challenges of municipal engineering activities.

Mr. Stock has recently completed Engineering and Traffic surveys for the Cities of San Juan Capistrano, South Gate, Indian Wells, Laguna Niguel, and San Gabriel, and in prior years in Bellflower, Hermosa Beach, Laguna Hills, Monrovia, Monterey Park, Moorpark, Villa Park, and Yucaipa. In every case, the project was completed on time and on budget.

Administration:
Since 2000, Mr. Stock has served the City of Bellflower as contract City Engineer and City Traffic Engineer. Mr. Stock also serves the City of Hermosa Beach as on-call Traffic Engineer. Prior to joining HCI, Mr. Stock was employed by the City of Norwalk as their in-house City Engineer. Mr. Stock represents the Engineering/Public Works Department before the Public Safety and Planning Commissions, as well as the City Council for his client cities.

Mr. Stock has directed City staffs and consultants regarding the administration of client city's Congestion Management Program, NPDES activities, grant applications and grant administration, underground utility districts, and pipeline/utility franchises.

Transportation:
Most recently, Mr. Stock oversaw the design and construction of the widening of Bellflower Boulevard, between Artesia Boulevard and the SR-91 Freeway ramps, using Measure R funds via the SR-91/I-605 Freeway/I-405 Freeway Technical Advisory Committee.

Mr. Stock prepared intersection widening plans in the City of Laguna Hills, as well as completed the Engineering and Traffic Surveys for Speed Limits in the Cities of Laguna Hills, Laguna Niguel, San Juan Capistrano, and Yorba Linda.

The City of Bellflower selected Mr. Stock to represent the City on the technical advisory committee (TAC) of the SR-91/I-605 Needs Assessment Major Corridor Study. As vice-chair of the TAC, Mr. Stock's role is to ensure that the City's interests are protected during the planning and development of major improvements along the SR-91and I-605 Freeways in Bellflower.

HARTZOG & CRABILL, Inc.

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Scott Q. Ma, PE, TE
Senior Engineer

RESUME

Years of Experience: 20

Education:
2002 BSCE, Civil Engineering,
University of California, Berkeley

Professional Registrations & Certifications:
Registered Civil Engineer–California
No. 70812

Registered Traffic Engineer–California
No. 2519

Professional Affiliations:
Institute of Transportation Engineers

Member, Orange County Traffic Engineering Council (OCTEC)

Mr. Scott Ma is a Senior Engineer with the traffic engineering consulting firm of Hartzog & Crabill, Inc (HCI). Mr. Ma is a registered Civil and Traffic Engineer with the State of California, and has over (20) years of engineering experience. Mr. Ma has a wide breadth of experience in the field of traffic engineering and transportation planning.

Traffic Engineering
Mr. Ma's responsibilities are to provide project management and design expertise for various traffic-related projects. Mr. Ma's experience includes the preparation of Plans, Specifications and Estimates (PS&E) for numerous projects throughout Southern California. These include traffic signal plans, traffic control plans, road improvement plans, and signing and striping plans.

Mr. Ma has experience in signal operations and the development, implementation and calibration of coordination timing plans. Mr. Ma has also conducted Engineering and Traffic Surveys (E&TS), traffic signal warrant studies, multiway stop warrant studies, and traffic index (TI) calculations.

Transportation Planning
Mr. Ma has prepared numerous traffic impact studies, queuing studies, and shared parking studies for development projects. Mr. Ma has also participated and provided his traffic knowledge in the development of General Plans/Mobility Plans, Bicycle Master Plans, and Safe Route to School Plans.

Municipal Engineering
Mr. Ma is currently serving the Cities of Lake Forest and Hermosa Beach as consulting Traffic Engineer. He previously served as consulting Traffic Engineer for the City of South Gate. In his role, he has assisted city staff in the development of long-term Capital Improvement Programs (CIPs) as well as the day-to-day activities such as traffic-related requests from residents. Mr. Ma has applied his traffic expertise to provide plan check services, process Encroachment Permits, implement permit parking programs and review private development plans.

Representative Projects List
- City of Commerce, HSIP Traffic Signal Modification Plans for Four (4) Intersection
- City of Commerce, Class II Bike Lanes Striping Plans for Eastern Avenue, Commerce Way and Harbor Street
- City of Bellflower, Traffic Signal Plans for Four (4) Intersections on Lakewood Boulevard
- City of Bellflower, Bellflower Boulevard and Cedar Avenue Traffic Signal Plan
- City of Yucaipa, Live Oak Canyon Road and Outer Highway 10 South Traffic Signal Plan
- City of Indio, 35 Arterial Highways and Local Streets for Signing and Striping Plans for Bicycle Facilities
- City of Hermosa Beach, On-Call Traffic Engineering Services, Consulting Traffic Engineer
- City of Lake Forest, On-Call Traffic Engineering Services, Consulting Traffic Engineer

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Michael A. Vallado
Associate Engineer

RESUME

Years of Experience: 22

Education:
BSCE – Civil Engineering, 1997
California State University, CA

Professional Affiliations:
City Traffic Engineers (CTE)

Member, Orange County Traffic Engineering Council (OCTEC)

Traffic Signal Association (TSA) for Los Angeles, Orange, Riverside, and San Bernardino Counties

Mr. Vallado brings over (22) years of civil engineering experience specifically related to traffic engineering and signal design.

Five (5) of these years were devoted to managing the City of Glendora's Traffic Engineering section, while the last (17) years have been with Hartzog & Crabill, Inc. (HCI).

Mr. Vallado's responsibilities with HCI include conducting traffic-engineering warrant studies, developing traffic Level-of-Service (LOS) operational analysis reports and providing recommendations, preparing specifications, and project management of final preparation of project plans, specifications and estimates (PS&E) to client cities.

Mr. Vallado has also assisted with the construction management of several traffic signal construction projects for various client cities.

PRIOR EXPERIENCE:

City of Glendora, Public Works Department, Glendora, CA 1999-2003

Civil Engineering Assistant-Traffic

- ✓ Maintained the operations of forty (40) traffic signals in the city.
- ✓ Administered the entire process of the Traffic Safety Committee, including preparing the Agenda, gathering data for initial staff recommendations, notifying all affected residents, reserving Council Chambers, transcribing minutes from the meeting for City Council approval, and implementing all approved changes by issuing work orders.
- ✓ Designed and prepared plans, specifications, and estimates for new traffic signals, signal upgrades, and signing/striping projects.
- ✓ Managed the duties of a Traffic Engineering Aide to assist in all aspects of the Traffic Engineering Division.
- ✓ Developed and implemented a new Preferential Parking District for residents in the vicinity of Glendora High School.
- ✓ Inspected sight-distance requests regarding traffic issues.
- ✓ Oversaw the speed hump design and installation project on Ada Ave between Cullen Ave and Glenwood Ave.
- ✓ Reviewed traffic control plans for all different types of project developments.

Scienscope International, Inc., Walnut, CA 1998-1999

Product Manager

- ✓ Developed and produced specifications and owner's manuals for all optical engineering products manufactured/sold.
- ✓ Answered technical information from company distributors and customers regarding manufactured products.
- ✓ Attended product trade shows in various cities and states to display/promote optical products and meet with clients.
- ✓ Assisted with marketing/advertising of all products in company Internet website, magazines, registers and suppliers handbooks.
- ✓ Translated catalog information into Spanish for customer base in Mexico and South America.

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Greg Cabey
Traffic Signal Systems Supervisor

Years of Experience: 31

Education:
Associate of Arts–Technical Electronics, Fullerton College, California, 1981

Professional Affiliations:
Treasurer,
Traffic Signal Association (TSA)
Orange County Chapter

Member, International Municipal Signal Association (IMSA)
Certified as a Traffic Signal Inspector and Level III Traffic Signal Technician

RESUME

Mr. Greg Cabey brings over (31) years of traffic signal experience to the Hartzog & Crabill, Inc. (HCI) project team specializing in signal communications systems, timing development, implementation and fine-tuning of coordination timing.

Greg frequently assists client cities with reviewing numerous OCTA TSSP corridor projects under development by other consultants. The Imperial Highway and Los Alisos Boulevard TSSP projects are two current examples of projects where Greg is assisting our client cities with review of another consultants' timing development as well as providing construction support.

Prior to the last (19) years working with HCI, Greg was a Signal Maintenance Lead-man for Peek Traffic for over (12) years. Greg's extensive field experience with signal systems and all types of signal controller functions will aid in the success of any traffic signal coordination-type project.

RELEVANT EXPERIENCE:

Traffic Signal Operations Management (9 Cities, CA) On-Going –

Greg provides assistance to Mr. Trammell Hartzog in regards to traffic signal timing and operations monitoring services for the Cities of Cerritos, Cypress, Indian Wells, Moorpark, Rancho Santa Margarita, San Juan Capistrano, Stanton, Tustin, and Yorba Linda. His responsibilities include daily reviewing and comparing of timing to verify if all traffic signals are in good working order. Any malfunctions logged are quickly reported to the City's designated agency or traffic signal maintenance contractor for dispatch. Greg also analyzes historical data in order to identify traffic volumes and patterns to assist in determining if an adjustment to signal timing is necessary. Greg verifies if timing is programmed correctly in each master and controller. His on-going monitoring and maintenance services of signal timing for these city agencies combine to approximately (500) signalized intersections.

Ball Road-Taft Avenue Traffic Signal Synchronization Project (OCTA, Various Orange County Agencies) 2019. This TSSP project involved coordinating (38) intersections within Cities of Anaheim, Orange, and Caltrans.

Kraemer Avenue/Glassell Street/Grand Avenue Traffic Signal Synchronization Project (OCTA, Various Orange County Agencies) 2018. This TSSP project involved coordinating (61) intersections within Cities of Brea, Placentia, Yorba Linda, Santa Ana, and Caltrans.

Del Obispo Street Traffic Signal Synchronization Project (OCTA, Cities of San Juan Capistrano & Dana Point) 2016. This TSSP project involved coordinating (16) intersections along a 3.6 mile segment.

Paseo de Valencia Traffic Signal Synchronization Project (OCTA, Led by City of Laguna Hills) 2015. This TSSP project involved providing traffic signal coordination timing for (12) intersections along 3.3 miles.

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REQUEST CITY'S REVIEW OF EXCEPTIONS TO SAMPLE AGREEMENT

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to ~~defend~~, indemnify, hold free and harmless the City, its elected officials, officers, ~~agents~~, employees ~~and volunteers~~, at Consultant's sole expense, from and against ~~any and all~~ claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, ~~agents,~~ employees ~~and volunteers~~ arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. ~~The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable~~. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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Per our Insurance Provider's recommendations, HCI requests that the following highlighted language be incorporated into the Indemnification section of the City of Gardena's agreement.

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performance of services under this Agreement. Consultant shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of City or the City's designees at reasonable times to such books and records; shall give the City the right to examine and audit said books and records; shall permit City to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Notification of audit shall be provided at least thirty (30) days before any such audit is conducted. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

Upon completion of, or in the event of termination or suspension without cause of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of the Consultant. With respect to computer files, Consultant shall make available to the City, at the Consultant's office and upon reasonable written request by the City, the necessary computer software and hardware for purposes of accessing, compiling, transferring, and printing computer files.

10. INDEMNIFICATION AND HOLD HARMLESS

Indemnity for professional liability: When the law establishes a professional standard of care for Consultant's Services, to the fullest extent permitted by law, Consultant shall indemnify, protect, defend and hold harmless City and any and all of its officials, employees, and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including legal counsels' fees and costs to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of Consultant, its officers, agents, employees or subconsultants (or any agency or individual that Consultant shall bear the legal liability thereof) in the performance of professional services under this Agreement.

Indemnity for other than professional liability: Other than in the performance of professional services and to the full extent permitted by law, Consultant shall indemnify, protect, defend and hold harmless City, and any and all of its officials, employees, and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including legal counsels' fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or agency for which Consultant is legally liable, including but not limited to officers, agents, employees or subcontractors of Consultant.

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH IDS GROUP

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **IDS Group,** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - Architecture and Landscape Architecture

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9, 2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the

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services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by

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this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall

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be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	IDS Group 1 Peters Canyon Road, Suite 130 Irvine, CA 92606 Attn: Said Hilmy Principal In Charge/Contract Administrator

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

Tasha Cerda, Mayor

ATTEST:

Mina Semenza, City Clerk

APPROVED AS TO FORM:

Carmen Vasquez, City Attorney

CONSULTANT – IDS Group

Said Hilmy
Name

Sign: Said Hilmy
Title: President

Rami Elhassan
Name

Sign: Rami Elhassan
Title: Secretary, VP

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference. In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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City of Gardena

Public Works Department

ON-CALL PROFESSIONAL SERVICES

Architecture & Landscape Architecture

IDS GROUP

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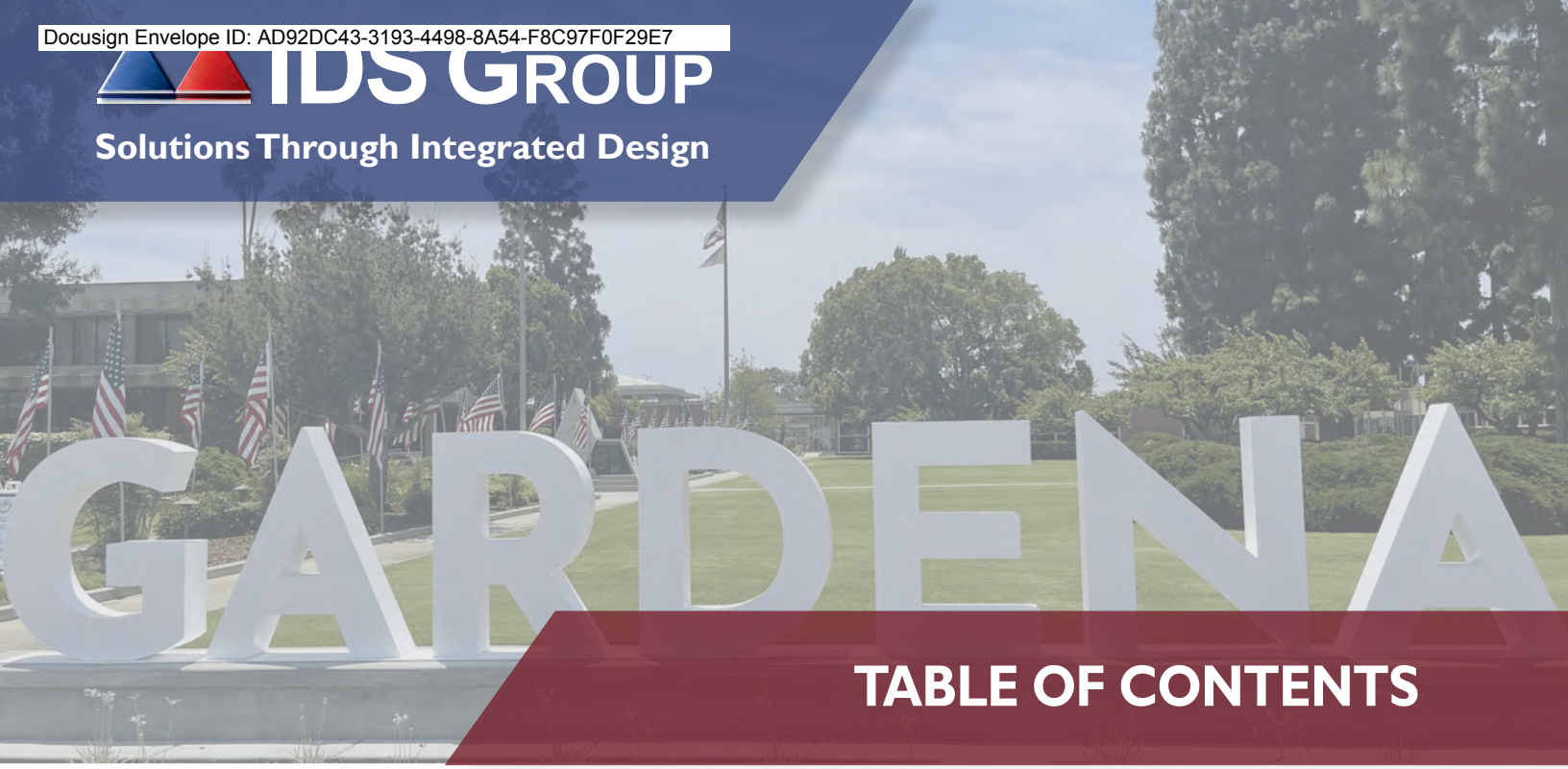
IDS GROUP

Solutions Through Integrated Design



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IDS GROUP

June 13, 2024

City of Gardena Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778

SUBJECT: **Request for Qualifications for On-Call Professional Services - Architecture & Landscape Architecture**

Attention: Kevin Kwak, Assistant Public Works Director

Dear Members of the Selection Committee,

IDS Group, Inc. (IDS) is pleased to present our qualifications to the City of Gardena for On-Call Professional Services for Architecture and Landscape Architecture. As a fully integrated architectural/engineering multidisciplinary firm, IDS has significant and proven experience in providing A/E design services for complex design renovations, additions, and modernizations as well as new construction for various facilities and project types. IDS brings a proven track record interfacing with project stakeholders and code compliance for public agency projects.

IDS' Value to the City of Gardena:

- We have roots spanning six decades covering a wide range of renovation, expansion, and new projects that are aligned with the City of Gardena.
- Our in-house A/E project team brings recently completed work experience for upgrades to existing essential facilities, working along with public agency stakeholders on rehabilitation and development projects that include but not limited to assessments, pre-design, architectural and engineering design services, and cost estimates.

IDS has reviewed the Agreement and Insurance and agree to terms and conditions. IDS also acknowledges the receipt of Addenda No. 1 released on June 4, 2024.

Mr. John Silber, AIA, Principal Architect of IDS Group, will be the main point-of-contact for the City. Any questions pertaining to our submittal can be directed to John at 949.387.8500 Ext. 154 or via email john.silber@idsgi.com. Mr. Said Hilmy, PhD, PE, SE, LEED AP, Principal of IDS Group, hereby acknowledges that he will be the contract administrator for this submittal and will negotiate and contractually bind the firm regarding matters pertaining to this submittal.

IDS looks forward to continuing its relationship with the City of Gardena with its quality technical expertise and design solutions.

Sincerely,

IDS Group

John Silber, AIA
Principal Architect/Project Manager

Said Hilmy, PhD, PE, SE, LEED AP
Principal In Charge/Contract Administrator

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FIRM QUALIFICATIONS & EXPEREINCE

FIRM BACKGROUND

IDS Group, Inc. (IDS) is a multidisciplinary design firm with roots spanning over 60 years. Our longevity comes from integrating all specialized divisions under one roof giving our clients a premium customer experience by creating a "one-stop-shop" of design professionals. Not only does "IDS" stands for Integrated Design Services, our 90-plus staff brings a mixture of innate curiosity, technical expertise, building and infrastructure experience to all projects, applying these skills to each project's unique circumstances, and creating project success.

IDS has offices in Irvine, Los Angeles, Corona and Encinitas, California, ensuring local knowledge and providing our clients with quick response times. As a multidisciplinary architectural and engineering firm, IDS has the practical knowledge, insight, and resources to offer our clients comprehensive services and specialized solutions.

Our corporate infrastructure creates optimum utilization of resources for our staff, maximizing service efficiency. IDS is committed to project excellence, providing turnkey design solutions to the building and infrastructure industries. As an award-wining professional architectural/engineering consulting firm specializing in the design and renovation, evaluation and assessment, and construction administration for a wide range of clients and facilities.

IDS GROUP, INC.

60 Years

PROVIDING INTEGRATED DESIGN SERVICES

Business Information	
Company Ownership	IDS is a California Corporation
Contact Person	**Said Hilmy, PhD, PE, SE, LEED AP** Principal / Contract Administrator 949.387.8500 x 116 | said.hilmy@idsgi.com **John Silber, AIA** Principal Architect 949.387.8500 X154 | John.Silber@idsgi.com
Offices	**(Corporate Office)** 1 Peters Canyon Road, Suite 130 Irvine, California 92606 T: 949.387.8500 **(Additional Offices)** Los Angeles Office: 11845 West Olympic Boulevard, Suite 715 E Los Angeles, California 90061 T: 323.800.6500 Encinitas Office: 336 Encinitas Blvd., Suite 110 Encinitas, CA 92024 T: 619.768.6784 Corona Office: 980 Montecito, Suite 205 Corona, CA 92879 T: 619.768.6784
Number of Employees	90

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IDS GROUP

Throughout our history, we have been involved in numerous renovations, assessments, additions, design, and upgrades for all types of projects throughout Southern California.

Our services include the following:

- Architectural
- Landscape Architecture
- Structural Engineering
- Mechanical, Electrical & Plumbing Engineering
- Civil Engineering
- Cost Estimating
- Access Compliance (ADA)
- LEED Planning/Certification
- Energy Assessment
- Building Evaluations and Modifications
- Forensic Investigation
- Risk Assessment and Reduction
- Constructability and Design Review

Our project history demonstrates thoroughness and accuracy in our investigation and production of construction documents in accordance with established state procedures and guidelines, as well as having an efficient response time without diminishing the accuracy of the work.

ARCHITECTURAL SERVICES

One clear benefit that IDS offers our clients is our in-house interdisciplinary diversified staff that delivers the expertise of seasoned architects and engineers. IDS seamlessly integrates architectural design services with in-house design professionals who specialize in landscape architecture, structural, civil, mechanical, electrical, and plumbing engineering, as well as cost estimating to provide a well-rounded balance of design capabilities for our clients as a value-added service.

Our award-winning **Architectural** provides architecture, design, planning, programming, project management and renovation services to public and private clients throughout California. Our architectural services involve building assessments, alterations, and modifications, accessibility studies, ADA compliance studies and design, fire and life safety assessment and design, code review, space planning, remodeling, repair of damaged and deteriorated structures, and expansions and additions to existing facilities. The project experience of IDS staff encompasses new construction, renovation, re-adaptation, and tenant improvements to a variety of building types.

With staff of over twenty Architects, our award-winning architecture division provides architecture, design, planning, programming, project management and renovation services to public and private clients throughout California.

We have a specialized experience managing small and medium-scale projects, with particular proficiency in:

- Interacting with project stakeholders
- Conducting facility needs assessments & master plans
- Providing planning phase duties
- Preparing schematic designs, design development documents, and construction documents
- Developing construction cost estimates

THE IDS TEAM PROVIDES:

Specialization in issues critical to accurate condition assessments and successful project design and execution.

Expertise in system selection based on feasibility, sustainability and life cycle cost analysis.

Demonstrated ability to deliver successful projects consistently.

Availability of in-house qualified multi-discipline personnel.

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Our architectural team will assure the City of Gardena an approach that is industry leading, practical, responsive, and affordable. They work closely with our in-house engineering divisions to ensure the ultimate in design coordination. From the initial project programming and preliminary design concept to completion of construction, our work reflects innovative approaches to solving even the most complex space and design problems.

LANDSCAPE ARCHITECTURE DESIGN EXPERIENCE

IDS has a dedicated Landscape Architecture team that specializes in building healthy places for communities through the practices of landscape architecture and ecological restoration. The team focuses on the relationship between land and people where we are only as healthy as our surroundings. The majority of the team's work lies in municipalities, counties and other California agencies working closely with clients and stakeholder groups to design and build healthy communities and improve quality of life. The projects designed draw from natural and cultural histories of the land and improve the natural ecological systems. Specialized expertise includes historic preservation, adaptive re-use, cultural landscapes, cultural and natural history interpretation, ecological restoration, sustainable design, drought tolerant planting, low water irrigation systems, and context-integrated design.



El Paso & Southwestern Railroad Greenway

ADDITIONAL IN-HOUSE CAPABILITIES

Our **Structural Engineering** division is a recognized leader in the design, assessment, review, and seismic retrofit of buildings and site improvements. The depth of our work includes the design of new buildings utilizing steel, concrete, and masonry, the assessment and retrofit of numerous buildings of all sizes, the evaluation, and repair of distressed structures, peer and plan review, constructability review, and forensic engineering. Our team has been honored by the Structural Engineers Association of Southern California (SEAOSC) awards for innovative and outstanding design.



City of Irvine, Great Parks Concessions

Our **Electrical Engineering** division has extensive experience in a wide variety of projects and in the preparation of engineering studies and analyses, reviewing plans, drawings, and specifications for new construction projects for electrical code compliance, conducting electrical power consumption studies and field investigations, and providing construction cost estimates, concept studies and reports, and post-construction support for electrical engineering projects.

We also have extensive electrical project experience involving electrical power consumption studies and field investigations; the review of plans, drawings, and specifications of new construction projects for electrical code compliance and delivering post-construction support; construction cost estimates for electrical wiring infrastructures; and drafting concept studies and reports.



County of Orange, Brea Library Renovation

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Our **Mechanical/Plumbing Engineering** division is comprised of professional engineers and designers who are experts in the fields of heating, ventilating, air conditioning, plumbing, piping, and fire protection. We have provided design services for HVAC, plumbing, and fire protection systems for countless public projects and facilities including some of the largest parking structures in California. These projects encompass new construction, retrofit, modernization, and expansions of facilities.



City of Anaheim,
Anaheim West Tower HVAC Replacement

The IDS **Civil Engineering** division offers a wide array of expertise and experience, specializing in providing planning and entitlement, civil engineering, surveying and mapping, construction survey, LEED, sustainable design, construction administration, and drainage and storm water pollution treatment.

Our in-house **Cost Estimation Services** are provided by experienced cost estimators, supporting both new construction and complex renovation projects supplying extensive knowledge for a variety of tenant improvement types. Utilizing the latest in cost control methods, IDS ensures clients' projects are well planned and expertly executed. In the delivery of its cost services, IDS provides reliable, accurate estimates while meeting its client's most critical deadlines.

Sustainable Engineering

The firm's project approach begins with a complete assessment of project requirements to achieve a LEED certification or provide a sustainable design without certification. To meet the project requirements our team will investigate all sustainability options including photovoltaic solar system, commercial and residential fuel cell systems, geothermal ground source heat pump systems, low energy LED lighting products, water conservation design solutions, day lighting harvesting, low-flow plumbing fixtures and high SEER air conditioning equipment.

Bidding and Construction Administration Support

IDS has significant experience with providing practical, cost effective, fast/efficient solutions and high-quality construction documents and drawings and significant experience in construction support and on-site construction administration services for public projects. IDS will draw from our "Lessons Learned" gained through our extensive history of involvement with civic projects. We know firsthand that our ability to adapt to the challenging daily demands of the City's operation is essential to meeting the goals of the project. As an example, during the pandemic, IDS worked with several clients, conducting Zoom meetings, Bluebeam QA sessions, and continued communications via email and phone. Utilizing this valuable knowledge, IDS has employed new measures to ensure your objectives and goals are efficiently achieved and our team adheres to milestone schedules for successful project completion.

Building Information Modeling (BIM)

Building on decades of hands-on experience in Building Information Modeling (BIM), IDS is committed to creating value for our clients through innovative and fully integrated design solutions. IDS' BIM platform helps our multi-discipline design and construction teams improve project efficiency by optimizing performance and response-time of visualizations and simulations to create unprecedented data rich models. Our clients are experiencing the benefits of BIM that extend long past the completion of a project - including improved constructability, better-performing buildings and more efficient project delivery as well as construction cost savings, schedule compression and energy reductions.



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We have completed numerous BIM projects ranging from large civic projects, to K-12 School projects, and private commercial buildings. This includes the design of new buildings and tenant improvements of existing spaces. Additionally, IDS has assisted in the development of BIM standards for public and private organizations With the advances of the rendering technology, IDS maintains several state-of-the-art rendering programs to provide simulations and effective presentations.

FIRM QUALIFICATIONS

Our success is attributed to a thorough understanding of the required services, a sound work plan, communication, and effective management, as well as excellent engineering design. IDS has successfully served as a professional consultant to numerous public agencies to help meet workload demands and project scheduling commitments in relation to engineering consulting support services. Our team will support the City in fulfilling its critical mission to meet existing and future demands for various projects.



Our general approach to providing our standard services for each project begins with a solid understanding of the project requirements, including budget, schedule, details of scope of services, and deliverable items. Our work plan is based on effective management of resources which will include developing a project schedule, implementing effective communication protocol, monitoring project costs and budget, and implementing quality control measures to ensure quality documents. Our approach to each project is to act as the City's architectural and engineering design consultant for all design and approval-related activities.

Schematic Design

- **Field Review/Code Compliance:** Research project scope thorough field review and interviews with key stakeholders. The findings of the field review and interviews will be compared to the relevant materials furnished by the city and to applicable codes including current ADA codes.
- **Schematic Design:** Develop schematic designs and associated cost estimates for the project. The schematic designs will form the basis of initial presentation and review. The schematic designs will also be utilized to develop environmental technical studies and subsequent environmental documents.
- **Incorporate Plans with City's Standards:** The finished plans will be prepared consistent with the City's business standards.

Design Development

- **Experienced Team:** Mobilize a team of experts suited to the project scope, immediately following the approval of the conceptual design and authorization of a design contract. The team will be led by the project manager with oversight from the supervising principal.
- **Kick-off Meeting:** Assemble the project team with the City's representatives for a project kick-off meeting during which the conceptual design will be reviewed, and a timeline for the design development phase and construction document phase will be established.

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- **Meeting with Stakeholders:** Meet with all project stakeholders and review agencies to update all project scope aspects and to establish a sequence for the project review and approval, such that all reviews proceed in a logical fashion to minimize conflicting review comments and schedule impacts.
- **Progress Meetings:** Maintain a regular schedule of progress meetings throughout the design progress. A schedule of milestone progress submittals will also be established based upon the scope and the most logical sequence to fast-track the design process.
- **Milestone Review:** Hold milestone reviews. All milestones will conform to the approved schedule and will conclude with a team meeting to solidify the direction of the design.
- **Coordination:** Coordinate with all internal review staff and document and track comments for incorporation into the final design. Any deviations from the original scope documents or deviations from design standards will be immediately reported and confirmed with the design team. Throughout the design development phase, we will aggressively coordinate with all agencies having jurisdiction.
- **Documents delivered at 90% Progress Set:** At the 90% of Design Development progress, we meet with the City to review the 90% progress set of design development documents. We will implement any changes required.
- **Critical Path Schedule:** We will assist in the coordination of a Critical Path Schedule for construction.
- **Completion of Design Development:** At 100% of Design Development, we will deliver the Design Development progress set as hard copies, AutoCAD, and PDF file format.

Construction Documents

- **CD Development:** Proceed with preparation of construction documents upon authorization from the City after completion of design development.
- **Construction Documents:** Delivered documents will be as set forth in the scope of work and will include required building permit review/responses and permit ready documents.
- **Preconstruction Review:** Execute a comprehensive pre-construction review of the project to avoid any conflicting design issues, or specification misinterpretations or plan ambiguities. The extensive construction experience of the IDS staff will be particularly beneficial in this respect.
- **Cost Estimate:** Issue a final construction cost estimate and schedule along with the completed construction documents including specifications.

Bidding Assistance

- **Bid Review:** Assist in bid review and award, following bid advertisement and acceptance.
- **Pre-Bid Meeting:** We will attend the pre-bid meeting.
- **RFI Response:** Promptly respond to all Requests for Information during the bidding process and assist in Issuing Amendments if needed.

Construction Observation | Administration

- **Submittals:** Diligently document all responses and record observations from all field visits.
- **Contractor's Pay Request:** Assist in the evaluation of contractor pay requests and extra work authorizations if required.
- **Inspection:** Complete timely site inspections and attend site meetings.
- **Close-out:** Assist with project punch lists and project close-out.

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PROVIDING DELIVERABLES FREE OF ERRORS

Specific to the City, our team will review projects at every stage of submittal for quality assurance. We have designated QA/QC senior architects and engineers who along with our designated Project Manager will review documents before they are submitted to the City.

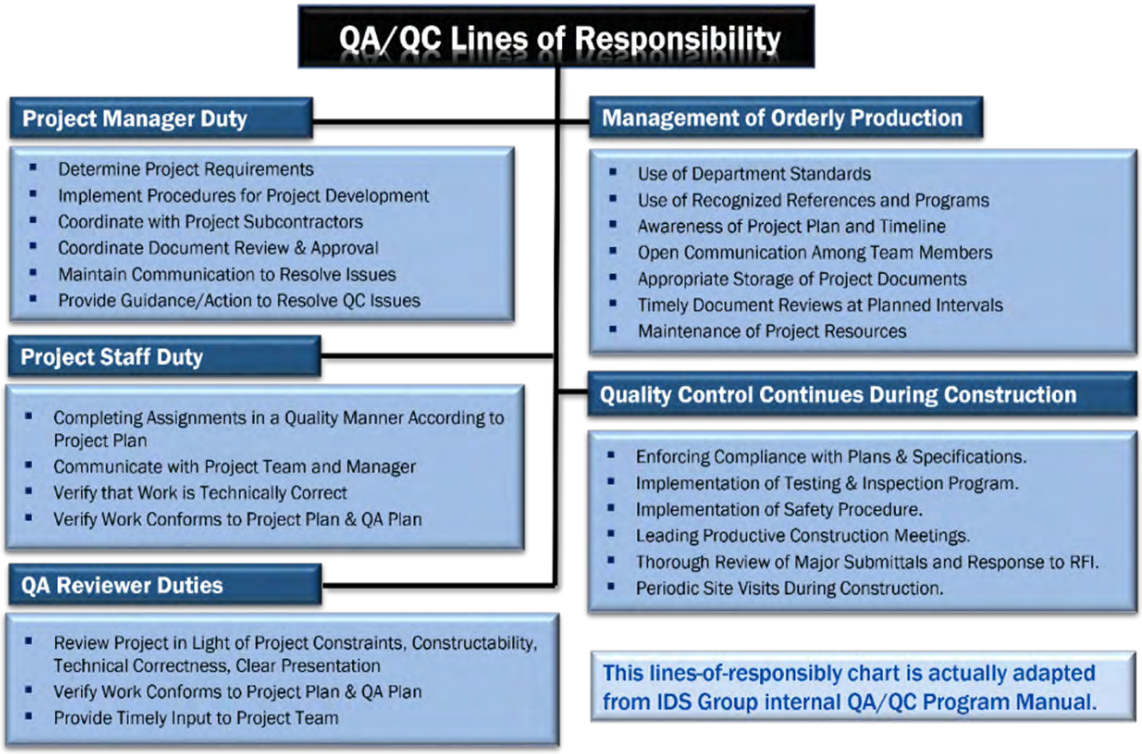
Our program requires all engineering work be reviewed by an experienced Quality Assurance/Quality Control (QA/QC) Manager(s). The main objective of this program is to satisfy the City's expectations for quality work from our design team and to limit the exposure of the City to problems that may arise during construction. The QA/QC Manager(s) will be in continuous contact with our Project Manager throughout the progress of the project.

Our practice stresses response to project requirements, adherence to applicable codes and regulations, developing work products consistent with standards prevailing in the profession, and producing reports conforming to our established in-house standards. Throughout the course of the project, our Project Manager will be in continuous contact with our team members to ensure efficient use of the capabilities of the entire team. He will interact frequently with the City's core group to ensure that we understand the requirements and preferences and to assure adherence to the project schedules and deliverables in a timely manner.

As a testimony to our audited Q/A Q/C procedures, IDS Group accomplished ISO 9001 Certification.

IDS QA/QC program manual based on ISO 9001 standard as applicable to A/E services:

1. Define the scope of work.
2. Determine processes to achieve the deliverables.
3. Perform the work
4. Check (QC) the work.
5. Confirm the work is updated per checker(s).
6. Document the process.



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PROJECT MANAGEMENT & PROJECT CONTROLS

IDS' project manager will implement project controls including timely and regular client communications, established monitoring to control costs and schedule. Activities under the umbrella of project controls include:



Project Planning: IDS' Project Manager will create project plans, schedules, WBS, and budget to establish a baseline to work with throughout the project. This includes a kick-off meeting to deeply understand all of our client's needs.

Budgeting: IDS' team will provide schedule-phased budgets, a transparent model that will be available to serve as a benchmark throughout the project and as an important cash flow tool for accurate invoicing and project accounting.

Risk Management: Our team will preemptively identify risks, monitor risk continuously, and develop a contingency plan to address and mitigate issues to help reduce impacts to budget and schedule.

Forecasting: IDS' team will perform regular updates to the schedule to ensure faster responses and corrective actions if a project schedule moves off-track.

Project Administration: This process involves established processes and systems that can help team members communicate and collaborate. The goal is to track status, action items, capture meeting minutes and lessons learned, and manage workflows seamlessly so teams can focus on efficient execution of project tasks.

Constructability Reviews

To improve project efficiency and constructability, IDS' team leverages Bluebeam Revu®, a PDF-based solution designed for the construction industry, for each phase of the preconstruction process. Revu enables IDS to electronically share project feedback by redlining PDFs with industry-standard markups and takeoffs. In addition, IDS utilizes an online session collaboration feature, which allows multiple discipline-lead reviewers to comment on the same PDF together in real-time, or individually. As a result of this concurrent review, where team members can see comments made by other members, a more comprehensive, easy to understand, and quality list of comments are generated resulting in improved deliverables.

Work Schedule Management

The key to successfully implementing a project schedule is to: first, develop a realistic schedule with sufficient detail to define the critical-path tasks required; second, implement a timely decision-making process that continually moves the project forward in a proactive manner; and finally, to tenaciously adhere to that schedule with a continual sense of urgency. Equally important is to allow sufficient time for the Client's involvement and evaluation of all design issues. The team prides itself on both our ability to build realistic, achievable schedules and to guide the design team, including the owner, through the decision-making process that meets those critical timelines.

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Bringing a Project Back on Schedule

We keep projects on track through constant team communication and anticipating possible delays in the schedule. Before initiating a major project, the IDS Team will hold a special meeting to discuss work tasking and schedule constraints for each element of the project. Minutes from these meetings will be circulated to all Project Team members for their review and concurrence. Schedules will be distributed to all parties via email. Most importantly, the schedule is more than simply a reporting tool. It is an "early warning device" to anticipate possible delays and proactively manage activities. Our "percent complete" schedule will realistically measure work order progress. With such advance notice, each team leader can respond quickly to avoid task slowdowns and maintain the schedule. IDS typically holds Project Team meetings, which are scheduled bi-monthly or weekly (as deemed necessary) to keep a project on "target" and "on track."

Potential Problem	Method of Identification				Possible Corrective Action
	Discussion with Agency	Communicate to Project Manager by Staff	Team Meetings	Progress Review by Project Manager	
Change in Requirements - Accelerated Delivery - Modification of Scope	✓ ✓				Expand Staff; accelerate schedule. Hold team meeting; revise staffing; revise schedule and budget if necessary.
Slippage in Schedule	✓	✓	✓		Expand staffing; revise schedule in consultation with Agency.
Attrition of Personnel		✓	✓	✓	Execute backup plan for key staff; utilize existing resource pool.
Cost Growth	✓	✓	✓		Absorb cost growth if no change in scope of work.
Quality of Work	✓	✓	✓	✓	Immediate meeting of project Manager and appropriate staff; possible staff changes.
Subcontractor Performance		✓	✓	✓	Immediate discussions between Project Manager and Subcontractor; implement specific corrective action plan.
Delay in Review Process at the Agency	✓				Hold in-person review to expedite review schedule; accelerate the response to comment schedule.

The Project Manager will present persistent problems to senior management at IDS for assistance in problem resolution to assure that contract performance meets all Agency expectations and standards. The table below summarizes potential problem areas and the management methods IDS' uses to identify and resolve them at the earliest possible time.

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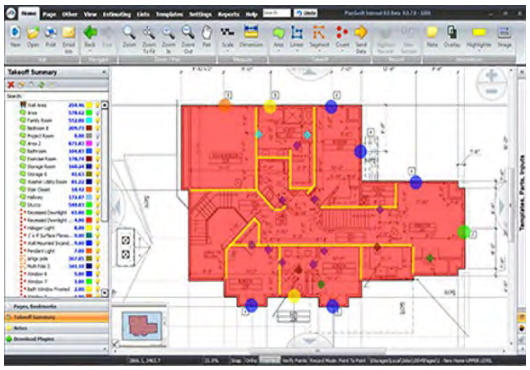
Construction Observation | Administration

Scheduling is a critical component of the design and construction process. A project schedule for each assignment will be developed using the critical-path-method in Microsoft Project and / or Excel. The project schedule will be developed at the start of the project and will include all the phases and milestones that are identified by the City and / or mandated by project requirements. The design schedule will include meetings with the City project manager and its consultants at various milestones and provide status / progress reports. We will update the schedule and work plan regularly based on the actual hours worked that are tracked by our internal accounting system. In this way, we can adjust resources to ensure that the project milestones are completed on schedule. We also have an excellent record working on fast-track projects. In these projects, it is essential for the design team to meet the critical path milestones that precede project completion.

Cost Estimates/ Cost Control



Our standard software, PlanSwift, provides the flexibility to quickly break out the itemized takeoff. This efficiency reduces the number of resources required to complete the takeoff for each project, and the program's area and zone functions allow the estimator to sort the takeoff into multiple breakouts with minimal effort.

As design progresses, the more detailed documents can be virtually overlaid over previous ones, and changes/additions are immediately visible on screen. This ensures that our estimates at logical milestones during design (SD, DD, CD, etc.), can execute the later levels of design faster and more accurately.

When tasked with value engineering on the same project, our team members will go back and modify the original takeoffs to determine the less expensive methods or materials to construct the project. The benefit with PlanSwift is it allows the estimator to select the existing items and easily assign them to new or other existing conditions with the click of a button.

Value Engineering, Life Cycle Cost Analysis, and Bid Alternate Designation



IDS performs in-house cost estimates to identify opportunities for alternate bids that will provide flexibility for our clients as they balance the project scope for construction and the cost of construction.

The first path to value engineering savings is constructability. Our construction cost estimator provides an internal constructability review, which will allow the design team to eliminate scope that will later prove to be impractical to build and therefore costly.

The second path to value engineering is the search for alternates that provide nearly equal performance at less initial cost. When considering these initial cost savings, IDS provides a life cycle cost analysis of the alternatives so that our clients can make informed choices.

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KEY PERSONNEL & EXPERIENCE

EXPERIENCE & HISTORY

IDS works with numerous large and small public agencies and private clients who continuously seek our assistance in architectural and engineering consulting services. We have been in operation providing architectural and engineering services for over 25 years, and we have worked on projects ranging upward to $8,000,000 in a single project fee and $1 billion in a single project construction cost (e.g. LAX expansion projects). We have also worked on small projects with fees as low as $5,000. For us, what is most important is the added value that we provide our clients, not the size of the project. Accordingly, a large portion of our work is from repeated clients, familiar with our combined staff and services.

The IDS team understands the issues impacting local government and we are well-versed in the nuances of traditional public and alternative capital delivery methods. Additionally, our experts understand that the future prosperity of municipalities and their constituencies will be shaped, in part, by leadership's ability to demonstrate that high quality service can be provided in a cost-effective manner.

Our clients' partner with IDS because of our focus on procurement, implementation and programming choices that capture the full potential of projects to stakeholders. The IDS team has experience representing and advising public agencies and supporting private bid teams on complex social infrastructure developments. With IDS, our clients receive the right complement of commercial, financial, and technical skills, from a group with a deep understanding of various policy implications.

Below are a partial listing and examples of projects completed under Architectural/Engineering On-Call contracts within the last five (5) years:

- City of Riverside Civil On-Call Consulting Services
- City of Laguna Beach Architectural & Structural On-Call
- City of Irvine A/E and PM/CM services
- City of Huntington Beach As-Needed AE Services
- Anaheim On-Call Engineering for Convention Center & Arena Division
- City of Santa Ana Constructability Review Services
- City of Santa Ana Public Works - Space Planning and Architectural Services
- City of Fountain Valley As-Needed On-Call Design Services
- City of Newport Beach On-Call
- Orange County Fire Authority Blanket Contract

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- County of Orange PW On-Call A/E Services
- Orange County Sheriff's Department On-Call AE Services
- Orange County Transportation Authority A/E Design Services
- Orange County Sanitation District As-Needed Professional Design Services
- City of Downey As-Needed Professional Architectural Services
- Los Angeles County Department of Parks & Recreation As-Needed AE Services
- Los Angeles County Community Development Commission– A/E services
- County of Riverside - Economic Development Agency As-Needed AE Services
- San Bernardino County As-Needed Architectural & Structural Engineering Services
- Department of General Services As Needed Architectural Services
- Department of General Services As Needed Forensics A/E Services Retainer for Southern Region

PROJECT MANAGEMENT

IDS is familiar with the City of Gardena's standards and will work within those guidelines in order to ensure project success from design through completion. Our Management Plan is based upon a hierarchical team approach and is led by the Principal Architect/Project Manager, John Silber in conjunction with our Associate Principal for our Landscape Architecture team. In this management plan, our Project Manager will assemble a project team for each project assignment, matching the special capabilities of our staff and / or consultants with the requirements of the project. The Project Manager is committed to meeting staffing and schedule requirements necessary for successful project completion.

Project communication begins with establishing project responsibilities, organizational structure, and clear lines of reporting within the consulting team. Based on our experience in similar projects, we have developed a clear and efficient management procedure for our services.

The Project Manager will:

- Provide a licensed project architect/engineer with extensive related work experience and training to meet the project needs.
- Ensure that the team is supported with the commitment of necessary resources of the firm(s) to respond to the project needs for a successful project completion, ensure that qualified professionals with related work experience will be assigned for design review and design services respectively.
- Develop the project schedule and monitor the progress of the project through standing team meeting and monitor the review budget at various stages. Provide progress reports and facilitate the review of the work.
- Monitor the technical performance of the project team, ensure quality and consistency (QC), and ensure detection and resolution of project performance issues before they become problems.
- Ensure that the City is clearly informed of the progress and status of the project.
- Enhance working relationships of team members and the City of Gardena.

Project Delivery: IDS Group is prepared and equipped to provide the requested services to the City in a timely manner and on relatively short notice so as to enable the City to meet critical deadlines and schedules.

Risk Mitigation: Two aspects of risk mitigation during the execution of On-Call services projects include mitigating change orders/ cost overrun and ensuring quality delivery.

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Project Manager - Architecture



John Silber, AIA | Principal Architect / Project Manager

IDS' Principal Architect and Project Manager, John Silber, AIA, brings over three decades of community-focused projects. John is an invaluable asset to IDS and the City of Gardena because of his broad range of expertise. John has covered urban projects that integrate public education, cultural equity, and economic vitality throughout the communities he has worked with. Whether it's providing recommendations for a feasibility study of an existing building or implementing ecological principles and sustainable design for a new community center, John is keen on understanding the context and concerns of the City of Gardena and community stakeholders. As a hands-on technical practitioner, John is involved in the onset of projects from the programming and master planning stages through design development, working drawing production, and administration of the construction contract.

Project Manager - Landscape Architecture



Joy Lyndes, PLA, FASLA | Associate Principal, Landscape Architecture

Joy Lyndes, PLA, FASALA, leads the IDS Landscape Architecture Division. Joy has over 35 years of experience in landscape architecture, historic and cultural interpretation in parks, design, urban planning, sustainable design solutions, and ecology. She offers a broad portfolio of successful and award-winning historic preservation planning and design projects located throughout the US Southwest.

Joy's unique expertise includes university facilities and campuses; local, regional, and national parks, recreation and trails design and planning; and municipal facilities (such as libraries and museums). Her focus is to meet user needs through sensitive and appropriate preservation, rehabilitation, restoration, and reconstruction, creating functional, interactive, and engaging spaces for people; that draw from the contextual fabric, add value to the community, are constructible and durable, and improve the quality of community life.

Sub-Consultants

As a multidiscipline architectural and engineering design firm, IDS seamlessly integrates all specialized divisions under one roof giving our clients a premium customer experience by creating a "one-stop-shop" of design professionals. After reviewing the scope of services, IDS will be providing required services in-house.

IDS Team Members

The IDS staffing and resource management plan is based on our extensive experience providing A/E services for public agencies. IDS will furnish the most expeditious and efficient response time available, including all key stakeholders, to ensure collaborative success. Our flexible organizational infrastructure allows us to meet any project's technical and schedule challenges by assigning the appropriate members with specific qualifications and experience to match the project scope, budget and schedule requirements. Close internal collaboration and coordination between all disciplines, supported by state-of-the-art technology, provides quality of service and efficiency in production.

The IDS team listed on the below organization chart, have worked independently or teamed on projects with similar deliverables and have successfully collaboratively providing architectural and engineering services for numerous on-call contracts. Resumes for key individuals have been included in the resume portion of this submittal.

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IDS GROUP

ORGANIZATION CHART



Said Hilmy, PhD, PE, SE*
Principal in Charge /
Contract Administrator



John Silber, AIA*
Principal Architect/
Project Manager



Joy Lyndes, PLA, FASLA*
Associate Principal,
Landscape Architecture

ARCHITECTURE TEAM



Shelley Sivak, RA, LEED AP*
Project Architect



Matthew Miller, AIA, LEED AP*
Project Architect



Bradley Mansfield, AIA*
Project Architect



Song Brandner, RA, LEED GA*
Project Architect

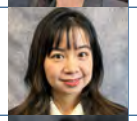


Quentin Montrie, LEED AP
Sr. Project Designer

LANDSCAPE ARCHITECTURE TEAM



Kristen Gros, PLA, ASLA, LEED AP ND*
Deputy Project Manager



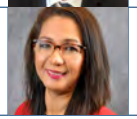
Ruoxi (Cisy) Cao, LEED AP ND*
Landscape Architect Designer



Mahsa Javaherian
Project Designer



Eduardo Fabros
Job Captain



Annielyn Bactol, LEED AP
Project Lead

*Key Team Members

IN HOUSE SUPPORT SERVICES

STRUCTURAL ENGINEERING



Jaime Rosenbach, PE, SE*
Senior Structural Engineer

CIVIL ENGINEERING



Adrian Anderson, PE*
Lead Civil Engineer

MECHANICAL/PLUMBING ENGINEERING



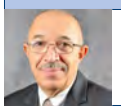
Darren Smith, PE, BEAP*
Lead Mechanical/Plumbing Engineer

ELECTRICAL ENGINEERING



Steven Collins, PE, LEED AP*
Lead Electrical Engineer

COST ESTIMATING



Faisal Dakhil*
Cost Estimator

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SIMILAR PROJECTS / SERVICES

The following pages highlight our experience providing architectural/engineering services for various municipalities that are similar to scope as outlined in the RFQ.

Docusign Envelope ID: AD92DC43-3193-4498-8A54-F8C97F0F29E7

IDS GROUP

City of Irvine Police Department Workspace Relocation and Tenant Improvements

Brief Description

IDS provided architectural design services for tenant improvement for the proposed expansion and relocation of various departments in the City of Irvine Civic Center. The project primarily focused on the expansion of the existing police department (Public Safety) because of recent population growth within the city in the last few years.

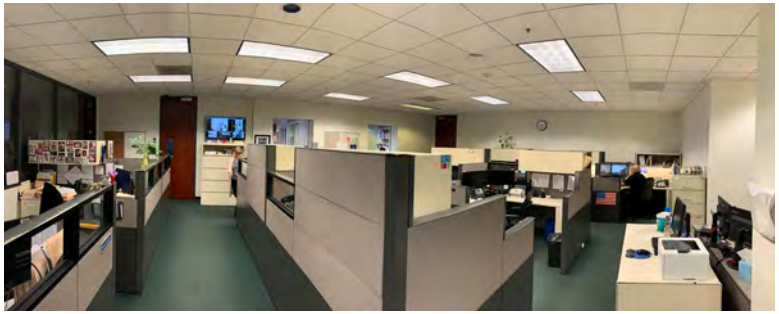
The current multi-story Civic Center houses many departments within the facility, including Public Safety, Traffic Management and Public Works. To accommodate the expansion, several departments must be relocated at a different location, with the vacated space to be allocated to Public Safety for use in its expansion. It specifically included the reorganization of interrelated offices in the police department, the expansion of its locker/shower rooms, the redesign of the Traffic Management and the relocation of Public Works and other departments to a separate building in a new location.

To arrive at an optimal solution, the IDS Group performed user group interviews, site visits and observations, and provided several plan studies that highlighted uses within the existing spaces that can be better utilized with proper space planning.

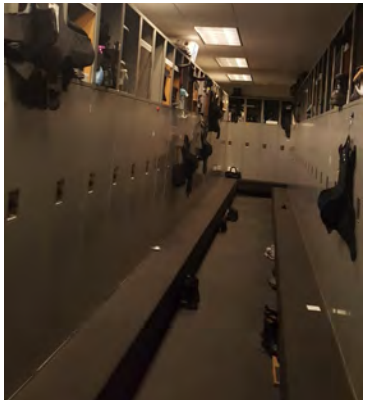
Project Relevance

- Architectural planning and design for new or existing structures
- Tenant improvements
- Alternatives analysis
- Preparation and presentation of models, renderings, and photo simulations
- Structural, mechanical, & electrical engineering
- Zoning, planning & building approvals, permits, and other entitlements
- Construction cost estimating
- Construction support









Project Team Members

Said Hilmy, PhD, PE, SE | Principal In Charge
John Silber, RA | Principal Architect | Project Manager
Kevin Barnes | Mechanical Designer
Manny Ocampo, PE | Electrical Engineer
Bob Kramer | Electrical Project Lead
Faisal Dakhil | Cost Estimator

Docusign Envelope ID: AD92DC43-3193-4498-8A54-F8C97F0F29E7

IDS GROUP

City of Irvine, Bill Barber Park Shade Structures

Brief Description

Colonel Bill Barber Marine Corps Memorial Community Park (Bill Barber Community Park) is a 39-acre park located at 4 Civic Center Plaza and offers an array of programs and events for the Irvine community. The city envisioned a shade structure for patrons while attending baseball and softball games at the park's Dianna Manning Stadium and three (3) lighted softball fields. IDS prepared a shade study analysis for the city to ensure that a structure provided comfort to residents without obstructing lines of sight or cast shadows on the infield. Conceptual design, final design, bidding, and construction support were also completed by IDS for the project.









Project Relevance

- Architecture & Design
- Civil Design
- Signing & Striping
- Utility Coordination
- Concrete Walkways
- Topographic Survey
- Structural Engineering
- Site Improvements

Project Team Members

Said Hilmy, PhD, PE, SE | Principal-In-Charge
Adrian Anderson, PE | Lead Civil Engineer
John Silber, AIA | Principal Architect
Jaime Rosenbach, PE, SE | Structural Engineer
Faisal Dakhil | Cost Estimator



Softball Field Shade Structure Concept



Baseball Stadium Shade Structure Concept

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IDS GROUP

City of San Bernardino, Speicher Memorial Park Improvements

Brief Description

Speicher Memorial Park New Soccer Field Lighting System

The new soccer fields planned for Speicher Multipurpose Field required a new LED lighting system designed for high school league soccer play. Based on an initial site survey there was sufficient space to add circuitry for the new soccer field lighting systems to upgrade the current system to needed illumination. IDS provided plans to upgrade the power from the exiting 400 Amp 120/240V. The project included a complete photometric study of the project areas including electrical power load calculations on existing building panels and switchgear.

Speicher Memorial Park Ballfield Improvements

IDS is providing design services to revitalize this essential recreational destination with funds provided by the American Rescue Plan Act (ARPA) and a grant from the San Manuel Band of Mission Indians.

IDS services for the improvements which include:

Upgrades on Three (3) ballfields

- Removal and replacement of sod and/or turf
- Repair and Installation of irrigation and drainage system
- Electrical system repair & replacement of light fixtures with LED
- Grading

General Park Improvements:

- Removal and replacement of bleachers from northern fields
- Installation of score boards at all 5 ballfields.
- Installation of trash receptacles and water fountains for new concession buildings.
- Construct 4” concrete area between and around Montgomery and Mason Fields.
- Parking lot pavement rehabilitation, striping, and accessibility improvements on both parking lots

Building Improvements:

- Removal and Replacement of existing concession stand building with new prefabricated building.









Project Relevance

- Landscape Design
- Civil Engineering
- Site Survey
- Architectural Design
- Structural Engineering
- Mechanical/Plumbing Engineering
- Electrical Engineering
- Lighting Design
- Code and Accessibility Compliance
- Energy Management
- Interior Design
- Cost Estimating

Project Team Members

Said Hilmy, PhD, PE, SE | Principal In Charge
John Silber, AIA | Principal Architect
Joy Lyndes, PLA, FASLA | Landscape Architect
Kristen Gros, PLA, ALSA | Landscape Architect
Cisy Cao | Landscape Architect Designer
Mahsa Javaherian | Project Designer
Eduardo Fabros | Project Designer
Song Brandner | Project Architect
Adrian Anderson, PE | Civil Engineer
Paul Murray, PE | Civil Engineer
Jaime Rosenbach, PE, SE | Structural Engineer
Steven Collins | Electrical Engineer

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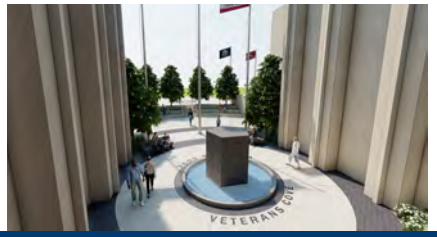
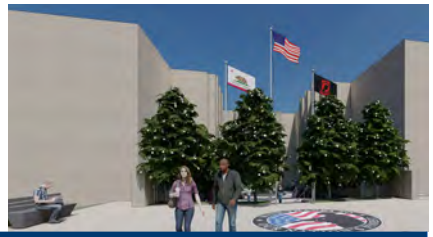
IDS GROUP

City of Corona Veterans Memorial Plaza Enhancement







Description of Services

The City of Corona values the community connection to honor citizens who served in the armed forces. Since 2012, the City Hall Veterans Monument has symbolized the service and fortitude of the five Armed Services branches. The memorial features two kiosks with stories of military personnel. The IDS project team took a thoughtful approach with the city's ideas to develop a concept design that helps inspire and reflects the dedication of those who have served our great nation. IDS completed a concept design for the City of Corona Veterans Memorial by evaluating the following options:

Veterans Cove

The Veterans Cove Area at the entrance of City Hall represents an opportunity to expand the experience of the Monument. An additional granite sign and two granite walls will list the names of fallen soldiers with brick pavers in the gathering areas. The new improvements will be designed for daytime and evening visits and include new lighting technology for projecting names and lighting to highlight the new elements.

Veterans Memorial Plaza

The Veterans Memorial Plaza option provides an opportunity to extend the memorial gathering space into the South Lawn, which will make a memorable impact and experience on the environment. The project can include two new granite signs with lighting located along the pathway. In addition, six newly lit flag poles will be located in this South Lawn area as visual focal points visible from a distance and will help people announce this newly enhanced space.

City of Corona, Old Police Building Demolition

The old Police Department Building, originally constructed in 1978, is a two-story building that is approximately 24,000 SF and has been vacant since 2009.

IDS is providing civil engineering and architectural design services for the demolition of the Old Police Department Building and replacement with a reconfigured parking lot, block wall/fencing, irrigation and landscaping.

Role of Firm

- Architecture
- Landscape Architecture
- Civil Engineering
- Structural Engineering
- Electrical Improvements

Team Members

Said Hilmy, PhD, PE, SE | Principal
Steven Collins, PE | Electrical Engineer
Manolito Ocampo, PE | Electrical Engineer
Michelle Huynh, PE | Electrical Engineer
Adrian Anderson, PE | Civil Engineer
Jason Wetterich, PE | Civil Engineer
Christian Chang | Civil Engineer
Abbegail Esperanza-Roman | Stormwater
Joy Lyndes | Landscape Architect
John Silber, AIA | Principal Architect
Ruoxi (Cisy) Cao | Landscape Designer
Kristen Gros, PLA | Landscape Architect
Victor Mercado, SE | Structural Engineer



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Orange County, Yale Navigation Center, Adaptive Reuse & Conversion

Brief Description

The Yale Navigation Center project included completely gutting an aging and abandoned tilt up industrial building and the addition of 20,000 sq. ft. expanding the already 44,000 sq. ft. building. The 64,000 sq foot building will be utilized for the rehabilitation and transitional programs for up to 425 homeless in Orange County with the goal of preparing them to return to normal life. The facility includes a full commercial kitchen, health care training facilities, and over 40 office spaces for the program administration staff. The expansion/ renovation cost was approximately $25 M.

The challenges of the accelerated schedule and the drive to achieve a good neighbor design that would be acceptable to the community were addressed through continuous interaction between all IDS Group disciplines, the contractor (who was brought in during the design phase) as well as the user group which included the County officials and facility operators. Constant communication was a must to address all the design challenges as well as several public outreach workshops with the community and full cooperation from the (a) funding sources (b) facility future operator (c) contractor, and (d) jurisdictions including the County building officials, and City of Santa Ana. These meetings in conjunction with the implementation of the lessons learned from the operation of other shelters in Southern California were very effective causing positive acclamations and feedback from the user groups and the community at large.















Project Relevance

- Architectural planning and design for new or existing structures
- Tenant improvements
- Alternatives analysis
- Preparation and presentation of models, renderings, and photo simulations
- Structural, mechanical, and electrical engineering
- Zoning, planning & building approvals, permits, and other entitlements
- Construction cost estimating
- Construction support

Project Team Members

Said Hilmy, PhD, PE, SE | Principal In Charge
John Silber, RA | Principal Architect / Project Manager
Shelley Sivak, RA, LEED AP | PA / Interior Design
Song Brandner, RA, LEED GA | Project Architect
Jaime Rosenbach, PE, SE | Structural Engineer
Victor Mercado, PE, SE | Structural Engineer
Darren Smith, PE | Electrical Engineer
Bob Kramer | Electrical Project Lead
Michael Reed | Lighting Design
Faisal Dakhil | Cost Estimator

Docusign Envelope ID: AD92DC43-3193-4498-8A54-F8C97F0F29E7

IDS GROUP

City of Santa Ana City Hall Architectural Programming & Tenant Improvements

Brief Description

IDS is providing Space Planning, Architectural and Engineering design services for the City of Santa Ana City Hall.

Second Floor Tenant Improvements:

The 10,700 SF office area for the Engineering/Developer Department is being reconfigured to include a training room featuring a dividing wall for flexible meeting spaces, two conference rooms, a lecture/training room, perimeter offices, interior cubicle space, kitchen/breakroom, ancillary spaces, restrooms, and storage areas.

The 2nd floor is occupied by the Parks, Recreation and Community Services Agency (PRCSA). The 8,500 SF department is being reconfigured to include space for 30 staff, featuring six (6) window facing offices, central open cubicle spaces, a dedicated large conference room, kitchen, storage room, and ancillary areas. The IDS design team is also aiding the City with furniture planning.

Third Floor Tenant Improvements:

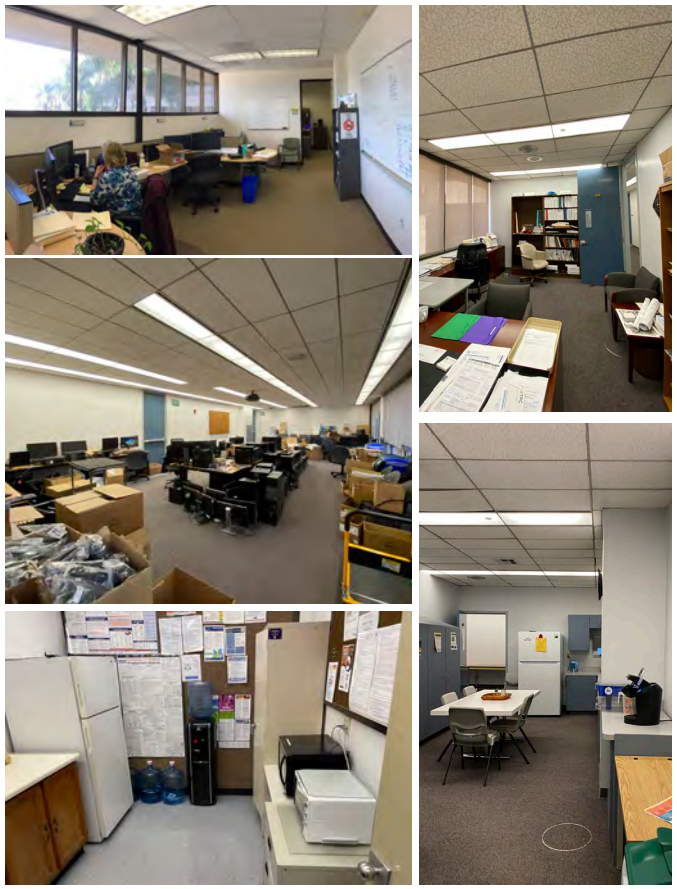
The 2,300 SF third floor modifications include the conference room entryway, large open workspace, and kitchen. Adjacent restrooms also require redesign to meet ADA requirements.

Fifth Floor Tenant Improvements:

The City's Human Resources Department is located on the fifth floor and will include a dedicated space for staff workspaces. A central open corridor space and the reception area located closest to the elevator is being renovated. The elevator lobby is being enclosed, finishes & doors upgraded per code and the addition of a second door in the rear nearby the second egress.

Project Relevance

- Architectural planning and design for new or existing structures
- Tenant improvements
- Alternatives analysis
- Preparation and presentation of models, renderings, and photo simulations
- Structural, mechanical, and electrical engineering
- Zoning, planning & building approvals, permits, and other entitlements
- Construction cost estimating
- Construction support



Project Team Members

Said Hilmy, PhD, PE, SE | Principal In Charge
John Silber, RA | Principal Architect | Project Manager
Jaime Rosenbach, PE, SE | Structural Engineer
Steven Collins, PE | Electrical Engineer
Manny Ocampo, PE | Electrical Engineer
Anthony Zanotti, PE | Mechanical Engineer
Mike Lin, PE | Plumbing Engineer
Ronaldo Magno | Plumbing Designer
Faisal Dakhil | Cost Estimator

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IDS GROUP

Riverside County Sheriff's Department
Tenant Improvements at Various Facilities

Brief Description

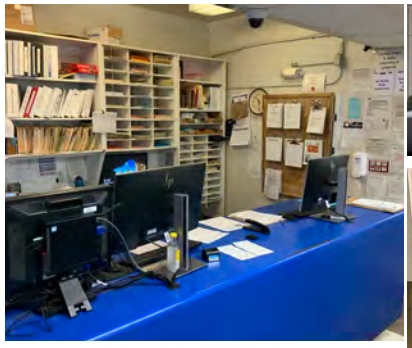
The Riverside Sheriff's department pursued an ambitious plan to design, and construct 38 projects within 6 months, due to funding requirements.

The 38 projects were under six categories including (1) Tenant Improvements (2) Security Improvements (3) Plumbing/ Showers/ Misc. (4) Re-roofing (5) Overhead Structures, and (6) Low Voltage (Cameras & Key-Card Access). The facilities cover several locations in Riverside County including:

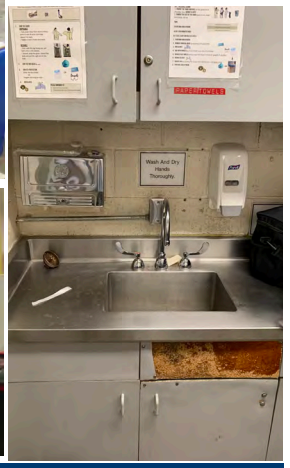
- Criminal Justice Building, 5th Floor Remodel
- Cois M. Byrd Detention Break room and Restroom Remodel
- Smith Correctional Facility Classroom Bldg.
- Coroners Parking Lot Improvement
- Blythe Sheriff Facility Roof Replacement
- John J. Benoit Detention Center Shade Structure
- Palm Desert Sheriff and Dispatch Center Relocation and Expansion

Associated projects from different funding sources included mechanical and electrical upgrade studies at the Ben Clark Training Center and Shooting Range, and the parking lot improvement and expansion at Coroner's Facility in Perris. For the Riverside Orange Street Facility, The IDS team provided architectural and engineering design services for tenant improvements for the kitchen, men and women's locker rooms, public restroom remodel within the lobby area, second floor staff restroom remodel, and office areas. Architectural and engineering design services were completed for the Riverside Sheriff's Department facilities.











Project Relevance

- Architectural planning and design for new or existing structures
- Tenant improvements
- Alternatives analysis
- Preparation and presentation of models, renderings, and photo simulations
- Structural, mechanical, & electrical engineering
- Zoning, planning & building approvals, permits, and other entitlements
- Construction cost estimating
- Construction support

Project Team Members

Said Hilmy, PhD, PE, SE | Principal In Charge
John Silber, AIA | Principal Architect
Manny Ocampo | Electrical Engineer
Ronaldo Magno | Plumbing Designer
Adrian Anderson, PE | Civil Engineer
Faisal Dakhil | Cost Estimator

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IDS GROUP

City of Lancaster, Parks Revitalization & Renovations

Description of Services

Samaritan's Purse Park (Formerly El Dorado Park) Revitalization & New Community Center

The Existing Samaritan's Purse Park is located within a densely populated area and surrounded by established residential neighborhoods, an elementary school, and commercial businesses. The City of Lancaster is focused on creating renovated amenities in this popular existing neighborhood park to improve and expand community resources within the park based on community input.

IDS is providing architectural and engineering services for the removal of the existing pre-school/community building, construction of a new pre-school/community building, and including new recreational features such as a half-court basketball court with lighting, splash pad, and skate area within the park. Additionally, the existing dirt path and exercise equipment at the northern end of the park will be replaced with a decomposed granite surface and eleven workout stations with new exercise equipment along the path. ADA access will be incorporated into walkways and recreational amenities throughout the park. The future enhancements will consist of expanding the playground and replacing existing equipment with types that are inclusive for people of all ages and abilities, including a swing set with 8 swings.

Mariposa Park Renovations

IDS is providing architectural and engineering services for the renovation of Mariposa Park. The park is surrounded by an established residential neighborhood and has an elementary school immediately adjacent to the park. The park currently features a small playground, eight barbecue grills and charcoal bins with picnic tables, a covered picnic area, a softball field, a 1-quarter mile decomposed granite exercise trail with stand-alone fitness equipment, and an approximately 1500 SF activity center with kitchen, activity room, restrooms, and a maintenance closet. The renovation of the park will be in two phases. In general, renovation will include:

Phase 1 - Playground Renovation
- Demolition
- Minor Grading
- Surfacing
- Equipment Replacement

Phase 2 - On-site Improvement
- Activity Building Renovation
- ADA Accessibility Improvements
- Grounds Improvements
- Park Lighting Improvements








Role of Firm

- Landscape Design
- Civil Engineering
- Site Survey
- Architectural Design
- Structural Engineering
- Mechanical/Plumbing Engineering
- Electrical Engineering
- Lighting Design
- Code and Accessibility Compliance
- Energy Management
- Interior Design
- Cost Estimating

Team Members

Said Hilmy, PhD, PE, SE
Principal-in-Charge
John Silber, AIA
Principal Architect
Joy Lyndes, PLA, FASLA
Landscape Architect
Kristen Gros, PLA, ALSA
Landscape Archiect

Adrian Anderson, PE | Civil
Jaime Rosenbach, SE | Structural
Steven Collins, PE | Electrical
Manny Ocampo | Electrical
Ronaldo Magno | Plumbing
Mahsa Javaherian| Designer
Eduardo Fabros | Designer

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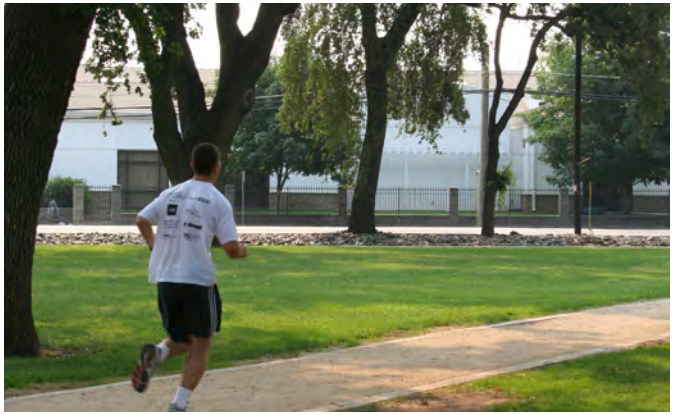
IDS GROUP

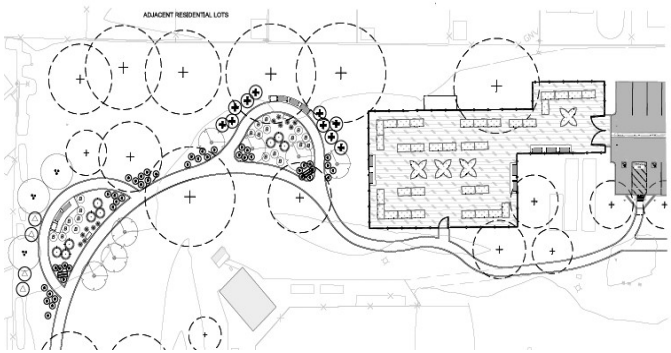
City of Downy, Rio San Gabriel Park Green, Safe & Active Park Improvements



Brief Description

IDS is working with the City of Downy to provide full design services for the replacement of the entire southerly parking lot, stabilize the subgrade and install new curbs, gutters, and pavement. The design work encompasses the enhancement of pedestrian amenities, addressing damaged sidewalks, walkways, and access ramps. IDS is introducing new decomposed granite trails and walkways, accompanied by concrete curbs throughout the park perimeter, connecting all park amenities to the San Gabriel River regional bike path.

Part of the new plan is the integration of bike path resting stations, featuring shade structures, benches, bike racks, water bottle filling stations, and bike repair stations. The project also includes the establishment of a new interpretive native garden, complete with wayfinding and educational signage. Bioswale and drywell features are being incorporated for sustainable water management, and solar-powered pedestrian lights and poles will be installed along park walkways and trails.



Additional improvements involve the installation of new shade structures with picnic stations, the creation of a waste containment area to conceal and secure park dumpsters, and the placement of new trash receptacles throughout the park, to create a more accessible, aesthetically pleasing, and environmentally sustainable public space.

Project Relevance

- Civil Engineering
- Architecture
- Landscape Architecture
- Irrigation Design
- Structural Engineering
- Mechanical/Plumbing Engineering
- Electrical Engineering / Lighting Design
- Code and Accessibility Compliance
- Cost Estimating

Project Team Members

Said Hilmy, PhD, PE, SE | Principal In Charge
Joy Lyndes, PLA, FASLA | Landscape Architect
Kristen Gros, PLA, ALSA | Landscape Architect
Adrian Anderson, PE | Civil Engineer
Paul Murray, PE | Civil Engineer
Jaime Rosenbach, PE, SE | Structural Engineer
Darren Smith, PE | Electrical Engineer



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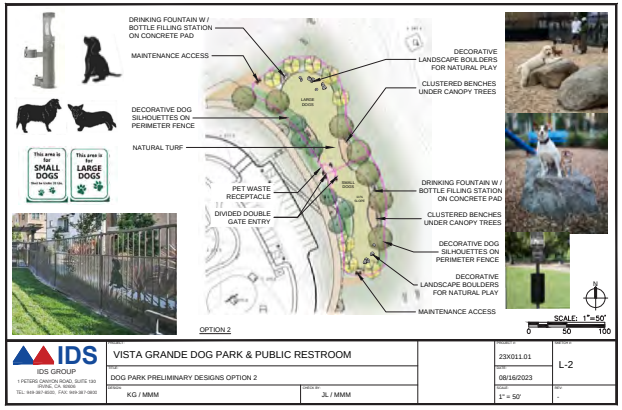
IDS GROUP

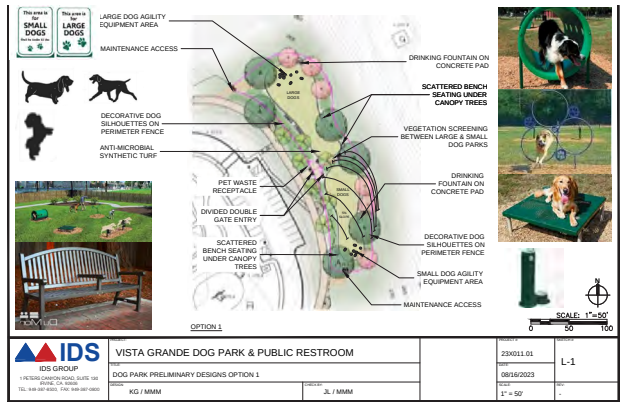
City of La Habra, Vista Grande Dog Park

Brief Description

IDS is working with the City of La Habra to provide architecture and engineering design services for a dog park and restroom at Vista Grande Park. IDS completed a site assessment of the park and currently the team is discussing the dog park program with city stakeholders. Upon a final design, IDS will provide the city with plans, specifications, and a cost estimate that will then be approved for permit, bidding, and construction. Key dog park elements include a dog course kit theme, drinking fountain for people and dogs, benches, waste containers, a sod/grass surface, irrigation and fencing. An accessible to the Vista Grande Park trail and a shared irrigation system will also be implemented into the project.







Project Relevance

- Landscape Architecture
- Civil Engineering
- Preliminary Design
- Construction Documents
- Cost Estimates

Project Team Members

Said Hilmy, PhD, PE, SE | Principal In Charge
John Silber, AIA | Principal Architect
Joy Lyndes, PLA, FASLA | Landscape Architect
Kristen Gros, PLA, ALSA | Landscape Architect
Mahsa Javaherian | Project Designer
Adrian Anderson, PE | Civil Engineer
Paul Murray, PE | Civil Engineer
Jaime Rosenbach, PE, SE | Structural Engineer
Manny Ocampo | Electrical Engineer
Ronaldo Magno | Plumbing Designer

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IDS GROUP

City of Irvine, Great Park Concession Stands Upgrades

Brief Description

IDS is working with the City of Irvine to upgrade four (4) existing Orange County Great Park Sports Park Concessions Facilities. The project brings the city's concession facilities into accordance with the County of Orange Health Care Agency (HCA). The agency requires facilities where food and beverages for human consumption are prepared and served to obtain a health permit.

IDS performed interior functional upgrades with a concept design which includes outdoor areas for barbeques with architectural shade covers in line with the existing design. Each concession stand requires new kitchen equipment along with mechanical, plumbing, and electrical upgrades. This project was an exercise in coordination and creativity to fit all desired program elements into existing spaces.







Project Relevance

- Landscape Design
- Civil Engineering & Surveying
- Architecture & Design
- Electrical Engineering
- Mechanical - HVAC & Plumbing
- Structural Engineering
- Interior Design and Space Planning
- BIM
- Specifications, CSI
- Construction Support
- Building/Facility Condition Assessment

Project Team Members

Said Hilmy, PhD, PE, SE | Principal In Charge
Adrian Anderson, PE | Project Manager
Jaime Rosenbach, PE, SE | Structural Engineer
John Silber, AIA | Principal Architect

Docusign Envelope ID: AD92DC43-3193-4498-8A54-F8C97F0F29E7



REFERENCES

City of Corona, City Hall Veteran's Memorial Enhancements & Old Police Building Demolition

Contact: Tracy Martin, Senior Project Manager, Public Works Department

Phone: 951.817.5880 | **Email:** Tracy.Martin@CoronaCA.gov | **Project Dates:** 2021 - Ongoing

City of San Bernardino, Speicher Memorial Park Improvements

Contact: Mr. Daniel Hernandez, Agency Director of Public Works, Operations, and Maintenance/ENG

Phone: 909.384.5002 ext. 5924 | **Email:** Hernandez_Da@sbcity.org | **Project Dates:** 2020 - on-going

City of Lancaster, Parks Revitalization & Renovations

Contact: Mr. Frank Lujan Project Manager

Phone: 661.723.6225 | **Email:** flujan@cityoflancaster.com | **Project Dates:** 2023 - Ongoing

City of Irvine, Great Park Concession Stands Upgrades

Contact: Ms. Stacy DeLong, Senior Project Manager

Phone: 949.473.1237 | **Email:** SDeLong@cityofirvine.org| **Project Dates:** 2020 - 2024

City of Santa Ana Architectural Improvements

Contact: Ms. Gabriela Lomeli, Project Manager

Phone: 714.565.2692 | **Email:** glomeli@santa-ana.org | **Project Dates:** 2020 - on-going

County of Riverside Sheriff Department | Planning and A/E Improvement Projects

Contact: Mr. Ramon Tadrous, Director, Project Management Office

Phone: 951.955.5951 | **Email:** rtadrous@riversidesheriff.org | **Project Dates:** 2021 - 2022

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IDS GROUP

FEE SCHEDULE

IDS GROUP, INC.
City of Gardena On-Call Professional Services
2024 - 2027

Title - Association	Hourly Rate
Principal	$248
Associate Principal	$233
Senior Project Manager | Associate	$224
Senior Planner	$224
QA/QC Manager	$224
Registered Architect | Engineer	$209
Project Manager	$209
Senior Architect | Engineer	$196
Senior Cost Estimator	$186
Project Architect | Engineer	$186
Senior Designer	$180
Designer Architect |Engineer	$170
Specifications Writer	$170
Engineering Designer - BIM	$147
Architectural Job Captain | Designer	$140
CAD Drafting Engineer | Architect	$125
Office Administration	$77

Expenses such as, but not limited to plan check fees, permits inspections, testing services, title company fees, special delivery charges, plotting/presentation boards, maps, aerial photographs, and reprographics / illustrations that may be required for community or other stakeholder presentations, shall be billed to the owner at Consultant's direct cost plus 5%.

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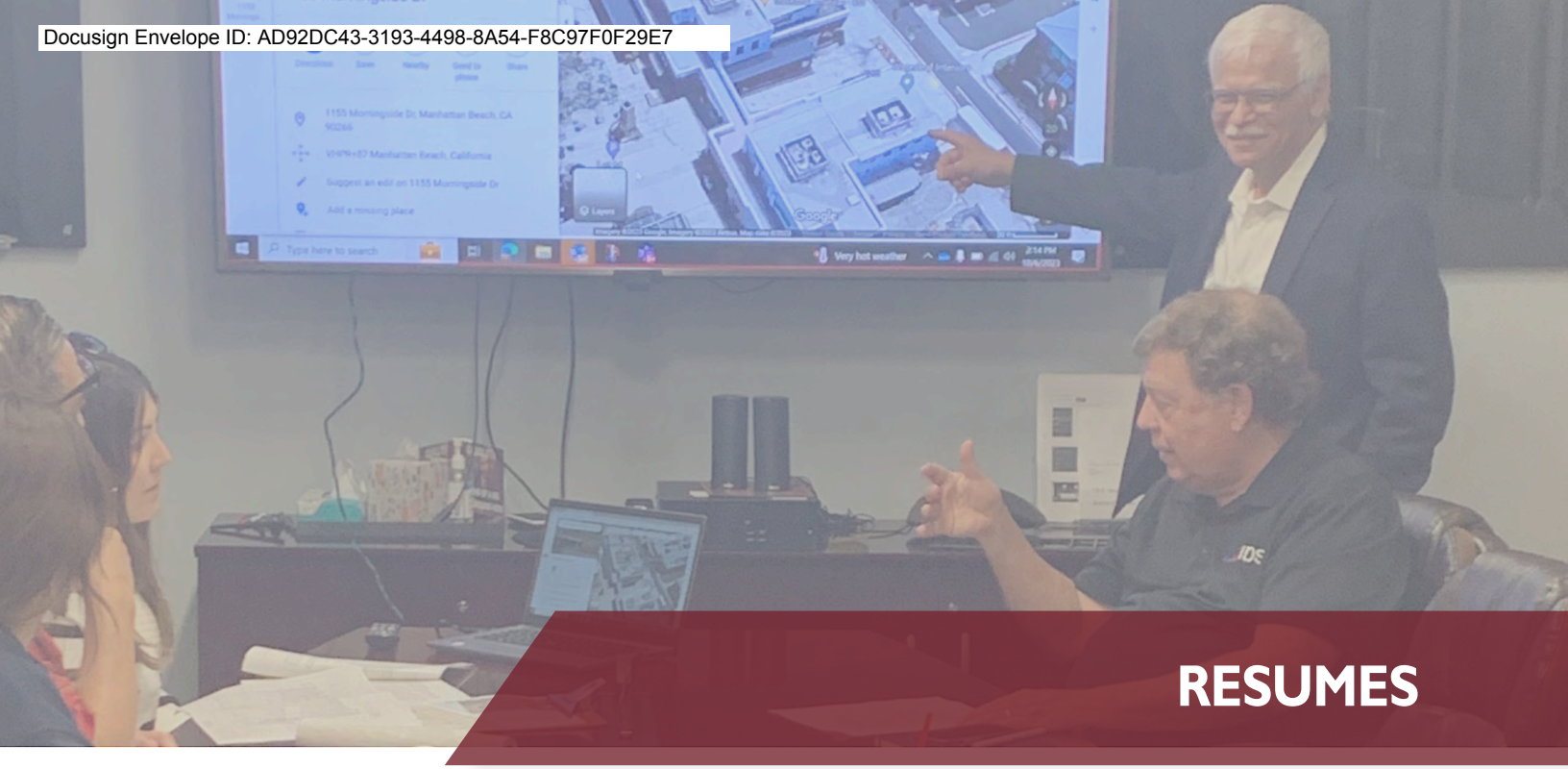

RESUMES

Resumes for Key Personnel have been included on the following pages.

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IDS GROUP



John Silber, AIA

Principal Architect/Project Manager

- ✓ Over 30 years of experience
- ✓ Mr. Silber has mastered the interface between community design expectations, urban in-fill architecture and modern code standards for fire/life safety, energy, and accessibility.

Education: Master of Architecture, Southern California Institute of Architecture (SCI-ARC)
Professional Credentials: Architect: CA #C15573

An award-winning architect with more than three decades of extensive experience working on a wide range of projects both the public and private sectors. John's upfront planning and design efforts are instrumental in creating sites and structures that fit seamlessly with their surroundings, are carefully attuned to their use, and contribute to making lasting and meaningful places. John's projects have ranged in scope from minor facility upgrades to new construction, assessment and renovation projects for various project types including, office buildings, commercial buildings, education, and healthcare.

As Project Manager, John will be responsible for overseeing the technical adequacy and design of all work orders assigned by the City of Gardena and will monitor the progress of each project to ensure the City's goals and objectives are intertwined within the design.

Relevant Project Experience:

- City of Irvine Civic Center Public Safety Tenant Improvements | Irvine, CA
- City of Laguna Beach, Fire Station #4 Seismic Evaluation | Laguna Beach, CA
- City of Laguna Beach, Glenneyre Parking Structure Analysis & Rehabilitation | Laguna Beach, CA
- City of Laguna Beach, South Main Beach Restroom Design | Laguna Beach, CA
- John Wayne Airport, Terminal A & B Seismic Upgrades & Other Improvements | Santa Ana, CA
- County of Orange, Yale Navigation Center | Santa Ana, CA
- City of Commerce Veterans Memorial Park Recreation Center | Commerce, CA
- City of Santa Ana City Hall Tenant Improvements | Santa Ana, CA
- City of Anaheim West Tower Upgrades and Tenant Improvements | Anaheim, CA
- City of Industry, New Banquet Hall Expo Center | City of Industry, CA
- County of Orange, El Toro Library Modernization | Lake Forest, CA
- County of Orange, Brea Library Renovation | Brea, CA
- County of Orange, Los Alamitos Rossmoor Library Refresh | Los Alamitos, CA
- Riverside County Sheriff's, Tenant Improvements at Various Facilities | Various Locations
- City of Lancaster, El Dorado Park Revitalization | Lancaster, CA
- City of Orange Water Division Warehouse Replacement & Relocation | Orange, CA
- City of Norwalk Transportation & Public Facility Improvement | Norwalk, CA

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IDS GROUP



Joy Lyndes, PLA, FASLA

Project Manager

- ✓ Over 35 years of experience
- ✓ Ms. Lyndes' focus is to meet user needs through sensitive and appropriate preservation, rehabilitation, restoration, and reconstruction, creating functional, interactive, and engaging spaces for people.

Education: Master of Landscape Architecture, University of Arizona
Professional Credentials: Professional Landscape Architect: CA #C4183; Historic Preservation Certification

Ms. Lyndes brings a broad range of municipal, local, and state agency expertise specializing in revitalizing urban parks, trails, open spaces, and playgrounds. Her experience includes landscape programming, planning, design, construction documents, and construction administration for local, state, and federally funded projects. Joy brings over 35 years in landscape planning, design, and construction oversight of complete streets, facilities programming, and smart growth. In addition, she focuses on health and well-being as one of the critical priorities in community regeneration framework, fostering long-term health outcomes in Southern California neighborhoods and public spaces.

Joy will be responsible for overseeing the landscape architecture technical adequacy and design of work orders assigned by the City of Gardena and will monitor the progress of each project to ensure the City's goals and objectives are intertwined within the design.

Relevant Project Experience:

- City of Azusa Dog Park | Azusa, CA
- City of La Habra, Vista Grande Dog Park | La Habra, CA
- City of Downey, Rio San Gabriel Park, Green, Safe & Active Park Improvements | Downey, CA
- City of Lancaster, El Dorado Park Revitalization | Lancaster, CA
- City of Lancaster, Mariposa Park Renovation | Lancaster, CA
- City of San Bernardino, Speicher Memorial Park Ballfield Improvements | San Bernardino, CA
- City of Corona Veterans Memorial Enhancement Project | Corona, CA
- County of Orange Yale Homeless Shelter | Orange, CA
- Aerospace Corporation Pocket Park | El Segundo, CA
- Pacific View Academy, Arts Culture, and Ecology Campus | Encinitas, CA
- Centered Ground, Mixed-use Wellness Center Landscape Conceptual Design | Carlsbad, CA
- Leo Carrillo Historic Ranch Park | Carlsbad, CA
- Heritage Building & Development Inc., Quail Meadows Streetscape Design | San Diego, CA
- University of Arizona Bryant Banister Laboratory of Tree Ring Research, Tucson, AZ

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Shelley Sivak, RA, LEED AP

Project Architect

Education: Master of Architecture, California State Polytechnic University, Pomona
Professional Certifications: Professional Architect: CA #C33767;
LEED Accredited Professional

Ms. Sivak has been involved in the fields of architecture and interior design for more than 25 years, shaping space, and bringing life to both urban and suburban settings, which create a strong sense of place. Shelley specializes in reviewing the state of the existing building and evaluates' its size and layout for the intended use, identifying the need for repair, renovation, and expansion.

Relevant Project Experience:

- City of Irvine Civic Center Public Safety Tenant Improvements | Irvine, CA
- Placentia Library District, Outdoor Library & Loading Dock | Plancentia, CA
- Los Angeles County Library Headquarters Tenant Improvements Design | Los Angeles, CA
- City of Anaheim West Tower Upgrades and Tenant Improvements | Anaheim, CA
- County of Orange, Yale Navigation Center | Santa Ana, CA
- City of Industry, New Banquet Hall Expo Center | City of Industry, CA
- County of Orange, El Toro Library Modernization | Lake Forest, CA
- County of Orange, Brea Library Renovation | Brea, CA
- County of Orange, Los Alamitos Rossmoor Library Refresh| Los Alamitos, CA



Bradley Mansfield, AIA

Project Architect

Education: BS, Business Administration, Phoenix University
Professional Certifications: Professional Architect: CA #C27303

Bradley is a licensed architect who takes the initiative to complete processes of coordinated project deliverables and management. He is well-versed in various responsibilities including contracts, scheduling, budgeting, negotiating, inclusive team building, mentoring, collaborating, client management, quality assurance, quality control and value engineering.

Relevant Project Experience:

- Department of General Services, Junipero Serra Building Security System Replacement | Los Angeles, CA
- Department of General Services, Patton Kitchen Assessment | Patton, CA
- Los Angeles CCD, LA Pierce College, Mobile Restroom Planning | Woodland Hills, CA
- Los Angeles CCD, Districtwide Hydration Station Initiation Program | Various Locations, CA
- Los Angeles CCD, Mission College Child Development Center Roof Replacement | Santa Clara, CA
- Los Angeles CCD, Pierce College Building Renewal Studies | Woodland Hills, CA

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Song Brandner, RA, LEED GA

Project Architect

Education: Master of Architecture, University of Arizona
Professional Certifications: Professional Architect: CA #C32814; LEED Green Associate

Ms. Brandner specializes in architecture for public and private projects, identifying and leveraging the unique points of difference and contexts to craft tailored, custom designs that challenge assumptions about how spaces should and can be used. Maintaining an unwavering focus on the details, Song creates projects successful, from assessment to design development through construction administration.

Relevant Project Experience:

- City of Irvine, Great Park Western Sector Restroom Upgrades | Irvine, CA
- City of Irvine Bill Barber Park Shade Structure | Irvine, CA
- City of Orange, Water Division Warehouse | Orange, CA
- John Wayne Airport, Terminal A & B Seismic Upgrades & Other Improvements | Santa Ana, CA
- County of Orange, Yale Navigation Center | Santa Ana, CA
- City of Rialto City-wide Park Assessment and Improvements | Rialto, CA
- LA County Development Authority, Kitchen Replacements at Various Locations | Los Angeles County
- LA County Development Authority, Bathroom Replacements at Various Locations | Los Angeles County



Matthew Miller, AIA, NCARB, LEED AP

Project Architect

Education: Bachelor of Architecture, University of Oregon
Professional Certifications: Professional Architect: CA #C36280;
LEED Accredited Professional; NCARB

Mr. Miller has over 15 years of experience in architecture. Matt has the ability to transfer design intent into instructions for building. He has experience in a broad range of educational, civic and institutional projects and he brings extensive publicly funded project experience. His overall knowledge of all the many layers of building systems and the ability to coordinate, denote, and manage creates a strong and complete project foundation.

Relevant Project Experience:

- City of Placentia, Powell Library Building Conversion | Placentia, CA
- Los Angeles County, Obregon Park Gym Roof Replacement | East Los Angeles, CA
- Riverside County Sheriff's Department, Palm Desert Sheriff Station Expansion | Palm Desert, CA
- County of Riverside Department of Waste Resources Lamb Canyon Landfill Public Restroom & Administrative Building | Beaumont, CA
- City of Lancaster, El Dorado Park | Lancaster, CA
- South Bay Auto Auction Tenant Improvements | Gardena, CA

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Kristen Gros, PLA, ASLA, LEED AP ND

Landscape Architect

Education: Master of Landscape Architecture, California Polytechnic University, Pomona
Professional Certifications: Professional Landscape Architect: CA #C6288;
LEED Accredited Professional Neighborhood Development

Ms. Gros is a highly effective leader who brings a multi-disciplinary and sustainability-focused understanding to landscape planning, design, and irrigation systems. She is a talented team player and able to communicate project needs while managing budgets, leading design teams, and developing strategic and operational plans for firmwide future growth. Ms. Gros is a LEED Accredited Professional in Neighborhood Development (ND).

Relevant Project Experience:

- Centered Ground, Mixed-use Wellness Center Landscape Conceptual Design | Carlsbad, CA
- City of Lancaster, El Dorado Park Revitalization | Lancaster, CA
- City of Lancaster, Mariposa Park Renovation | Lancaster, CA
- City of Azusa Dog Park | Azusa, CA
- City of La Habra, Vista Grande Dog Park | La Habra, CA
- City of Downey, Rio San Gabriel Park, Green, Safe & Active Park Improvements | Downey, CA
- City of San Bernardino, Speicher Memorial Park Ballfield Improvements | San Bernardino, CA



Ruoxi (Cisy) Cao, LEED AP ND, SITES AP

Landscape Architect Designer

Education: Master of Landscape Architecture, University of Southern California
Professional Certifications: LEED Accredited Professional Neighborhood Development, SITES Accredited Professional

Ms. Cao is a passionate designer who worked on both public projects (streetscape, parks, recreation facilities, plazas and sports field projects) as well as private projects (housing development, medical facilities) throughout the state of California. Ms. Cao is a LEED Accredited Professional in Neighborhood Development (ND) and SITES Accredited Professional and works as vice president of the communication and visibility of San Diego Chapter of ASLA.

Relevant Project Experience:

- City of San Bernardino, Speicher Memorial Park Ballfield Improvements | San Bernardino, CA
- City of Azusa Dog Park | Azusa, CA
- City of Downey, Rio San Gabriel Park, Green, Safe & Active Park Improvements | Downey, CA
- City of San Diego, Marcy Neighborhood Park | San Diego, CA
- City of San Diego, Dusty Rhodes Park | San Diego, CA
- City of San Diego, Pepper Park | San Diego, CA
- San Fernando Road Park | Los Angeles, CA
- Harbor City Skate Plaza | Los Angeles, CA

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Jaime Rosenbach, PE, SE

Senior Structural Engineer

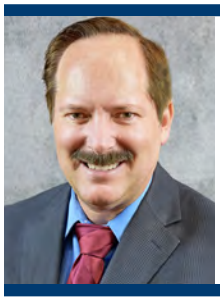
Education: MS, Structural Engineering, California Polytechnic University, Pomona

Professional Credentials: Professional Structural Engineer, CA #S5186; Professional Civil Engineer, CA #C42855

With over 40 years of experience in structural design, Mr. Rosenbach has been involved with new structures, evaluating and retrofitting existing structures, and remodeling and modernizing existing buildings. In addition, he has conducted and reported numerous forensic seismic investigations. Jaime has extensive field experience, providing construction administration, code compliance review, and plan check services for multiple projects.

Relevant Project Experience:

- City of Downey, Rio San Gabriel Park, Green, Safe & Active Park Improvements | Downey, CA
- City of Lancaster, El Dorado Park Revitalization | Lancaster, CA
- City of Lancaster, Mariposa Park Renovation | Lancaster, CA
- City of San Bernardino, Spiecher Memorial Park Ballfield Improvements | San Bernardino, CA
- Topanga Canyon Charter School, Maintenance Vehicle & Pedestrian Access Way Design, Paving and Drainage Repairs | Topanga, CA
- City of Orange Water Division Warehouse Replacement & Relocation | Orange, CA
- City of Irvine Bill Barber Park Shade Structure | Irvine, CA



Darren Smith, PE, BEAP

Lead Mechanical/Plumbing Engineer

Education: BS, Mechanical Engineering Technology, California Polytechnic University, Pomona

Professional Credentials: Professional Mechanical Engineer, California #M30841; ASHRAE (Building Energy Auditing Professional)

Darren Smith is a registered mechanical engineer with over 25 years of experience in design bid build and design-build projects. With extensive experience in designing and managing numerous construction projects, Darren brings cross-communication at various levels of project ownership and the flexibility needed for project task order assignments.

Relevant Project Experience:

- City of Downey, Rio San Gabriel Park, Green, Safe & Active Park Improvements | Downey, CA
- City of Lancaster, El Dorado Park Revitalization | Lancaster, CA
- City of Lancaster, Mariposa Park Renovation | Lancaster, CA
- County of Orange, Yale Navigation Center | Santa Ana, CA
- City of Laguna Beach, Fire Station #4 Seismic Evaluation | Laguna Beach, CA
- City of Laguna Beach, South Main Beach Restroom Design | Laguna Beach, CA
- County of Orange, El Toro Library Modernization | Lake Forest, CA

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Steven Collins, PE, LEED AP

Lead Electrical Engineer

Education: MS, Electrical Engineering, Rensselaer Polytechnic Institute

Professional Credentials: Professional Electrical Engineer: California #E22805; LEED Accredited Professional

Mr. Collins brings over 25 years of experience in Electrical Engineering for Building Systems and has expertise in municipal, education, commercial, and healthcare markets. His experience includes field investigation, design, and specifications for electrical service entrance equipment, standard and emergency distribution systems, lighting systems, controls, power-to-utilization equipment and devices, fire alarm systems, and telecommunication and low-voltage raceway systems.

Relevant Project Experience:

- City of Lancaster, El Dorado Park Revitalization | Lancaster, CA
- City of Lancaster, Mariposa Park Renovation | Lancaster, CA
- City of Perris Morgan Park Parking Lot Expansion | Perris, CA
- Department of Veteran's Administration, Air Handler Unit Replacement | Barstow, CA
- The Aerospace Corporation Lighting Replacement | Los Angeles, CA
- Orange County Sheriff's Department, Central Men's Jail Lighting Retrofit | Orange, CA



Adrian Anderson, PE

Lead Civil Engineer

Education: BS, Civil Engineering, California State University, Long Beach

Professional Certifications: Professional Civil Engineer: CA #C60955

Mr. Anderson has over 25 years of experience and is well-versed in public-work infrastructure improvements, utility coordination, active transportation, traffic engineering, signal timing, signing and striping, drainage, and street design. Throughout his career, he has managed public agency projects for street rehabilitation projects, street widening and new street/ highway projects, drainage improvement projects, right-of-way projects, development project plan checks for various agencies, urban trail projects, and other active transportation facilities.

Relevant Project Experience:

- City of San Bernardino, Spiecher Memorial Park Ballfield Improvements | San Bernardino, CA
- City of Downey, Rio San Gabriel Park, Green, Safe, and Active Park Improvements | Downey, CA
- Riverside County Sheriff Dept., Coroner Facility Parking Lot Improvements | Perris, CA
- City of Lancaster, El Dorado Park Revitalization | Lancaster, CA
- City of Lancaster, Mariposa Park Renovation | Lancaster, CA
- City of Laguna Beach, Pearl Street Pedestrian Safety Assessment | Laguna Beach, CA
- City of Manhattan Beach, Polliwog Park Fitness Station Installation | Manhattan Beach, CA
- City of Irvine, Great Park Concession Building Upgrade | Irvine, CA

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Said Hilmy, PhD, PE, SE, LEED AP

Principal /Contract Administrator

Education: Doctorate, Structural Engineering, Cornell University; MS, Structural Engineering, Cornell University

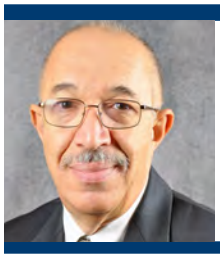
Professional Credentials: Professional Structural Engineer: CA #S3680; Professional Civil Engineer: CA C43988; LEED Accredited Professional

Dr. Hilmy has over 35 years of experience in structural engineering design and analysis and project management with strong expertise in the design and upgrade of steel, concrete, and wood structures. Recognized for his knowledge of code developments and seismic retrofit, Dr. Hilmy has worked on more than $3 billion engineering projects and more than 200 seismic assessments and retrofit projects in California.

Mr. Hilmy provides organizational leadership with a focus on quality control in the delivery of construction documents and excellent customer service.

Relevant Project Experience:

- City of Irvine Civic Center Public Safety Tenant Improvements | Irvine, CA
- City of Laguna Beach, Fire Station #4 Seismic Evaluation | Laguna Beach, CA
- City of Laguna Beach, Glenneyre Parking Structure Analysis & Rehabilitation | Laguna Beach, CA
- County of Orange, Yale Navigation Center | Santa Ana, CA
- City of Santa Ana City Hall Tenant Improvements | Santa Ana, CA
- City of Downey, Rio San Gabriel Park, Green, Safe & Active Park Improvements | Downey, CA
- City of Murrieta, Town Square Park Amphitheater | Murrieta, CA
- City of Rialto City-wide Park Assessment and Improvements | Rialto, CA
- City of San Bernardino, Speicher Memorial Park Ballfield Improvements | San Bernardino, CA
- City of Lancaster, Mariposa Park Renovation | Lancaster, CA
- City of Carson, Wilmington Ave Street Improvement Project | Carson, CA
- Los Angeles World Airports, Roadways, Utilities & Enabling (RUE), Century Blvd & La Cienega Street Rehabilitation | Los Angeles, CA



Faisal Dakhil

Cost Estimator

Education: MS, Civil Engineering, University of Southern California;
BS, Civil Engineering, University of Southern California

Mr. Dakhil has over 30 years of pre-construction, construction management, and estimating experience in a broad spectrum of projects ranging in value from $1 million to more than $250 million. Faisal has a long track record of successful jobs coming in under budget and on time, resulting in substantial client savings.

Relevant Project Experience:

- City of Lancaster, El Dorado Park Revitalization | Lancaster, CA
- City of Lancaster, Mariposa Park Renovation | Lancaster, CA
- City of Commerce Veterans Memorial Park Recreation Center | Commerce, CA
- City of Irvine, Bill Barber Park Shade Structures | Irvine, CA
- City of Glendora Finkbiner Park | Glendora, CA
- City of Manhattan Beach, Lot 3 Parking Structure Seismic Evaluation | Manhattan Beach, CA

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SOLUTIONS

through integrated design

IDS GROUP

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Irvine, ca 92606
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CITY OF GARDENA
CONSULTANT AGREEMENT WITH ITERIS, INC

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **Iteris, Inc,** a DE Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - Traffic Engineering

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9**, **2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the

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services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by

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this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall

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be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	Iteris, Inc 1700 Carnegie Avenue, Suite 100 Santa Ana, CA 92705 Attn: Steven Bradley Regional Vice President

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – Iteris, Inc

Khristine Arakaki
_____
Name

Sign: Khristine Arakaki
Title: Vice President, Legal

Steven Bradley
_____
Name

Sign: Steven Bradley
Title: Regional Vice President

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference. In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA	CONSULTANT – XYZ
_____	_____
Tasha Cerda, Mayor	Name
ATTEST:	Sign: _____
	Title:
_____	_____
Mina Semenza, City Clerk	Name
APPROVED AS TO FORM:	Sign: _____
	Title:
_____	
Carmen Vasquez, City Attorney	

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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Electronic Copy

iteris®

June 13, 2024

Response to
Request for Qualifications

ON-CALL PROFESSIONAL SERVICES | TRAFFIC ENGINEERING

Submitted to:

CITY OF GARDENA
INCORPORATED 1930



11477-143.25

Docusign Envelope ID: 8227E5D7-1338-4AB0-A7C2-6FD517231122

iteris®

949.270.9400
iteris.com

1700 Carnegie Avenue, Suite 100
Santa Ana, CA 92705

June 13, 2024

Mr. Kevin Kwak, Assistant Public Works Director
City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778

Re: Proposal For General Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture and Landscape Architecture, Geotechnical Engineering/Geology and Material Testing, and Staff Augmentation On-Call Professional Services:
On-Call Professional Services for: Traffic Engineering

11477-143.25

Dear Mr. Kwak:

With the initiative of the City of Gardena (City) striving to provide welcoming customer service to residents, businesses and industries that choose to establish, relocate, or expand within the City, Iteris, Inc. (Iteris) is committed to assisting with that goal by providing Traffic Engineering services to your community. We specialize in collecting and aggregating actionable data for contextually relevant solutions in traffic engineering, Traffic Signal Systems (TSS), Intelligent Transportation Systems (ITS), and transportation planning. We offer a team of highly experienced engineers, planners, and data analysts with extensive knowledge of traffic management and operations for the City of Gardena. Iteris combines its specialties to design and implement innovative solutions that help government agencies and municipalities reduce traffic congestion, enhance system reliability, improve mobility and safety, and advance the development of thriving communities. Iteris is a leader in smart mobility infrastructure management for the transportation industry.

Iteris proposes Mr. Paul Frislie, PE, IMSA, as Project Manager for this project. He will be the principal contact with the City and other entities per the City's direction. Mr. Frislie will oversee work from project inception to completion and will also be responsible for coordinating staff activities and meetings. He has directly worked with the City of Gardena for the past fourteen years on numerous high-profile projects that were successfully completed. Iteris will provide the City with the following distinct advantages:

EXPERIENCED PROJECT MANAGER AND PROJECT TEAM

Iteris, with Mr. Frislie serving as project manager, brings extensive traffic engineering and ITS design experience and understanding of the City's basic ITS functional needs and requirements. Iteris' depth of project management, technical staff, and proven work approach allows us to deliver projects efficiently, saving the City money and time. The number and depth of staff Iteris has allows us to work on multiple projects simultaneously.

EXTENSIVE ON-CALL EXPERIENCE THROUGHOUT SOUTHERN CALIFORNIA

Our team has extensive experience assisting cities in achieving optimized traffic operations, implementing safety measures, assisting with technical analysis to inform decisions, and assisting with system and equipment configurations. We are very well versed in delivering all types of traffic engineering projects, including projects which utilize Federal funds and must be coordinated with Local Assistance. We strive to act as an extension of the City's staff, allowing quicker results and improved responsiveness for City needs.

ITERIS IS COMMITTED TO THE CITY EVERY STEP OF THE WAY

The Iteris Team has the staff and resources that are readily available to immediately work on the traffic engineering assignments that are of high priority to the City. Our staff are passionate about traffic engineering and will be dedicated to providing exceptional and responsive service to the City. Our workload does not limit us from providing the attention required for each assignment.

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Iteris has reviewed the City's Consultant Agreement and Insurance Requirements and finds them to be acceptable.

Iteris acknowledges receipt of Addendum 01 released June 4, 2024.

Thank you for the opportunity to submit our proposal. Iteris looks forward to assisting the City on this important project. Please contact me at (949) 270-9647 or sdb@iteris.com, or the designated Project Manager (PM), Mr. Frislie, at (949) 270-9597 or pmf@iteris.com, should you have any questions.

Sincerely,
Iteris, Inc.



Steven Bradley has authority to negotiate and bind on behalf of the firm.

Steven Bradley, PE
Regional Vice President
Mobility Consulting Solutions

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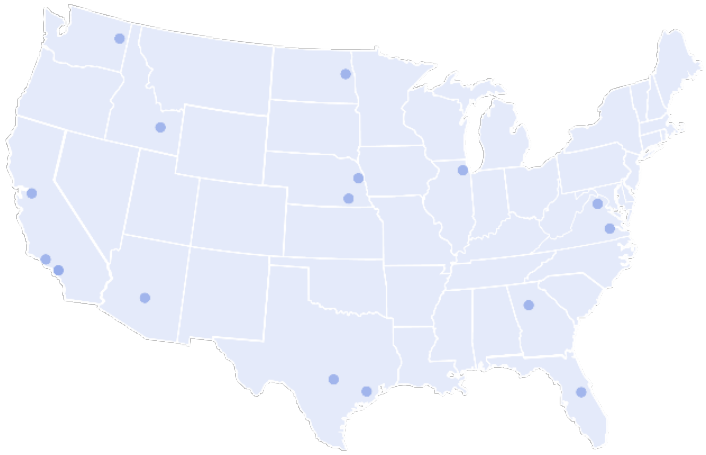
ITERIS QUALIFICATIONS AND EXPERIENCE

Iteris, Inc. (Iteris) is the market leader in smart mobility infrastructure management since 1987. With offices across the US, Iteris' 460 staff have decades of expertise in traffic management, along with superior services and patented products that help detect, measure, and manage traffic and vehicular performance, minimize traffic congestion, enhance safety, and empower Iteris clients with solutions to better manage their transportation networks.

Iteris team members are experts in the fields of transportation planning, traffic engineering, and ITS. Knowledge of these practice areas enables Iteris to provide comprehensive services ranging from initial traffic impact studies, transportation modeling, planning, systems engineering, and detailed design, through implementation and performance measurement/monitoring. Iteris combines the knowledge of transportation planners, transportation engineers, systems engineers, system integrators, and software engineers to offer an unmatched combination of talent and experience.



Iteris develops and deploys innovative solutions that help agencies reduce traffic congestion, enhance transit use, monitor, and manage transportation networks and provide greater access to reliable traveler information.

Core Disciplines

Iteris was founded based on the principle of providing quality solutions on time and within budget. Committed to the transportation industry, Iteris applies in depth knowledge to solve the most challenging problems associated with the movement of people and goods to enhance a growing economy. Iteris delivers precise solutions that meet customer needs and expectations in the following areas:

- ITS & Engineering
- Mobility & Analytics
- Data Insights
- Smart Communities
- Connected & Autonomous Vehicles
- Integration, Operations & Maintenance
- Advanced Traveler Information Systems
- Commercial Vehicle Operations

Services Relevant to this Project

Iteris has extensive, relevant experience in Traffic and Transportation Engineering, and has work with several agencies throughout California. Projects range from planning and design to the implementation of multimodal transportation systems.

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GRANT OPPORTUNITY IDENTIFICATION AND MANAGEMENT SUPPORT

As part of our transportation planning and engineering practice, we have provided grant support service for our clients for over 20 years. In the past three years we have prepared 20 grant applications for federal BUILD/RAISE, Caltrans HSIP, CALSTA TCEP and TIRCP, FRA CRISI, USDOT MPDG, IDEA4US and SMART, FTA Low or No Emission Bus Program (5339(c) and Bus and Bus Facilities Program and Pilot TOD Program.

Our services include completing all components for some grant applications such as graphics, narrative, analysis, BCA, and BCA memo, whereas on some grant applications, we have provided narrative or BCA components. Iteris' grant management support services can also include funding agreement development, preparation of dashboards for grant reporting requirements, and before and after studies of funded improvements. Iteris works with clients to identify grants through eligibility requirements and notices of funding opportunities. Iteris creates an outline of information that needs to be provided to clients while we work on the information and graphics, which is generated independently. Iteris then puts together an initial draft narrative within a few weeks (based on project deadline and need) and then have weekly meetings reviewing edits to the narrative and the status of other application components: letters of support, graphics, additional analysis, and financial information for requested and matching funds. We expect that it is important for City of Gardena to retain all files used to create graphics and tables to easily update those for future funding applications as needed, therefore we will ensure all native files are delivered to the City of Gardena project manager after the final application is submitted.

TRAFFIC ENGINEERING

- Signal System Selection, Design, Deployment, Operation and Coordination
- Bicycle Lane Design
- Bulb-outs Design
- Intersection Modifications
- Lighting and Parking Design
- Traffic Simulation
- Pedestrian Crosswalk Enhancement
- Road Widening/Realignment
- Traffic Circles Planning/Design
- Traffic Control Plans
- Training and Research
- Warrant Studies

Iteris specializes in the design, evaluation, and operation of intersections and arterials to improve the efficiency and safety of vehicular traffic flow, pedestrian mobility, transit operations, and bicycle traffic. Iteris has co-authored the industry standard **FHWA Traffic Control Systems Handbook** and has assisted multiple agencies throughout the U.S. in the development of signal operation standards.

TRAFFIC SIGNAL DESIGN

- Traffic signal design and modification
- TSP and EVP implementation
- Signage and striping
- Detection selection and implementation
- Signal Performance Measures (ATSPM) modifications
- Traffic signal phasing
- Standard development
- Construction Assistance
- Testing and training



As a leader in traffic engineering, Iteris has extensive experience providing planning and design of traffic signals and associated systems to improve safety and efficiency, extend capital investment life, and modify and improve operations, including for transit and emergency vehicles, pedestrians, and bicyclists**. Iteris has been an integral part of the design and deployment of thousands of signals nationwide.** Our approach stems from a comprehensive understanding of traffic operations, and our engineers strive to provide cost-effective and problem-solving solutions within our signal planning and design.

Iteris has extensive experience in all stages of design development from signal system analysis, evaluation, and master planning to detailed Plans, Specifications, and Estimates (PS&E), hardware selection, and integration of hardware in the field. We utilize our extensive equipment knowledge and experience to help municipalities implement the right solution for their needs.

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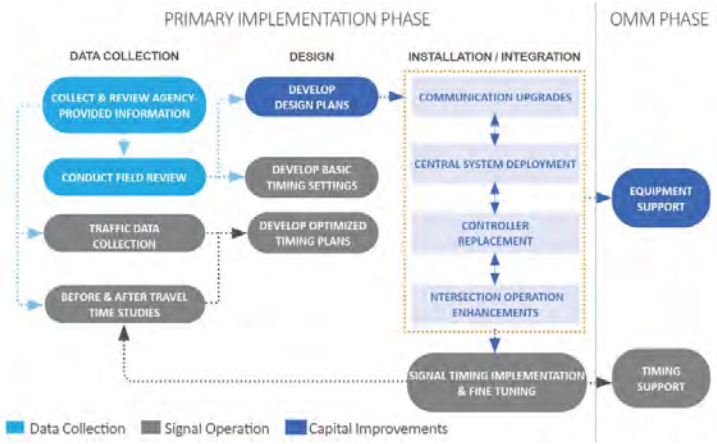
TRAFFIC SIGNAL TIMING AND SYNCHRONIZATION

- Signal timing/coordination analysis
- Inter-jurisdictional and regional traffic signal coordination optimizations
- Traffic signal phasing
- Development of arterial traffic calming measures
- Transit Signal Priority (TSP) timing
- Before and after studies
- Area-wide street network analysis
- Vehicular and pedestrian safety
- Ongoing Operations and Maintenance (O&M)
- Construction assistance
  - Training

Iteris excels in the assessment of existing traffic signal timing operations to improve the efficiency and safety of vehicular traffic flow, pedestrian mobility, transit operations and bicycle traffic. **Iteris has designed, deployed, or equipped over 1/3 of the signalized intersections in the United States.** Iteris continues to innovate in developing advanced solutions to complex problems with traffic operations. Iteris has extensive experience successfully completing numerous signal timing optimization projects throughout the country.



ON-SITE STAFFING AND OPERATIONS

- TMC Design, Deployment, and Software and Hardware analysis
- TMC Staffing and Operation
- 24/7/365 Operations Option
- Operations and Maintenance (O&M)

Iteris has provided on-site TMC staffing for the Cities of Pasadena and Santa Monica in California, as well as remote TMC staffing to the cities of Westminster, Fountain Valley, Cypress, Long Beach, and Corona. Iteris also provides TMC staffing support for the City of Anaheim during major events such as professional baseball and hockey events, large concerts, and conventions, and during the busy season for the Disney theme parks; often all four of these events occur on the same day. In addition to the City of Anaheim, two cities also have special event generators and one of Iteris' key tasks is to staff the Pasadena TMC during sporting and concert events held at the Rose Bowl and for major events in Santa Monica. Iteris has also been providing on-site TMC staffing of up to 100 TMC operators statewide to Virginia DOT (VDOT) for statewide operations since July 2013. Iteris' experience provides additional value in terms of standard operating procedures (SOPs), and Iteris' proven process to hire, employ and manage staff specifically to staff TMCs at both the professional level (PE, EIT, college graduates) and non-professional level (college interns, base TMC operator). Lastly, Iteris has the ability to offer value added services of *24/7 operations*.



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Iteris operates a 24/7 TMC call center for transportation management in its Richmond, VA, office. Focused on providing public and private operational support for Iteris' Advanced Traveler Information Systems (ATIS/511) and network monitoring across the entire U.S., Iteris' team of experts can be made available as-needed by utilizing secure remote network access into any TMC. This capability is supplemented by Iteris' fully functional TMC located in its Santa Ana, CA office.

ITS PLANNING, DESIGN AND INTEGRATION

PLANNING
- Communications Master Plan Development
- ITS Master Plan Development
- Traffic Signal System Planning and Design

DESIGN
- Communication Systems
- Detection and Surveillance Systems
- Traffic Management Centers
- Information Delivery Systems

INTEGRATION
- Systems Design, Engineering, Management, Installation, Integration, Implementation
- Hardware and Software Development



Planning – ITS embrace complex multimodal surface transportation improvement solutions at regional and local levels, and on corridor or site specific basis. ITS employs various communications networks and technologies that are networked together to exchange information, support coordinated cross-modal applications, and enhance interagency coordination. Careful planning for the deployment of ITS systems requires a comprehensive understanding of local and regional ITS components, their interaction, and their operation. Iteris has completed hundreds of ITS Planning projects, paving the way for ITS systems architecture, design, and deployment. Iteris' depth of experience working in large and small regions, and with a wide variety of ITS stakeholders, including cities, counties, metropolitan planning organizations, states, regional transit agencies, public safety agencies, emergency management agencies, and the private sector, has allowed the firm to emerge at the forefront of ITS Planning.



Design – Iteris provides agencies with state-of-the-art, cost-effective approaches to the design and implementation of ITS field elements, communications networks, Traffic Management Systems (TMS) and TMCs. Iteris produces comprehensive Plans, Specifications, and Estimates (PS&E) packages for CCTV cameras, Dynamic Message Signs (DMS), detection, TMCs and communications networks. Iteris' communications designs include numerous corridors and agency-wide ten (10) Gigabit Ethernet networks for traffic management and agency-Wide Area Networks (WAN), not just for traffic signal network but also expanding for other Smart City applications such as city buildings, water facilities, and public security. Iteris has designed communication networks comprised of fiber optics, twisted pair cable, Ethernet radios, and up to 40GB microwave wireless communications. Several of Iteris' communication network projects have included the procurement, integration, and installation of 100Mb, 1Gb, 10Gb and 4Gb Ethernet hardware, providing agencies with a turnkey solution to implementing a fully robust and resilient Ethernet ITS network. Iteris' TMC design services include feasibility analysis; functional operations and maintenance requirements; staffing analysis; conceptual layout; and final design. Iteris' innovative TMC designs incorporate not only the current requirements of the client, but also flexibility to incorporate new technologies and scalability to support future growth.



Integration – Systems integration is a key component of successful multimodal, multi-agency, and complex operating environments. Specialized engineering expertise and skillsets are necessary to overcome all institutional challenges, whether deploying a new system, expanding a legacy system, or aggregating subsystems. Iteris utilizes its extensive experience in complex system engineering, design, product development, systems integration, implementation, system acceptance testing and continued operational maintenance, to integrate all necessary aspects of a complete system including but not limited to hardware, software, and the user-interface into a fully-functional, cost-effective, and turnkey solution. Iteris is committed to providing high-quality products, integrated solutions, and around-the-clock support to meet the client's needs during the entire lifecycle of the program and keep them up and running well into the future.

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Iteris understands customer relationships and what it takes to facilitate agreements among stakeholders, as well as implement and operate multi-jurisdictional or intermodal systems. When it comes to understanding the connection between subsystems, program phasing, interagency communications, and integration, Iteris has the experience to deliver superior results time and again. With backgrounds in systems engineering, in-house testing of all customer hardware/software, object-oriented development, and hardware/software development, Iteris provides integrated solutions which solve current and future transportation challenges before they arise. Additionally, Iteris develops and documents system requirements as well as performs system acceptance testing to ensure results meet system requirements. Iteris understands its client's needs and provides cost-effective system solutions to complete the most complex tasks on-time and within budget. At the conclusion of a project, Iteris ensures that the client has a fully-functional system they understand and can utilize for years to come.

ON-CALL SERVICES

- Traffic Engineering
- Transportation Planning
- ITS
- Traffic Signal Design/Synchronization



Iteris has extensive transportation engineering, planning and ITS on-call experience, having successfully managed and completed hundreds of on-call task orders for a wide variety of public agencies and municipalities. Iteris can serve any technical needs and respond quickly to task orders with accelerated schedules without sacrificing quality of work. The blend of Iteris' local knowledge and vast transportation management experience provides the resources needed to tackle any technical requests that arise. Iteris' past on-call engagements have involved the evaluation of impacts to traffic, transit and safety as a result of new developments (i.e. residential, retail, commercial), trip/parking generation, traffic control warrants, queuing analysis, travel demand forecasting, capacity analysis/simulation, pedestrian/bicycle/ transit access studies, origin/ destination analysis (using models, license surveys and MacID addresses), circulation analysis and traffic engineering design tasks (e.g. signals, signing, striping, lighting, temporary traffic control, ITS, ETC.). **Table 1** provides a selection of agencies to which Iteris has provided on-call services over the past five years.

Table 1 – Iteris' On-Call Experience

CITY/AGENCY	Traffic Engineering	Transportation Planning	ITS
Caltrans, District 12	●		●
City of Anaheim	●	●	●
City of Chula Vista	●		●
City of Corona	●	●	●
City of Cypress	●		●
City of Diamond Bar	●	●	●
City of Fountain Valley	●		●
City of Gardena	●	●	●
City of Garden Grove	●		●
City of Irvine	●	●	●
City of Irwindale	●	●	●
City of Laguna Niguel	●	●	●
City of Laguna Woods	●	●	●
City of Lancaster	●		●
City of Long Beach	●		●
City of Newport Beach	●		●
City of Oxnard	●	●	●
City of Rancho Palos Verdes	●	●	
City of Santa Ana	●		●
City of Seal Beach	●	●	●

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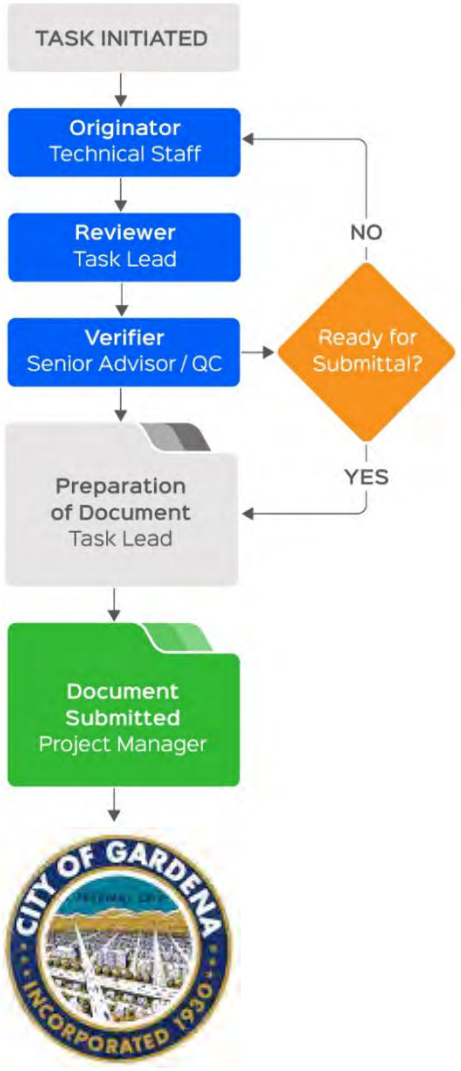
CITY/AGENCY	Traffic Engineering	Transportation Planning	ITS
City of Simi Valley	●	●	
City of South San Francisco	●	●	
City of Union City	●		
City of Ventura	●	●	●
City of West Hollywood	●		●
Los Angeles County, LADPW	●	●	●
Los Angeles County Metro	●	●	●
Port of Long Beach	●	●	●
Port of Los Angeles	●		
San Diego Association of Governments		●	
San Mateo County / CCAG	●		●
Ventura County Transportation Commission	●	●	●

QUALITY ASSURANCE/QUALITY CONTROL (QA/QC)

Iteris' ability to implement high-quality deliverables is a result of the firm's adherence to an official quality assurance program that ensures accuracy, product usability, and an overall commitment to product excellence and client satisfaction. Our Project Manager will ensure the team's commitment to these objectives by identifying goals at the outset of the project and monitoring the product implementation and delivery process.



The QC/QA process is a major factor in reducing project issues and technical errors and will assist with identifying conflicts or inconsistencies within project documentation. The QC/QA process will also require that each project be set up with a dedicated task for QC/QA tracking and that an individual be charged with Quality Control for each task in the work plan. In addition to the project budget, ample time must be provided in the project schedule to complete reviews, as well as provide sufficient time for comments to be addressed and incorporated into the final delivery to the City. The production of top-quality products for the City is Iteris' number one project goal, and the QC process is followed by all associates working on each project undertaken by Iteris. As a firm and as individuals, Iteris strives for excellence.

All documents produced by Iteris associates and team members, prior to transmittal to the City, are reviewed by a member of our technical staff with expertise in the relevant area other than the author to ensure that they are comprehensive and well written. It is difficult for the author of a product to always catch some obvious mistakes or to realize when something may not be very clear to the reader. A second opinion is also invaluable in identifying alternative approaches to the analysis.

It is Iteris' policy that all documents must be reviewed by senior staff before distribution, and that this person should be identified early in the process. During the internal project kick-off meeting, once the deliverables are identified, the PM for each task shall identify specific senior staff who are able and qualified to perform the reviews. At each level of document review, the author shall review their own work relative to the underlying analysis, calculations, and graphics of the report.

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FAMILIARITY OF REGIONAL GRANTS/COMPETITIVE FUNDS (SBCCOG & LA METRO)

Iteris staff are prepared to assist the City in the advanced preparation for, pursuit of, and management of a variety of County, State, and Federal grants. With extensive experience supplementing City transportation engineering staff throughout Southern California, Iteris staff are well versed in the level of effort required to successfully pursue, win, and execute grant-funded projects. Iteris staff typically apply the understanding gained via on-site staffing to help Cities identify unfunded needs in relation to transportation safety. Iteris staff then apply that understanding to develop detailed performance assessments which can be used as the foundation for successful grant applications.

We work with our clients to identify grants through eligibility requirements and notices of funding opportunities. We create an outline of information needs to provide to our clients while we work on the information and graphics, which we can generate independently. We put together an initial draft narrative within two weeks and have weekly meetings reviewing edits to the narrative and the status of other application components: letters of support, graphics, additional analysis, and financial information for requested and matching funds.

We often utilize previously completed analysis and graphics since reference to previous planning efforts demonstrates continuity and commitment to a project. However, for nearly every application we create new graphics whether they be infographics or maps that are specific to the eligibility or evaluation criteria of the funding program.

Grant applications are generally completed on short deadlines, therefore management of submittal timeline is based on working backwards from a “pens down” date of the Friday before an application deadline to reduce the risk of logistical issues on the day of submission.

Iteris staff assisted the SBCCOG in setting up the Measure R Highway Program in the period before management was transitioned to SBCCOG staff. As part of our management contract, we set up the project lists, funding agreements with Metro, project mapping, and interfaced with each member agency to keep project development on track.

Since 2022, Iteris staff authored the successful West Santa Ana Branch Transit Oriented Communities and Downtown Los Angeles Transit Oriented Communities awarded grants (Federal Transit Administration), the Zero Emission Busses and Charging Infrastructure Deployment and System Integration under the CalSTA Transit and Intercity Rail Capital Program, and the La Brea Avenue Complete Streets Project under the Safe Streets for All Program, and the Port of Long Beach North Harbor Transportation System Improvements MARAD Port Infrastructure Development Grant totaling $241 million in awards.

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KEY PERSONNEL AND EXPERIENCE



PAUL FRISLIE, PE, IMSA | PROJECT MANAGER

Mr. Paul Frislie, PE, IMSA, will serve as the Project Manager for this on-call and will be the principal contact with the City and other entities per the City's direction. Mr. Frislie will be responsible for coordinating staff activities, coordinating meetings, project strategy, and will oversee work from project inception to completion. For **over 23 years**, Mr. Frislie has been involved in several transportation and traffic engineering projects that include both planning as well as design and deployment of ITS, systems integration, and traffic signal design. Recently, he has served as the Project Manager for the Artesia Blvd Arterial Improvement Project and the Redondo Beach Blvd Arterial Improvement Project in the City of Gardena, the City of Long Beach Mid-City Signal Coordination Project, the Euclid Street Regional Traffic Signal Synchronization project, and the Yorba Linda Boulevard Regional Signal Synchronization Project. Mr. Frislie' s ITS experience comprises fiber optic communications, wireless communications, Closed-Circuit Television (CCTV), Video-Detection System (VDS) and Dynamic Message Signs (DMS) including the development of numerous ITS Master Plans for the Cities of Gardena, Newport Beach, Cypress, Ventura, Buena Park, Oxnard, and Whittier. Along with his ITS experience, Mr. Frislie has extensive experience in the field during construction conducting inspections, daily reports, quantity takeoffs, and project final acceptance and close-out punch lists.

Education & Registrations

BS, Civil Engineering
PE, CA #72982
IMSA Traffic Signal Level I & II, Signal Inspector Level I, Work Zone Safety

Project Experience:

- ✓ Redondo Beach Blvd and Artesia Blvd Arterial Improvement Projects – City of Gardena, CA
- ✓ Euclid Street Corridor Project Regional Traffic Signal Synchronization Program (RTSSP) – City of La Habra, CA
- ✓ Plans, Specifications, and Estimates (PS&E) for the I-10 Corridor Freight and Express Lane Project (Contract 2), San Bernardino County Transportation Authority (SBCTA) – San Bernardino County, CA
- ✓ Tweedy Boulevard Signal Synchronization Project – City of South Gate, CA
- ✓ I-405 Design-Build Improvement Project, Orange County Transportation Authority (OCTA) – Orange County, CA
- ✓ Citywide Traffic Signal Design & Inventory – City of Manhattan Beach, CA

Table 2 – Key Team Members, Role, Location and Skill Experience

STAFF	ROLE	LOCATION	AVAILABILITY	EXPERTISE OF KEY INDIVIDUALS			
				Traffic Engineering	Transportation Planning	ITS	Traffic Signal Design/ Synchronization
Paul Frislie, PE, IMSA	Project Manager	Santa Ana, CA	50%	●		●	●
Bernard K. Li, EE, TE, PTOE	QA/QC	Santa Ana, CA	25%	●	●	●	●
Andrew Freeman, PE, PTOE	Project Engineer	Santa Ana, CA	40%	●		●	●
Deepak Kaushik, PE	Project Planner	Los Angeles, CA	25%	●	●		
Jason Xu, PE, PTOE, PMP	Project Engineer	Santa Ana, CA	45%	●		●	●

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STAFF	ROLE	LOCATION	AVAILABILITY	EXPERTISE OF KEY INDIVIDUALS			
				Traffic Engineering	Transportation Planning	ITS	Traffic Signal Design/ Synchronization
Rasool Andalibian, PHD	Project Engineer	Santa Ana, CA	40%	●		●	●
Ted Huynh, PE, TE	Project Planner	Santa Ana, CA	40%	●	●		
SungWoo Jo, TE	Project Planner	Los Angeles, CA	50%	●	●		
Chris Devlin	Project Planner	Santa Ana, CA	60%	●	●		
Evan Shipley, EIT	Project Engineer	Santa Ana, CA	60%	●		●	●
Delbert Smith-Lavezzari	Project Engineer	Santa Ana, CA	40%	●		●	
Ciera Fernandez, EIT	Project Engineer	Santa Ana, CA	50%	●		●	●
Raymond Liang, EIT	Project Engineer	Santa Ana, CA	50%	●		●	●
Alex Ingoglia	Project Engineer	Santa Ana, CA	40%	●		●	●
Richard Luo, EIT	Project Engineer	Santa Ana, CA	50%	●		●	●

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ORGANIZATION CHART

With local offices in Santa Ana, Los Angeles, and Oakland, Iteris has the resources of **over 100 team members throughout California** dedicated to Traffic Engineering, Transportation Planning, and ITS. Iteris' proposed team organization is provided in **Figure 1**.

Figure 1 – Project Team Organization



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SIMILAR PROJECTS | SERVICES

Iteris is well known within the industry and has a long history of successful projects similar in scope for several California agencies. With a proven track record of on-time, within-budget performance, Iteris encourages the City to verify with the references provided for the project qualifications provided. Iteris has initiated over 1,000 ITS/Engineering and Planning projects within the last five years for a wide range of public and private entities including local agencies, counties, MPO, and Caltrans. Approximately **70% of these projects represent repeat clients** - a testament to Iteris' ultimate goal of client satisfaction.

Iteris' extensive traffic engineering, transportation planning and ITS experience is demonstrated by the projects are summarized in **Table 3**.

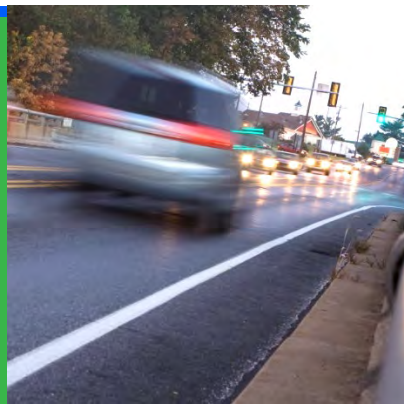

Table 3 – Project Qualifications Matrix

PROJECT NAME AND LOCATION	Traffic Engineering	Transportation Planning	ITS	Traffic Signal Operations
Artesia Blvd. Arterial Improvements from Western Ave to Vermont Ave – Gardena, CA	●	●	●	●
Hawk Signal System at Vermont Ave and 133rd Street - Gardena, CA	●	●	●	●
ITS Master Plan – Gardena, CA	●		●	
On-Call Professional Engineering Services for Traffic/Transportation Engineering – Newport Beach, CA	●		●	●
On-Call Engineering and Professional Consulting Services, Category K: Traffic Engineering – Corona, CA	●	●	●	●
On-Call Professional Consulting Services – Seal Beach, CA	●	●	●	●
MacArthur Boulevard Regional Traffic Signal Synchronization Program (RTSSP) Project – Irvine and Newport Beach, CA	●		●	●
Katella Avenue Regional Traffic Signal Synchronization Projects (RTSSP), Orange County Transportation Authority (OCTA) – Orange County, CA	●		●	●
Warner Avenue Traffic Signal Synchronization Project (TSSP) – OCTA, Orange County, CA	●		●	●
On-Call Traffic Engineering and Planning Services – Port of Long Beach (POLB), CA	●	●		

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Artesia Blvd. Arterial Improvements from Western Ave to Vermont Ave – Gardena, CA (2019 – Ongoing)

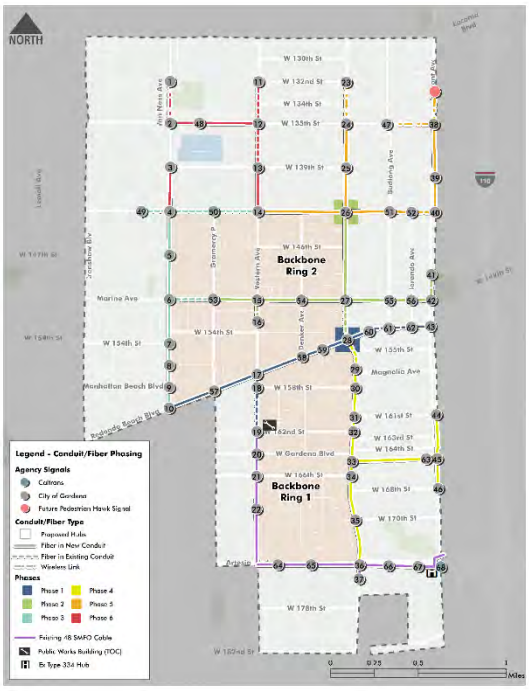
Iteris was the project traffic engineer on a consultant team that provided preliminary engineering, design, signal timing, and construction management of Artesia Boulevard Avenue from Western Avenue to Vermont Avenue in the City of Gardena. Artesia Boulevard is a major arterial located in the City and is a major corridor to gain access to the 110 Freeway. The goal of the project was to prepare the PS&E and provide the Construction Management/ Inspection Services to improve Artesia Boulevard. The project was funded by the Los Angeles County Measure R Highway Program. The project was divided into three phases. For the initial preliminary engineering phase, the team performed detailed field investigation of the entire corridor to identify deficiencies and recommended improvements to enhance safety and traffic flow along the corridor including median improvements. Topographic survey, traffic signal, signing, and striping inventory were conducted as part of the field investigation. Upon City's approval of the Preliminary Design Report (PDR), the team prepared full PS&E package during the design phase, which includes new landscaped median, ADA ramps enhancement, traffic signal upgrades, signing and striping modifications for the entire corridor.

Hawk Signal System at Vermont Ave and 133rd Street - Gardena, CA (2020 – 2022)

Iteris provided design, signal timing, and construction support of the Vermont Avenue and 133rd Street HAWK Signal Installation Project in the City of Gardena. The project provided improvements to the intersection by upgrading the ADA ramps, median sidewalk, and providing signing and striping upgrades. Iteris was responsible for designing the new HAWK traffic signal which included traffic signal poles, conduit and pull boxes, signal cabinet, and service enclosure. Iteris coordinated with Southern California Edison to establish the service point. Iteris also coordinated with the City of Los Angeles Department of Transportation for the A-Permit application, review of the signal plans, and acceptance of the ADA ramp design within their right-of-way. The design phase has been completed, and the team will support the Construction Phase of the project.

ITS Master Plan – Gardena, CA (2023 – Ongoing)

The City of Gardena contracted with Iteris for the development of the initiated the Citywide ITS Master Plan to document the existing communication system and traffic signal elements such as cabinets, controllers, battery backup, etc. within the City. This



Master Plan evaluated potential future transportation options within the City and developed a multi-step process for implementation of upgrades to the existing traffic signal/ITS system including fiber optic communication, redundant Ethernet network, and CCTV cameras. These upgrades included anticipated software, hardware, and operational improvements designed to ensure that the City is well positioned for the future. In addition to physical improvements the Master Plan document will identify Operations and Maintenance (O&M) staffing responsibilities required to support the proposed traffic signal and ITS equipment to be deployed.

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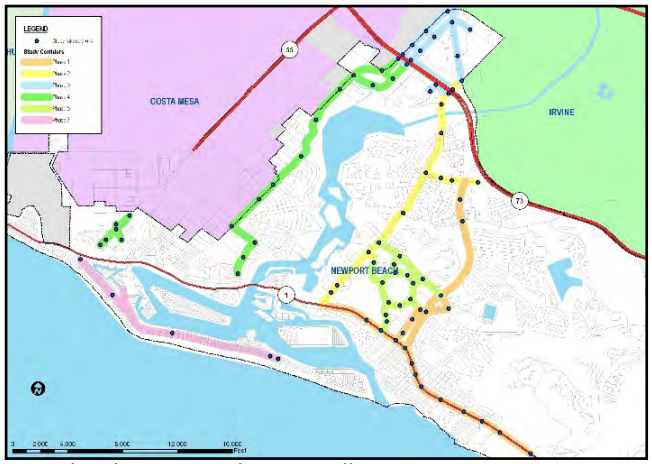
On-Call Professional Engineering Services for Traffic/Transportation Engineering – Newport Beach, CA (2003 – Ongoing)



Iteris has been providing on-call engineering services to the City of Newport Beach since 2003. In general, the work performed under this on-call includes development of plans, specifications, and estimates for traffic/transportation engineering projects, traffic-related studies, signal timing and coordination, conceptual designs, cost estimating and value engineering, transportation impact studies, traffic calming studies, traffic control plans, record drawings, traffic signal system monitoring, operations, and maintenance, compliance review, and grant applications. During this period, Iteris has provided an array of services through multiple task orders under the on-call contracts.

A highlight of these services include:

- **West Balboa Blvd Fiber Optic Upgrade Project** – Iteris provided ITS design services to install fiber optic cable along Balboa Blvd between River Avenue and 32nd Street. This project will allow for a direct fiber connection between the signals on the Peninsula and City Facilities back to the Traffic Management Center in City Hall. The project used an existing conduit along the corridor and replaced the existing wireless radio.
- **Balboa Blvd Traffic Signal Rehabilitation Project** - Iteris provided traffic engineering and ITS design services for the Balboa Blvd Rehab Project. The project consisted of modifications to three traffic signals along Balboa Blvd at 22nd St, 21st, and Main St, fiber optic design between Palm St and Main St, a Changeable Message Sign at 29th Street, and two overhead sign bridge designs.
- **Balboa Blvd Crosswalk Enhancement Project** – Iteris provided traffic engineering design service to upgrade two existing pedestrian beacon signals at 13th St and 14th St. The design consisted of replacing the existing poles with LED signage, corner bulbouts for new mast arm poles, controller cabinet in median with override switch, and conductors in conduit for hardwired service.
- **Newport Center Drive Fiber Optic Upgrades** – Iteris provided ITS design services for the installation of fiber optic cable along Newport Center Drive in the Fashion Center Mall area. The fiber optic cable replaced the existing twisted pair cable along with upgrading the existing Ethernet switches. The project upgraded nine traffic signals to fiber optic communication.
- **28th Street Improvements Project** – Iteris provided design, signal timing, and construction management for this project which added pedestrian bulb-outs, a new Fire station, and on-street parking on 28th Street. Iteris provided the traffic engineering which included signal upgrades, street lighting modifications, an RRFB relocation, changeable message sign installation, and improved signal timing.
- **Balboa Peninsula Parking Management Plan** – Iteris developed a parking management plan to assist the City with managing season tourism in the Balboa Peninsula. This work included development of recommendations for improvement and several public workshops to solicit community input. Iteris reviewed all existing parking and policies and made prioritized recommendations for improvements which the City is currently implementing.
- **Bayside Drive Improvements** – Iteris was responsible for the signal modification design at the intersection of Bayside Drive and Jamboree Road/Marine Avenue which included pedestrian signal modification, street lighting, and loop detection replacement. Iteris also provided construction management and support for this project.
- **Pedestrian Signals & Rectangular Rapid Flashing Beacons** (RRFB) – Iteris prepared design documents for two RRFB intersections: East Bluff Drive at the High School Driveway and Via Lido at Via Oporto. The design implemented wireless and solar RRFBs, including solar powered safety lighting. The design included

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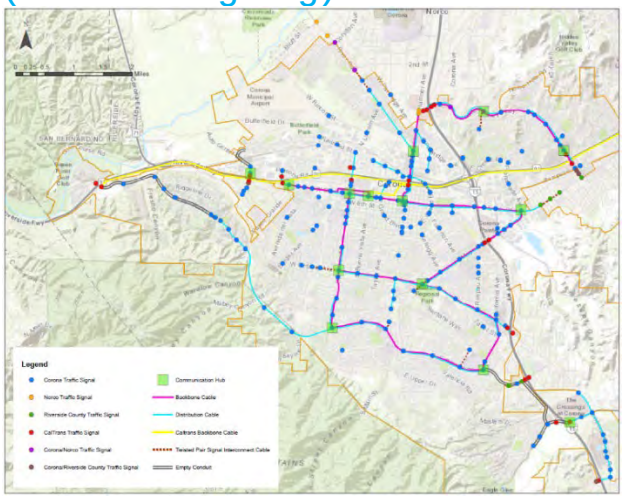
lighting analysis, signage and striping, and ADA curb ramp upgrades.

- **Traffic Flow Optimization Project** – Iteris developed citywide optimized signal timing plans at the City's 92 signalized intersections. Work also included coordination with 33 Caltrans-owned intersections. Work also included identification of low to medium cost improvements at some of the City's worst operating intersections, as well as identification of advanced technologies to monitor and manage traffic more efficiently.
- **Traffic System Master Plans, Phases 1-8 Projects** – Iteris prepared the City's traffic system master plan which laid out the City's plan for implementing communications improvements, ITS improvements, and general traffic signal equipment improvements citywide. Iteris followed up with the City to deliver designs for all eight phases outlined in the master plan, assisting the City in realizing the goals developed in the master plan. Work also included the development of Citywide traffic signal coordination. Iteris supported the implementation of all design and synchronization work from the City's TMC and also trained City of Newport Beach staff on the management of their new systems and timing.

On-Call Engineering and Professional Consulting Services, Category K: Traffic Engineering – Corona, CA (2019 – Ongoing)



Iteris has been providing on-call engineering services to the City of Corona since 2019. In general, the work performed under this on-call included the preparation of traffic control plans, specifications, and bid documents, traffic studies and analysis, signal timing and optimization, ITS design, signage and striping design, traffic impact studies, and serving as City representative as needed. During this period, Iteris has provided an array of services through multiple task orders under the on-call contracts.

A highlight of these services include:

- **Georgetown and Bedford Signal Installation Project** – Iteris provided design, signal timing, and construction support for the project which improved the intersection at Georgetown and Bedford. Iteris was responsible for the design of the new traffic signal, video detection, street lighting, rewiring, flashing yellow arrow operation, new fiber optic communications, and improved signal timing. The work also included upgrading ADA curb ramps, median porkchops, and providing signage and striping updates. Iteris supported both the design and construction phases of this project.
- **Various On-Call Traffic Studies and Transportation Analysis Services** - Iteris performed several traffic engineering, modeling and analysis tasks for the City of Corona since the completion of the General Plan Update. These projects consisted of the analysis of various roadways using the City's travel demand model. Specifically, the work included:
  - Analysis of changes in traffic on Foothill Parkway with different roadway connections to Foothill
  - Analysis of the impacts on traffic flow of turn restrictions at various locations within the City
  - Analysis of changes to the ramp configurations at SR91/Promenade Avenue interchange
  - Analysis of changes to ramp configurations at various interchanges due to the implementation of the Mid-County Corridor
  - Preparation of model build-out volumes at different locations in the City; these are used for traffic studies for proposed development projects
- **Duncan Gate Traffic Study** – Iteris prepared a neighborhood traffic study to evaluate the impacts of a gate removal to interconnect adjacent neighborhoods on Duncan Way. Iteris performed LOS analysis at six intersections to assess the impacts, including considering potential cut-through traffic if the changes are

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made. Iteris ultimately made recommendations for traffic calming measures to reduce speed and discourage commuter cut-through. Iteris presented the recommendations to the City Council for consideration.

- **Retrofit of Current Dynamic Message Sign (DMS) Technology** – Iteris provided ITS design services to retrofit and upgrade the eight (8) existing dynamic message signs at five (5) locations throughout the City. Iteris provided specs for different sign vendors, pole modification details, sign mounting details, and sign installation plans including wiring, communication, and power.
- **Traffic Management Center Video Wall Upgrade** – Iteris assisted the City in the design development and installation to upgrade the City's existing TMC video wall. This project provided the city with a complete demolition of the existing BARCO cube wall video wall system and recycling of aluminum wall structure – installed 15+ years ago. Replacing it with a new 4x2 55" LCD video wall replacement. Iteris assisted City staff in closing the existing wall opening for new video wall installation.

On-Call Professional Consulting Services – Seal Beach, CA
(2019-Ongoing)

Iteris has been providing on-call engineering services to the City of Seal Beach since 2019. In general, the work performed under this on-call includes review of traffic control plans and traffic signal improvements. Other services include development of plans, specifications, and estimates for traffic/transportation engineering projects, traffic-related studies, signal timing and coordination, conceptual designs, cost estimating and value engineering, transportation impact studies, traffic control plans, record drawings, traffic signal system monitoring, operations, and maintenance, compliance review, and grant applications. During this period, Iteris provided many services through multiple task orders under the on-call contracts.

A highlight of these services include:

- **Special Event Traffic Control Plan Review** - In coordination with special event coordinators, Iteris provided traffic control plan review for special events in the City. Iteris reviewed additional traffic control plans developed by others for annual events.
- **Local Signal Synchronization Plan** – Iteris provided traffic signal recommendations to be included in the Plan which serves as a basis for the City's grant application effort. Improvements were based off our knowledge of the City's infrastructure and the City's goals to improve operations and safety citywide. The LSSP document was used to make the City eligible for future traffic signal synchronization funding.
- **Traffic Signal Recommendations and Design** – Iteris has provided traffic signal recommendations and design PS&E for various signal improvements around the City. The projects included new traffic signal cabinets, deployment of battery backup systems (BBS), new traffic signal controllers, and improved detection. The Design also included new ADA pedestrian ramps at locations that were not currently compliant. The traffic signal improvements placed the City in a better position for improved traffic signal maintenance and future communication upgrades.
- **City Traffic Guideline Updates** – Iteris assisted the City with the development and update of its various traffic engineering policies and guidelines. As a result of Senate Bill 743, Iteris assisted the City with the update of the City's traffic impact study guidelines to maintain compliance with the new regulations. A new stop sign request guide was also produced for the City in accordance with the California Vehicle Code and (CVC) California Manual on Uniform Traffic Control Devices (CAMUTCD).
- **Stop Sign Policy –** Iteris staff developed a stop sign policy for the City of Seal Beach that is consistent with the CAMUTCD, CVC, and City's Municipal code. The policy is used to help field numerous requests for stop signs.
- **System Integration and Support** – Iteris provided system integration services to assist the City with installing GPS clocks at intersections along Westminster Blvd. These improvements allowed the City to keep their traffic signals along Westminster in step with the OCTA Westminster TSSP project.
- **Fiber Communication upgrades projects** – Iteris has coordinated with the City to prioritize traffic signal communication upgrades. Iteris provided fiber installation PS&E for traffic signals along Lampson Avenue and on Ocean Avenue to connect traffic signals and City IT services.
- **Transportation Conceptual Planning** – Iteris provided conceptual drawings for new lane

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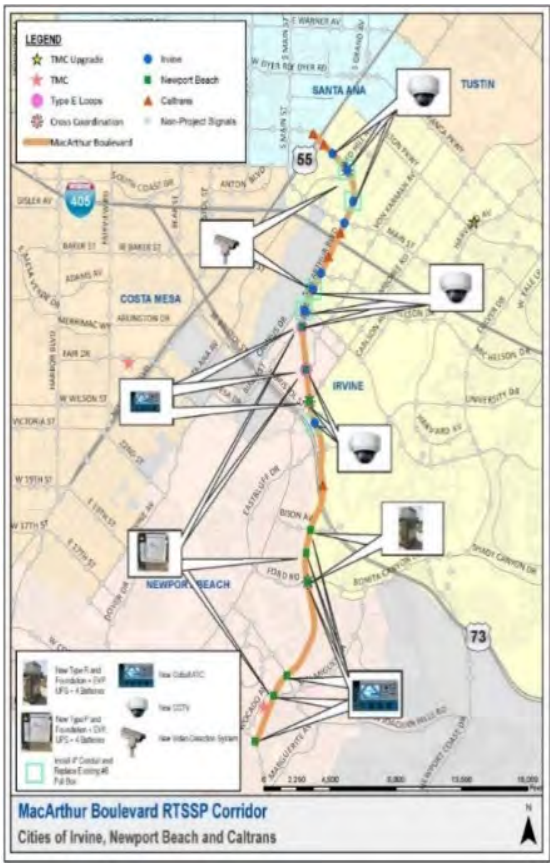
configurations at several locations throughout the City. A concept plan was provided to the City for a new WB right turn only lane at Westminster Boulevard and Seal Beach Boulevard. Iteris also provided signing and striping recommendations for the intersection of 1st Street and Marina Drive.

- **Seal Beach Boulevard Traffic Signal Synchronization Review –** Iteris reviewed traffic signal synchronization design plans and timing operations recommendations. The project upgraded traffic signal detection and signal communication equipment. New signal timing parameters were evaluated to ensure they were consistent with CAMUTCD requirements.

MacArthur Boulevard Regional Traffic Signal Synchronization Program (RTSSP) Project – Irvine and Newport Beach, CA (2020 – 2021; O&M 2021 – 2023)

This project involved signal synchronization and equipment upgrades along MacArthur Boulevard from Pacific Coast Highway (PCH) and State Route 55 (SR-55) ramps, spanning across the Cities of Irvine and Newport Beach. The project was funded by Measure M2 funds, with the City of Irvine serving as the lead agency. The corridor spans 7.2 miles totaling 22 traffic signals. Iteris' goal of the project is to provide updated clearance parameters for the safety of vehicles, pedestrians, and bicyclists accompanied with new coordinated plans that will provide progression improvement along MacArthur Boulevard corridor without significantly increasing delays on the side streets.



General goals and tasks to be completed for both agencies include:

- Improving traffic flow along MacArthur and surrounding areas
- Cross coordination with major arterials accomplishes better regional traffic flow
- Identify design issues early to prevent change orders. With Iteris SPM, this will help improve the O&M period to ensure any operational changes and degradations are identified right away
- ClearGuide® will be used to provide corridor level insights from GPS probe data collected in real-time, every minute

Per the requirements of the M2 guidelines, Iteris will also provide Operations & Maintenance support for 2 years.

Katella Avenue Regional Traffic Signal Synchronization Projects (RTSSP), Orange County Transportation Authority (OCTA) – Orange County, CA (2019-2023)

Iteris was selected by OCTA for a $4.7 million regional traffic signal synchronization project along approximately 20 miles of the Katella Avenue corridor extending through the Cities of Anaheim, Cypress, Garden Grove, Los Alamitos, Orange, Stanton, Villa Park and the County of Orange jurisdictions in Orange County, California. The three-year project includes signal coordination and timing improvements, with the aim of improving traffic flow, enhancing public safety, and decreasing stops.

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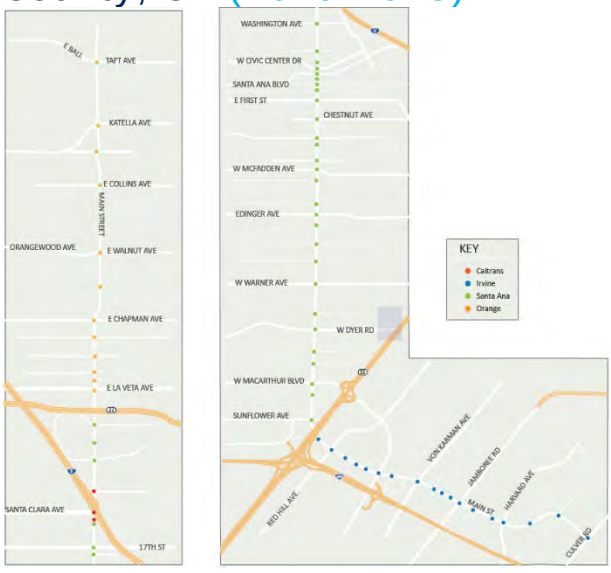
Under the project agreement, Iteris will provide services that will upgrade traffic signal electronics and communications equipment and optimize signal timing along Katella Avenue / Villa Park Road / Santiago Canyon Road, a major east-west corridor that comprises 73 major signalized intersections.

As part of the project, Iteris' Intersection-as-a-Service™ end-to-end solution offering will deliver proactive monitoring of traffic signal operations at all project intersections. The primary goal of this project is to deploy new Intelligent Transportation System (ITS) equipment and communication infrastructure to support the management of the cities' transportation network, implement optimized coordination timing plans to achieve optimal traffic flow, and improve safety for all road users, including vehicles, buses, bicycles, and pedestrians.

Iteris is proud to support OCTA's goal of improving the safety and mobility of road users by embarking on this traffic signal synchronization project. This initiative will ultimately help increase the value and effectiveness of the region's existing transportation infrastructure, while improving air quality and reducing fuel consumption.

Main Street Regional Traffic Signal Synchronization Projects (RTSSP), Orange County Transportation Authority (OCTA) – Orange County, CA (2019-2023)



Iteris was selected by OCTA for a $3.6 million regional traffic signal synchronization project along 12 miles of the Main Street corridor extending through the Cities of Orange, Santa Ana, and Irvine in Orange County, California.

The three-year project includes signal coordination and timing improvements, with the aim of improving traffic flow, enhancing public safety, and decreasing stops. Under the project agreement, Iteris will provide services that will upgrade traffic signal electronics and communications equipment, and optimize signal timing along Main Street, a major north-south corridor that comprises 67 major signalized intersections.

Warner Avenue Traffic Signal Synchronization Project (OCTA) – Orange County, CA (2012 – 20215, 2022 - Ongoing)

Iteris was selected by OCTA twice (2012 to 2015 and 2022 to present) to provide ITS upgrade design/construction and traffic signal synchronization improvements along Warner Avenue, a major east-west arterial, from Pacific Coast Highway to Pullman Avenue. The corridor encompasses a total of 43 signs, covering 13 miles of roadway, crossing the Cities of Huntington Beach, Fountain Valley, and Santa Ana. The first project, which started in 2012, was funded by the Renewed Measure M (aka M2), while the second project, started in 2022 with a value of $4.4 million, was funded by both M2 and Senate Bill 1 (SB1). For both projects, numerous ITS equipment upgrades were provided, including fiber-optic communications, Closed-Circuit Television (CCTV), video detection systems (VDS), signal controllers, and cabinets. The current project also includes the implementation of ClearGuide® arterial performance measure (APM) and signal performance measure (SPM).

The signal timing effort for the first project included developing signal synchronization plans for all 43 intersections along the corridor during weekday AM and Peak peaks. It began in August 2012 with new coordination timing implemented in June 2015 that resulted in a B/C ratio of 14:1. Operations and Maintenance (O&M) was provided through May 2015. The second project required developing signal synchronization plans for all 43 signals during weekday AM, midday, PM, and Weekend peaks. It started in January 2022 with new coordination

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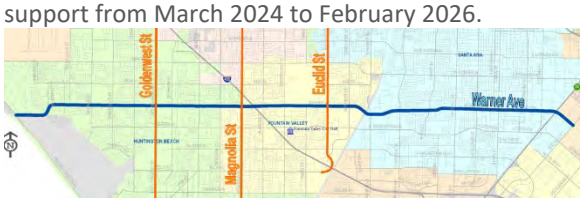
timing implemented in November 2023 that resulted in a B/C ratio of 19:1. The primary implementation (PI) phase will be completed by February 2024 followed by Operation and Maintenance (O&M) support from March 2024 to February 2026.



On-Call Traffic Engineering and Planning Services – Port of Long Beach (POLB) (10/2013-Ongoing)

Iteris serves as an On-call Traffic Engineering and Planning Consultant to the Port of Long Beach (POLB). Projects and services include:

Plan Checking and Approval Services for Traffic Control Plan

- Traffic Operational Study and Traffic Control Plans for Harbor Scenic Dr.
- Traffic Signal Design at the Intersection of Pico Ave/Pier G Ave and Harbor Plaza/Pier F Ave (17J1217B5)
- POLB On-Call Modeling, Traffic Engineering & Transportation Planning

On-Call Plan Checking & Approval Services for Traffic Control Plans

Iteris is serving as a consultant to POLB in support of this on-call traffic engineering project that provides traffic engineering design services to include Plan Checking and Approval Services for Traffic Control Plans. Iteris provides technical reviews of the plans for conformance to Port's guidelines and state standards. Iteris has so far reviewed over 150 sheets of Traffic Control Plans in the vicinity of POLB.

Traffic Operational Study & Traffic Control Plans for Harbor Scenic Dr

Iteris, as an on-call traffic engineering consultant to POLB, provides traffic engineering services to review traffic operations for Harbor Scenic Drive from Harbor Plaza to Pier J Avenue South End and provide recommendations to improve safety and traffic operations within the project area. Iteris conducted field reviews, assessed the issues, and has suggested possible solutions for consideration. In general, more than one recommendation was made at some of the critical locations identified along the corridor. All the recommendations have been discussed and presented to POLB to enhance the corridor safety, and traffic operation efficiency.

Traffic Signal Design at the Intersection of Pico Ave/Pier G Ave and Harbor Plaza/Pier F Ave

Iteris is serving as a consultant to the POLB to provide traffic engineering services for Traffic Signal Design at the Intersection of Pico Ave/Pier G Ave and Harbor Plaza/Pier F Ave. The main objectives of this project are to propose new signal phasing, design the new traffic signal including upgrading the ADA ramps, prepare Plan, Specifications and Cost Estimates (PS&E), and pothole proposed traffic signal pole locations. Upon approval from POLB and the City of Long Beach, Iteris will provide bid and construction support during the construction of the signal.

On-Call Modeling, Traffic Engineering & Transportation Planning

Iteris has been retained by both the POLB and Port of Los Angeles (POLA) to conduct a wide range of on-call travel demand modeling, traffic engineering and transportation planning services. The projects range from Port area travel demand model development and implementation, model application for port studies, and large-scale transportation planning and design efforts to local traffic and access studies for Port related developments. The projects supported by Iteris in the Port area include support documents for environmental reports, development of traffic mitigation plans, traffic signal design and operations analysis, and public presentations and community workshops. Iteris was integral in the early development of the first Port area travel demand models and our staff continue to support the Ports in model updates and applications for many projects. Projects recently completed in the Ports include EIR traffic studies for the Gerald Desmond Bridge, the ICTF and SCIG near-dock rail projects, several port terminal projects, signal coordinate and street design. Iteris has also recently developed and implemented a VISSIM computer micro-simulation model for the port area along a critical stretch of Ocean Blvd near the Gerald Desmond Bridge.

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REFERENCES

Iteris has provided the following client references as shown in **Table 4**

Table 4 – References

Brad Sommers, Principal Civil Engineer City of Newport Beach 100 Civic Center Drive Newport Beach, CA 92660 949-644-3326 | bsommers@newportbeachca.us	Juan Navarro, Associate Engineer City of Garden Grove 11222 Acacia Parkway Garden Grove, CA 92840 714-741-5186 | juann@ggcity.org
Rosalva Ureno, City Traffic Engineer City of Corona 400 S. Vicentia Ave. Corona, CA 92882 951-817-5708 | Rosalva.ureno@coronaca.gov	Tony Wang, Traffic Engineering Manager City of Yorba Linda 4845 Casa Loma Avenue Yorba Linda, CA 92886 714-961-7170 | twang@yorbalindaca.gov
Alicia Yang, Project Manager III Orange County Transportation Authority (OCTA) 600 S. Main St. Orange, CA 92868 714-560-5362 | ayang@octa.net	Anna Moneymaker, Port Planner Port of Long Beach (POLB) 415 W. Ocean Blvd. Long Beach, CA 90802 562-283-7196 | anna.moneymaker@polb.com

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FEE SCHEDULE

Table 5 provides a schedule of Iteris standard hourly rates by job classification.

Table 5 – Iteris Standard Fee Schedule

CLASSIFICATION	STANDARD BILLING RATES*	
	Min	Max
Support Staff I	$104	$136
Support Staff II	$163	$222
Assistant Engineer/Planner	$113	$155
Associate Engineer/Planner	$135	$183
Engineer/Planner	$140	$196
Senior Engineer/Planner I	$195	$246
Senior Engineer/Planner II	$228	$264
Lead Engineer/Senior Manager	$236	$315
Associate Vice President/Principal/Director	$258	$349
Vice President/Chief Scientist	$343	$454

Billing Rates effective for first three (3) contract years.
Task Orders will utilize individual staff rates at time of Letter Proposal submission, NTE Max Billing Rates.

Standard Terms and Conditions

- Subconsultant, Subcontractor and Equipment expenses to be billed at negotiated cost plus markup.
- Other direct expenses to be billed at cost, unless otherwise negotiated.
- Mileage rates will be based upon current IRS standard rates.

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RESUMES

- Paul Frislie, PE, IMSA
- Bernard Li, EE, TE, PTOE
- Andrew Freeman, PE, PTOE
- Deepak Kaushik, PE
- Jason Xu, PE, PTOE, PMP
- Rasool Andalibian, PHD
- Ted Huynh, PE, TE
- SungWoo Jo, TE
- Chris Devlin
- Evan Shipley, EIT
- Delbert Smith-Lavezzari
- Ciera Fernandez, EIT
- Raymond Ling, EIT
- Alex Ingoglia
- Richard Luo, EIT

All licensed professional Engineers have no disciplinary actions taken against them.



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PAUL FRISLIE, PE, IMSA

PRINCIPAL ENGINEER



EDUCATION

MBA, University of Phoenix, 2011

BS, Civil Engineering, University of California, Irvine, 2000

YEARS OF EXPERIENCE

With Iteris: **22** Total: **23**

REGISTRATIONS

Civil Engineer (PE)

CA #72982, 2008

International Municipal Signal Association (IMSA)

FOA Fiber Optic Technician, #CFOT_97189, 2019

Traffic Signal Level III, #CE_97189, 2022

Traffic Signal Level II, #BB97189, 2012

Traffic Signal Level I, #AA97189, 2012

Signal Inspector Level II, #AT_97189, 2018

Signal Inspector Level I, #SI97189, 2014

Work Zone Safety, #ZZ97189, 2010

CORE DISCIPLINES

Traffic Engineering & Operations

ITS Planning/Design/Integration

Traffic Signal Design

Construction Management

Transit

AFFILIATIONS

Orange County Traffic Engineering Council (OCTEC)

Mr. Frislie serves as a Principal Engineer of Iteris' Consulting Solutions and has been with the firm since January 2001. For over 23 years, Mr. Frislie has been involved in several transportation and traffic engineering projects that include both planning as well as design and deployment of ITS, systems integration, and traffic signal design. Recently, he has served as the Project Manager for the Artesia Blvd Arterial Improvement Project and the Redondo Beach Blvd Arterial Improvement Project in the City of Gardena, the City of Long Beach Mid-City Signal Coordination Project, the Euclid St Regional Traffic Signal Synchronization project and the Yorba Linda Boulevard Regional Signal Synchronization Project. Mr. Frislie' s ITS experience comprises fiber optic communications, wireless communications, Closed-Circuit Television (CCTV), Video-Detection System (VDS) and Dynamic Message Signs (DMS) including the development of numerous ITS Master Plans for the Cities of Oxnard, Newport Beach, Cypress, Ventura, Buena Park, Gardena, and Whittier. Along with his ITS experience, Mr. Frislie has extensive experience in the field during construction conducting inspections, daily reports, quantity takeoffs, and project final acceptance and close-out punch lists.

PROJECT EXPERIENCE

TRAFFIC ENGINEERING & OPERATIONS

Euclid Street Corridor Project Regional Traffic Signal Synchronization Program (RTSSP) – City of La Habra, CA

Mr. Frislie serves as the System Design Lead on this signal synchronization project for City of La Habra. Project includes the synchronization of sixty-seven (67) traffic signals and sixty-nine (69) offset traffic signals throughout the Cities of La Habra, Fullerton, Anaheim, Garden Grove, Santa Ana, and Fountain Valley along Euclid Street. Iteris is providing communication system analysis for the City of Fullerton and the City of Santa Ana through this project. Iteris will conduct all engineering, construction management, inspection, and administrative tasks necessary to complete the project. After the construction and implementation phase of the project, Iteris will provide operations, and maintenance services for three years. The project began in March 2023 and is expected to be completed March 2028.

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PAUL FRISLIE, PE, IMSA

PRINCIPAL ENGINEER

I-405 Design-Build Improvement Project, Orange County Transportation Authority (OCTA) – Orange County, CA

Mr. Frislie is serving as TMS Engineer for Iteris, acting as a subconsultant of a multidisciplinary design and construction team, on this $1.2 billion dollar design-build project in Orange County California. The project will improve 16 miles of I-405 between SR-73 in Costa Mesa and the I-605 near the Los Angeles County line. The project includes adding one regular lane in each direction from Euclid St to I-605, making improvements to freeway entrances, exits and bridges, and will also implement Express Lanes that expands the existing HOV lane from one lane to two lanes in each direction from SR-73 to I-605. Iteris is responsible for design of the Caltrans ITS field infrastructure, temporary ITS field infrastructure supporting maintenance of traffic during construction, toll system infrastructure and coordination, street lighting, agency traffic signal improvements along the corridor and development of the project Traffic Management Plan (TMP). Mr. Frislie is responsible for the planning, design, and deployment of the TMP. The Design project began in January 2017 and completed December 2019. Construction was completed October 2023.

Pacific Coast Highway (PCH) Arterial Improvements Design Services Project – City of Redondo Beach, CA

Mr. Frislie served as Project Manager to provide preliminary engineering and design of PCH from Anita St to Palos Verde Blvd. The goal of the project is to prepare a traffic analysis and conceptual plan documents (plans and estimates) to improve PCH. For the initial preliminary engineering phase, Iteris will perform detailed field investigation of the entire corridor to identify deficiencies and recommended improvements to enhance safety and traffic flow along the corridor. Topographic survey, geotechnical investigation, traffic signal, signing and striping inventory will be conducted as part of the field investigation. Upon City's approval of the Traffic Analysis Report (PDR), Iteris will prepare a conceptual and preliminary design package during the design phase, which includes traffic signal upgrades, signing and striping modifications for the entire corridor. The project began in December 2016 and was completed December 2022.

Von Karman Avenue/Tustin Ranch Road Regional Traffic Signal Synchronization (RTSSP) Project – City of Irvine, CA

Mr. Frislie serves as QA/QC Lead for this project in which Iteris is assisting the City with multi-jurisdictional improvements of the 7.9-mile stretch of Von Karman Avenue and Tustin Ranch Road in the cities of Irvine and Tustin. The project requires retiming of 30 signalized intersections, which includes the two Caltrans crossings at the I-5 interchange. Iteris will assist the agencies with the design and construction management of the new signal improvements which include new Video Detection Systems (VDS), controller cabinets, pedestrian heads, first fiber communication to Tustin signals and a new Advanced Traffic Management System (ATMS) to remotely monitor the signals. Iteris also assisted with conversion of new configuration modules to transition existing signals online in their Actra system to their newer Centracs system. The project began in April 2017 and is scheduled to be completed in June 2019. Two years of Operations and Maintenance (O&M) will occur from July 2019 through September 2022.

Moulton Parkway Traffic Signal Synchronization (TSS) and Operations and Maintenance (O&M) Project – City of Laguna Woods, CA

Mr. Frislie served as QA/QC Lead and Construction Manager as part of a multidisciplinary team for the Laguna Woods TSS project which will provide signal synchronization and equipment upgrades along Moulton parkway from Lake Forest Dive and Camino del Avion in collaboration with the Cities of Laguna Hills, Laguna Niguel, and Caltrans. The project includes the development, implementation and fine-tuning of the AM, PM, mid-day, and Saturday peak periods traffic signal coordination timing plans for all 37 intersections along the corridor. The traffic signal upgrades include the installation of new video detection system at 3 project intersections, Uninterruptible Power Supply (UPS) to IP at 7 project intersections, wireless communication upgrade form Moulton Parkway at El Toro Road to City of Laguna woods City Hall, new Type P cabinet at Moulton Parkway at Glenwood Drive, and new 12-pari #19 solid copper interconnect cable along Golden lantern from paseo Escuela to Paseo de la Colinas. The project began in August 2015 and will be completed in December 2018. O&M began in July 2016 and completed July 2020.

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BERNARD K. LI, EE, TE, PTOE

VICE PRESIDENT



EDUCATION

BS, Electrical Engineering, University of Southern California, Los Angeles, 1988

YEARS OF EXPERIENCE

With Iteris: **13** Total: **36**

REGISTRATIONS

Electrical Engineer (EE)

CA # 14842, 1995

AZ # 37241, 2002

NV #21200, 2011

Traffic Engineer (TE)

CA # 1763, 1993

Professional Traffic Operations (PTOE)

PTOE # 214, 2000

CORE DISCIPLINES

Traffic Engineering & Design

Signal Timing & Coordination

Traffic Signal Operations

Signal System Selection & Deployment

ITS Planning & Design

ITS Systems Engineering

Traffic Simulation & Transportation Planning

Municipal Traffic Engineering

AFFILIATIONS

Institute of Transportation Engineers (ITE)

ITS California

Orange County Traffic Engineering Council (OCTEC)

Mr. Li serves as a Vice President of Iteris' Mobility Consulting Solutions and has been with the firm since 2010. He has 36 years of experience in providing professional services in planning, design and implementation of traffic engineering and Intelligent Transportation Systems (ITS). Mr. Li has served as Project Manager or Principal-in-Charge on numerous traffic and ITS design/construction, traffic signal timing and synchronization, operational analysis, feasibility studies and municipal traffic engineering projects. His traffic engineering design expertise includes traffic signal installation, signal modification, roadway signage/striping, street lighting, and worksite traffic control and neighborhood traffic management. Mr. Li's ITS experience comprises fiber optic communications, wireless communications, Closed-Circuit Television (CCTV), Video-Detection System (VDS) and Dynamic Message Signs (DMS). He is also highly experienced in traffic signal operations, having assisted numerous agencies in the analysis, retiming, and synchronization of traffic signals, both corridor and network wide. Mr. Li's transportation planning expertise includes traffic impact studies, parking studies, transportation master plans, signal warrant analysis and stop warrant analysis. He has served as City Traffic Engineering Consultant for many agencies, helping to resolve numerous day-to-day traffic engineering issues, including resident inquiries, plan checking, and safety evaluations.

Warner Avenue Regional Traffic Signal Synchronization Projects (RTSSPs) – OCTA, Orange County, CA

Mr. Li serves as Project Manager twice (2012 to 2015, and 2022 to present) to provide ITS upgrade design/build and traffic signal synchronization improvements along Warner Avenue, a major east-west arterial, from Pacific Coast Highway to Pullman Avenue. The corridor encompasses a total of 43 signals, covering 13 miles of roadway, crossing the Cities of Huntington Beach, Fountain Valley, and Santa Ana. The first project, which started in 2012, was funded by the Renewed Measure M (aka M2), while the second project, started in 2022 with a value of $4.4 million, was funded by both M2 and Senate Bill 1 (SB1). For both projects, numerous ITS equipment upgrade was provided, including fiber-optic communications, Closed-Circuit Television (CCTV), video detection systems (VDS) signal controllers and cabinets. The current project also includes implementation of ClearGuide arterial performance measure (APM) and signal performance measure (SPM).

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BERNARD K. LI, EE, TE, PTOE

VICE PRESIDENT

In addition, both projects also include synchronization of all 43 intersections along the corridor with AM, PM, mid-day, off-peak and weekend traffic signal coordination timing plans. The first project began in August 2012 with new coordination timing implemented in June 2013, and resulted in a B/C ratio of 14:1. Operations and Maintenance (O&M) was provided through May 2015. The second project started in January 2022 and is ongoing.

San Bernardino Valley Coordinated Traffic Signal System (SBVCTSS) / Development of a Smart County Master Plan, San Bernardino County Transportation Authority (SBCTA) – San Bernardino County, CA

Project 1 – SBVCTSS (Jan. 2017 to Jan. 2023)

Mr. Li served as the Project Manager of a $4 million SBVCTSS project to assist 16 local agencies within the San Bernardino Valley (SBV) to improve traffic progressions along many key regional corridors. The project consists of four main components: First, develop traffic signal coordination master plans for five different sub-regions within the Valley. The Master Plan served as a roadmap for all future signal coordination in the Valley. Second, update signal coordination timings for over 400 traffic signals to reduce travel times, delays, and greenhouse gas emissions. Third, conduct assessments of all the signal synchronization corridors and traffic signals to ensure they are all performing well and as planned on a semi-annual basis. Fourth, provide system support services to assist any SBV agencies in resolving technical issues, e.g. troubleshooting communications and bring signals back online at the agencies' traffic signal systems. As part of the system support task, Bernard and his team is currently designing and implementing technological and ITS improvements along the Haven Avenue corridor within Ontario and Rancho Cucamonga, which includes Iteris' ClearGuide Signal Performance Measure (SPM) and ClearAsset Asset Management System (AMS) software, as well as center-to-center communications between both cities and between the cities and Caltrans. This project was initially a 5-year contract that began in January 2017, but SBCTA is very pleased with the services provided by Bernard and his team that a one-year contract extension was executed, with a new project end date of early January 2023.

Project 2 - SBVCTSS and Development of a Smart County Master Plan (Jan. 2023 to present)

Iteris recently was awarded a new $2.5M contract by SBCTA through competitive procurement process to continue provide SBVCTSS on-call support services for five more years (2023 thru 2027). This new project, also managed by Bernard, includes a task order to develop a Smart County Master Plan for San Bernardino County that will provide a roadmap for improving the County's Smart infrastructure to better serve the County's growing technology needs. The Plan will assist the County in using new technologies to improve community member's lives and to achieve technology implementation goals for SBCTA's member agencies.

Euclid Street Corridor Project Regional Traffic Signal Synchronization Program (RTSSP – City of La Habra, CA

Mr. Li serves as the Principal-in-Charge and QA/QC Manger on this signal synchronization project for City of La Habra. Project includes the synchronization of sixty-seven (67) traffic signals and sixty-nine (69) offset traffic signals throughout the Cities of La Habra, Fullerton, Anaheim, Garden Grove, Santa Ana, and Fountain Valley along Euclid Street. Iteris is providing communication system analysis for the City of Fullerton and the City of Santa Ana through this project. Iteris will conduct all engineering, construction management, inspection, and administrative tasks necessary to complete the project. After the construction and implementation phase of the project, Iteris will provide operations, and maintenance services for three years. The project began in March 2023 and is expected to be completed March 2028.

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ANDREW FREEMAN, PE, PTOE

SENIOR ENGINEER



EDUCATION

BS, Civil Engineering, University of Illinois Urbana-Champaign, IL, 2014

YEARS OF EXPERIENCE

With Iteris: **<1** Total: **9**

REGISTRATIONS

Civil Engineer (PE)

IL #062.070815, 2018

Professional Traffic Operations Engineer (PTOE)

#4607, 2019

CORE DISCIPLINES

Traffic Engineering

Traffic Signal Design

Traffic Signal System Upgrades

AFFILIATIONS

Institute of Transportation Engineers (ITE)

Mr. Freeman serves as a Senior Engineer for Iteris' Mobility Consulting Solutions division and has been with the firm since July 2023. He has nearly 10 years of experience working in the fields of traffic engineering and traffic signal design.

PROJECT EXPERIENCE

TRAFFIC ENGINEERING & OPERATIONS

Regional Traffic Signal Synchronization Program (RTSSP) Project for Tustin Avenue - Rose Drive – City of Orange, CA

Mr. Freeman serves as Project Engineer on this project. Under the project agreement, Iteris will make infrastructure upgrades, signal coordination and timing improvements, develop signal timing plans for all signalized intersections along the corridor, provide vehicle turning movement counts and perform before-and-after corridor analysis along the Tustin Avenue/Rose Drive corridor from First Street in the City of Tustin to Wabash Avenue in the City of Yorba Linda. The project area comprises 54 signalized intersections spanning six cities – Tustin, Santa Ana, Anaheim, Orange, Placentia, and Yorba Linda – as well as key highway on/off ramps under Caltrans, in Orange County, California. The project started in August 2020 and is ongoing. Construction is slated to start in Summer 2023.

Yorba Linda Boulevard/Weir Canyon Road Corridor Regional Traffic Signal Synchronization Project- City of Yorba Linda, CA

Mr. Freeman serves as Project Engineer on this project. Under the project agreement, Iteris will make infrastructure upgrades along Yorba Linda Boulevard from Van Buren Street to new River Road in the City of Yorba Linda. Additionall, Iteris will analyze signal coordination and timing improvements, develop signal timing plans for all signalized intersections along the corridor, provide vehicle turning movement counts and perform before-and-after corridor analysis on Yorba Linda Boulevard from State College Boulevard in Fullerton to Canyon Drive in Anaheim. The project began in July 2023 and is ongoing.

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ANDREW FREEMAN, PE (IL) PTOE

SENIOR ENGINEER

Alternative Signal Communication Demonstration Project – Orange County, CA

Mr. Freeman serves as Project Engineer on this project. Iteris was selected by OCTA to provide low cost solution to bring intersection online and/or provide additional redundancy to the traffic network. This project will provide traffic signal communication improvements throughout various cities' traffic signal networks within Orange County. Cities that require upgrades as part of the project are:

- City of Huntington Beach
- City of La Habra
- City of Lake Forest
- City of Newport Beach
- City of Rancho Santa Margarita
- City of Seal Beach
- City of Yorba Linda

The cities will be getting upgrades to their existing communication infrastructure at intersections that are either offline, have outdated equipment, and/or seeking alternatives solutions to ensure reliability, enhanced security, and scalability for a robust network that will be viable for the next 10 to 15 years. The primary goal of this project is to analyze and test connectivity at locations where there is existing interconnect (copper, fiber, and wireless) systems, so that appropriate design measures can be applied to deploy new ethernet switches, ethernet cards, wireless radios, and/or cell modems to support the management of each city's traffic network. Iteris will procure, configure, and install all the equipment as part of this project. The project started in August 2022 and is expected to be completed by August 2023.

PREVIOUS PROJECT EXPERIENCE

TRAFFIC ENGINEERING & OPERATIONS

C*NECT Capital Improvements Projects, Design and Project Management – Chicago Department of Transportation, Chicago, IL

Mr. Freeman served as Project Manager on this project. While with another firm, Mr. Freeman provided engineering and project management services to develop traffic signal improvements and modernizations for the Chicago Department of Transportation's capital improvement programs. Mr. Freeman was responsible for traffic signal design, interconnect fiber design, quantity and cost estimate calculations, and agency coordination.

Traffic Engineering Services - Illinois Tollway

Mr. Freeman served as Project Engineer on this project. While with another firm, Mr. Freeman provided an assessment and recommendations to improve the existing secondary crash processing and identification logic for the Illinois Tollway. Mr. Freeman provided data analysis support and assisted in develop dashboards in PowerBI to ease data manipulation and assist in trend analysis.

Village of Creshwood Traffic Signal Modernization Project – Village of Crestwood, IL

Mr. Freeman served as Project Manager on this project. While with another firm, Mr. Freeman develop engineering and project management services to provide traffic signal modernization plans to three intersections in the Village of Crestwood. Mr. Freeman was responsible for traffic signal design including equipment layout, interconnect fiber design, quantity and cost estimate calculations, street sign layouts, and agency coordination.

In-House Traffic Consultant – Chicago Department of Transportation

Mr. Freeman served as an in-house Project Engineer for the Chicago Department of Transportation on this project. While with another firm, Mr. Freeman developed detailed plans for pavement markings, signage, and geometric improvements including pedestrian refuge islands and curb extensions. Mr. Freeman was also responsible for analyzing crash data to identify trends and potential improvements to pedestrian and vehicle safety for corridors and intersections. Mr. Freeman provided review of proposed site plans and developments throughout Chicago to ensure compliance with traffic engineering best practices and city standards.

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DEEPAK KAUSHIK, PE

PRINCIPAL ENGINEER



EDUCATION
BS, Civil Engineering, University of California, Irvine, 2001

YEARS OF EXPERIENCE
With Iteris: **15** Total: 21

REGISTRATIONS
Civil Engineer (PE)

CA #72838, 2008

CORE DISCIPLINES
Transportation Planning

Multimodal Planning

Travel Demand Modeling

Transit

Mr. Kaushik serves as a Principal Engineer for Iteris' Mobility Consulting Solutions and has been with the firm since 2008. He has over 21 years of transportation planning and engineering experience, which includes transportation systems analysis, multimodal mobility planning, highway operations, traffic safety, and travel-demand modeling. He enjoys the technical aspects of the projects he manages, but also embraces the interaction with stakeholders, city officials, and the public. Most of all, he welcomes the challenge of finding solutions that improve mobility for all users.

PROJECT EXPERIENCE

SR-710 Northern Stub Repurposing Feasibility, City of Pasadena – Pasadena, CA

Mr. Kaushik served as Project Manager for evaluating the feasibility of repurposing the SR-710 Northern Stub in the City of Pasadena. The project included two concepts to repurpose and/or reconfigure freeway ramp connections associated with SR-710. Mr. Kaushik led the effort in evaluating potential impacts to local intersections, freeway ramps, and street segments in the vicinity of the project area. The project began in November 2019 and was completed in June 2022.

I-10/Da Vall Drive Interchange TEPA, City of Cathedral City – Cathedral City, CA

Mr. Kaushik served as Project Manager for preparation of the Traffic Engineering Performance Assessment (TEPA) analysis/report for the I-10/Da Vall Drive Interchange project in Cathedral City. The project includes construction of a new interchange along I-10 at Da Vall Drive, as well as the extension of Da Vall Drive from its current terminus. Mr. Kaushik led Iteris' efforts in evaluating multiple interchange alternatives to inform the feasibility of design and carry forward to the next phase. A Caltrans Intersection Control Evaluation (ICE) memorandum was also completed, which considers alternative intersection control designs at state highway intersections, including roundabout operations. The project began in January 2019 and was completed June 2021.

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DEEPAK KAUSHIK, PE

PRINCIPAL PLANNER

Citywide Traffic Circulation Study, City of San Marino – San Marino, CA

Mr. Kaushik serves as Project Manager for preparation of a Citywide Traffic Circulation study for the City of San Marino. The project includes an evaluation of current traffic conditions at 30 intersections and identification of improvement recommendations, geared mostly towards traffic calming and safety. Mr. Kaushik has presented both initial findings and improvement recommendations to the Public Safety Commission and will eventually present the final report outcomes to City Council. The project began in August 2019 and was completed in May 2023.

Santa Ynez Valley Traffic Circulation and Safety Study, Santa Barbara County of Association of Governments (SBCAG) – Santa Barbara County, CA

Mr. Kaushik served as the Project Manager and Outreach Task Lead for the Traffic Circulation and Safety Study. The purpose of the study is to comprehensively assess and identify needed current and forecasted future circulation and safety improvements for the multimodal transportation needs of the Santa Ynez Valley. The existing highway network is stressed serving growing numbers of local trips, tourism, regional trips, and commuters. Iteris is preparing a quantitative assessment of travel conditions and assessing the potential value of various improvement scenarios These potential short and long-term improvements will be developed to accommodate increasing demand, improve safety, increase connectivity, and prioritize improvements to the highway network which will lead to increased quality of life and sustainability for residents in the Valley. The project began in November 2018 and was completed in June 2020.

TRANSPORTATION PLANNING

Compton Boulevard Complete Streets Planning and KBK Site Traffic Impact Analysis – City of Compton, CA

Mr. Kaushik served as Project Manager for a traffic impact analysis of a mixed-use development (KBK site) along Compton Boulevard, as well as complete streets planning in the City of Compton. The project included a reimagination of Compton Boulevard, with conceptual design of protected bike lanes, curb extensions, and mid-block crossings. Mr. Kaushik led the team in preparing the traffic analysis for the mixed-use development as well as the impact of the redesign which resulted in a reduction in vehicle travel lanes. The project began in June 2020 and completed in February 2021.

Laserfiche Office Project Traffic Impact Analysis – City of Long Beach, CA

Mr. Kaushik served as Project Manager for a traffic impact analysis of an office building development in the City of Long Beach. He managed the traffic analysis tasks, which included evaluating 9 intersections within the project vicinity, and coordinated with the project applicant and City staff. He also led the preparation of a conceptual design plan to illustrate the feasibility of adding an additional left-turn lane along Long Beach Boulevard, as a mitigation measure. The project began in April 2018 and completed in February 2019.

Prairie Station Traffic Impact Study – City of Inglewood, CA

Mr. Kaushik served as Project Manager for a traffic impact study of a residential project along Prairie Avenue in the City of Inglewood. The project consisted of 400 multi-family residential units. Iteris prepared existing and future year analyses of the adjacent intersections in the vicinity of the project site. Mr. Kaushik led the team in the traffic operations analysis as well as the CEQA transportation analysis. The project began in August 2020 and completed in January 2021.

Beverly Hills Complete Streets Plan – City of Beverly Hills, CA

Mr. Kaushik served as Task Lead for a Complete Streets project for the City of Beverly Hills. The Plan defined and provided a guiding policy that prioritizes mobility elements and proposes implementation phases for Complete Streets elements. Mr. Kaushik's responsibilities included leading the development of the draft and final complete streets plan. The project began in October 2017 and was completed in May 2019.

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JASON XU, PE, PTOE, PMP

ASSOCIATE VICE PRESIDENT



EDUCATION

MS, Civil Engineering, University of Nevada, Reno, NV, 2007

MS, Transportation, Beijing Jiaotong University, Beijing, China, 2004

BS, Transportation Engineering, Beijing Jiaotong University, Beijing, China, 2001

YEARS OF EXPERIENCE

With Iteris: **6** Total: **17**

REGISTRATIONS

Civil Engineer (PE)

CA #80744, 2011

Professional Traffic Operations Engineer (PTOE)

PTOE #3480, 2013

Project Management Professional (PMP)

PMP #2815124, 2020

CORE DISCIPLINES

Traffic Engineering & Operations
O&M

AFFILIATIONS

Institute of Transportation Engineers (ITE)

Mr. Xu serves as Associate Vice President for Iteris' Mobility Consulting Solutions division and has been with the firm since January 2018. He has 17 years of experience working in various fields of traffic engineering and design, transportation planning, ITS design, signal system upgrade and integration, Transportation Management Center (TMC) operation, active transportation planning and design, freeway and arterial performance analysis, transportation system simulation, and a variety of engineering studies. Mr. Xu is an expert with traffic signal operation and synchronization. He served as project manager or task lead on numerous development/implementation of regional-based signal synchronization master plans, city-wide signal coordination, multi-jurisdictional signal synchronization, transit signal priority, and special signal operation logic. Mr. Xu is also skilled in the technologies of signal system interconnect, traffic detection, Signal Performance Measures (SPM) and Emergency Vehicle Preemption (EVP).

PROJECT EXPERIENCE

Euclid Street Corridor Project Regional Traffic Signal Synchronization Program (RTSSP) – City of La Habra, CA

Mr. Xu serves as the Project Manager on this project which includes the synchronization of sixty-seven (67) traffic signals and sixty-nine (69) offset traffic signals throughout the Cities of La Habra, Fullerton, Anaheim, Garden Grove, Santa Ana, and Fountain Valley along Euclid Street. Iteris is providing communication system analysis for the City of Fullerton and the City of Santa Ana through this project. Iteris will conduct all engineering, construction management, inspection, and administrative tasks necessary to complete the project. After the construction and implementation phase of the project, Iteris will provide operations, and maintenance services for three years. The project began in March 2023 and is expected to be completed March 2028.

Brookhurst Street/Road Traffic Signal Synchronization (TSS) Corridor – Orange County, CA, OCTA – Orange County, CA

Mr. Xu serves as Task Leader to optimize traffic signal synchronization timing plans at 59 intersections along the 16.5-mile Brookhurst Street corridor.

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JASON XU, PE, PTOE, PMP

ASSOCIATE VICE PRESIDENT

Development and implementation of this optimized cross-jurisdictional signal optimization involves OCTA, six local cities, and Caltrans. The project began in June 2018. Mr. Xu's involvement on the project began in June 2018 and was completed in June 2023.

Traffic Signal Synchronization and Intelligent Transportation Systems Engineering Services Orange County Transportation Authority (OCTA) – Orange County, CA

Mr. Xu served as Project Manager/Task lead for eight (8) projects for this multi-year program that upgraded signal system and timing along regionally significant corridors:

- MacArthur Corridor (*Project Manager*)
- Culver Corridor (*Project Manager*)
- Bake Parkway Corridor (*Project Manager*)
- Santa Margarita Parkway (*Project Manager*)
- Orangewood Avenue (*Project Manager*)
- Brookhurst Street (*Task Lead*)
- Katella Avenue (*Task Lead*)
- La Palma Avenue (*Task Lead*)

The provided services include:

- Deployment of new Intelligent Transportation System (ITS) equipment and communication infrastructure to support the management of the cities' transportation network, implement optimized coordination timing plans to achieve optimal traffic flow, and improve safety for all road users, including vehicles, buses, bicycles, and pedestrians.
- Iteris' Intersection-as-a-Service™ end-to-end solution offering will deliver proactive monitoring of traffic signal operations at all project intersections.
- Assisting local agencies to identify technical standards and adopt suitable technologies and ITS standards Design and implementation of cross-jurisdictional signal synchronization and interoperable ITS infrastructure.

Lake Forest Traffic Signal Management On-Call Services – City of Lake Forest, CA

Beginning in July 2021, Jason serves as PM to provide traffic signal operation and management services to the City of Lake Forest. One of the main duties is to operate and maintain all the traffic signals within the City, including:

- Verify all timings are programmed correctly and that all traffic signals are in good working order
- Review scheduled operations on the central traffic signal system to automatically perform a variety of maintenance tasks
- Report traffic signal problems and malfunctions to the City's signal maintenance contractor
- Assist the City in resolving traffic signal control complaints
- Investigate and recommend to the City improvements such as signal phasing, equipment upgrades and significant timing adjustments
- Coordinate with contractors and modify signal timings due to roadway construction

Under the terms of the contract, Iteris is also delivering its ClearGuide® software that helps the City improve safety and mobility by turning large amounts of complex transportation data into insights for smart, data-driven operations and planning decisions.

San Bernardino Valley Coordinated Traffic Signal System (SBVCTSS), San Bernardino County Transportation Authority (SBCTA) – San Bernardino County, CA

Mr. Xu is providing engineering support on this regional TSS project to assist 16 local agencies within the San Bernardino Valley area to improve traffic progressions along many key regional corridors. Mr. Xu assists in the assessment of the existing signal operation and development traffic signal coordination master plans for five different sub-regions within the Valley. The Master Plan will serve as a roadmap for all future signal coordination in the Valley. Second, update signal coordination timings for over 500 traffic signals with a goal of reducing travel times, delays and GHG emissions. The project began in January 2017 and was completed in December 2023.

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RASOOL ANDALIBIAN, PHD

SENIOR ENGINEER



EDUCATION

PhD, Transportation Engineering, University of Nevada, Reno, 2015

MS, Transportation Planning and Traffic Engineering, Sharif University of Technology, Tehran, Iran, 2006

BS, Civil Engineering, Azad University, Mashhad, Iran, 2004

YEARS OF EXPERIENCE

With Iteris: **7** Total: **8**

REGISTRATIONS

Engineer-In-Training (EIT)

NV #0T7039, 2013

CORE DISCIPLINES

Traffic Engineering & Operations

Signal Optimization & Synchronization

Travel Demand Modeling

Dr. Andalibian serves as a Senior Engineer for Iteris' Consulting Solutions division and has been with the firm since October 2015. He has eight years of experience working in Traffic Engineering and Transportation Planning. Dr. Andalibian's areas of expertise are signal timing optimization, traffic operation, traffic impact analysis study, and travel demand modeling. His software experience includes Synchro, Tru-Traffic, HCS, TRAFFIX, VISSIM, CORSIM, SimTraffic, TransCAD, EMME/2, MicroStation, AutoCAD, Minitab, SPSS, GAMS and ArcGIS.

PROJECT EXPERIENCE

TRAFFIC ENGINEERING & OPERATIONS

On Street Bus Signal Priority System Project (City of Gardena Transportation Department, CA)

Mr. Andalibian serves as a Project Engineer on this project led by the City of Gardena. The project provides implementation of BSP along GTrans Line 2. GTrans buses equipped with BSP functionality will utilize the on-board WLAN radio to communicate with City of Gardena intersection controllers to request priority for the transit vehicles. Mr. Andalibian is involved in data migration from McCain 170 to Omin firmware for four intersections with railroad crossing/preemption including Vermont Ave @ 161st St, Vermont Ave @ Gardena Blvd, Vermont Ave @ Redondo Beach, and Western Ave @ 166th St. The project started in 2019 and is ongoing.

Euclid Street Corridor Project Regional Traffic Signal Synchronization Program (RTSSP – City of La Habra, CA)

Mr. Andalibian serves as a Project Engineer on this signal synchronization project led by the City of La Habra. The project provides ITS upgrades, new traffic signal control equipment, communication improvements, and traffic signal synchronization for 67 traffic signals along Euclid Street and additional 69 offset traffic signals on crossing arterials throughout the Cities of La Habra, Fullerton, Anaheim, Garden Grove, Santa Ana, and Fountain Valley, and Caltrans jurisdictions . Iteris is Mr. Andalibian is involved in data collection and signal optimization tasks. After the completion of construction and implementation phase of the project, Iteris will provide operations, and maintenance (O&M) services for 24 months. The project began in March 2023 and is expected to be completed March 2028.

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RASOOL ANDALIBIAN, PHD

SENIOR ENGINEER

Main Street Regional Traffic Signal Synchronization – OCTA, CA

Mr. Andalibian served as Project Engineer and task leader on this Project. This project focused on improving signal timing synchronization and operation of 67 signals along a 12-mile segment of the Main Street corridor going through the Cities of Irvine, Santa Ana, Orange, and Caltrans jurisdictions. The project required developing a traffic-responsive plan for signals between McDurmott and Siglo in the City of Irvine. Mr. Andalibian was responsible for the development and implementation of the traffic-responsive plans. The project began in December 2020 and ended in June 2023.

Traffic Signal Retiming at 99 Locations, Chula Vista, CA

Mr. Andalibian serves as Project Engineer on this Project. This project is about improving signal timing synchronization and operation of 99 signals in the City of Chula Vista. Mr. Andalibian helps with QC/QA of the developed signal timing plans. The project began in March 2022 and is ongoing.

On-Call Traffic Engineering Services for Brookhurst St/Rd Corridor, Orange County Transportation Authority (OCTA) – Orange County, CA

Mr. Andalibian served as Project Engineer on this project and was involved in the development of optimal signal timing plans and fine-tuning. This project included 59 intersections along a 16.5-mile segment of Brookhurst Street/Road. The project was administrated by OCTA through a cooperative agreement with the Cities of Huntington Beach, Fountain Valley, Westminster, Garden Grove, Anaheim, and Fullerton. The project began in July 2019 and ended in June 2023.

San Bernardino Valley Coordinated Traffic Signal System (SBVCTSS), San Bernardino County Transportation Authority (SBCTA) – San Bernardino County, CA

Mr. Andalibian served as Project Engineer on this regional TSS project to assist 16 local agencies within the San Bernardino Valley area to improve traffic progressions along several key regional corridors. Mr. Andalibian assisted in developing signal timing plans. The project began in January 2017 and ended in January 2020.

I-405 Design-Build Improvement Project, Orange County Transportation Authority (OCTA) – Orange County, CA

Mr. Andalibian is serving as Project Engineer for Iteris, acting as a sub-consultant of a multidisciplinary design and construction team, on this $1.2 billion dollar design-build project in Orange County. The project will improve 16 miles of the I-405 between the SR-73 freeway in Costa Mesa and the I-605 near the Los Angeles County line. The project includes adding one regular lane in each direction from Euclid Street to I-605, making improvements to freeway entrances, exits and bridges, and will also implement Express Lanes that expands the existing HOV lane from one lane to two lanes in each direction from SR-73 to I-605. Iteris is responsible for the design of the Caltrans ITS field infrastructure, temporary ITS field infrastructure supporting maintenance of traffic during construction, toll system infrastructure and coordination, street lighting, agency traffic signal improvements along the corridor and development of the project Traffic Management Plan. Mr. Andalibian is performing traffic analysis pertinent to ramp-closures and subsequent traffic re-routings during various implementation phases. The project began in February 2017 and is ongoing.

Pacific Coast Highway Traffic Signal Synchronization (TSS), Orange County Transportation Authority (OCTA) – Orange County and City of Newport Beach, CA

Mr. Andalibian served as Project Engineer on this project and mostly involved in data collection task. This project included 1) development of Plans, Specifications and Estimates (PS&E) package for approximately 11 miles of fiber optic cable, integration of three new High-Definition (HD) Closed-Circuit Television (CCTV) surveillance cameras, a new Dynamic Message Signs (DMS) sign and system; 2) upgrade of 15 controllers to 2070 controllers for Caltrans and provide fiber optic communication connection to City Hall and Caltrans Traffic Management Center (TMC); 3) development of new timing plans for the entire corridor which included 4 timing plans; 3 weekday peak period timing plans and a weekend timing plan; and 4) 24 months of Operations and Maintenance (O&M) services to maintain the communication system as well the signal timing operations of the corridor. The project began in June 2016 and ended in January 2022.

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TED HUYNH, PE, TE

SENIOR MANAGER



EDUCATION

MS, Civil Engineering (Transportation), University of California, Berkeley, 2009

BS, Civil Engineering (Minor: Political Science), University of Oklahoma, Norman, OK, 2008

YEARS OF EXPERIENCE

With Iteris: **7** Total: **14**

REGISTRATIONS

Civil Engineer (PE)

CA #80087, 2012

Traffic Engineer (TE)

CA #2778, 2015

CORE DISCIPLINES

Traffic Engineering & Operations

Transportation Planning

Transit

Microsimulation

AFFILIATIONS

State of California Board for Professional Engineers – Subject Matter Expert (Traffic Engineering)

Institute of Transportation Engineers (ITE) Southern California

Orange County Traffic Engineers Council (OCTEC)

Mr. Huynh serves as a Senior Manager for Iteris' Mobility Consulting Solutions and has been with the firm since 2017. He has over 14 years of experience working in the field of transportation engineering. His expertise includes traffic operations analyses, transportation impact analyses, traffic microsimulations, parking management planning, rail planning, complex spreadsheet and dataset analyses, cost estimation, and benefit-cost analyses. Mr. Huynh's software experience includes VISSIM, Synchro, SimTraffic, Vistro, ArcGIS, HCS, Adobe Creative Suite, Microsoft Office, and AutoCAD.

PROJECT EXPERIENCE

TRAFFIC OPERATIONS

East San Fernando Valley (ESFV) Transit Corridor Project – Los Angeles County Metropolitan Transportation Authority (Metro), City of Los Angeles, CA

Mr. Huynh serves as Deputy Project Manager and Task Lead responsible for developing a concept of operations plan via a project wide VISSIM simulation model in order to determine traffic operations impacts and propose preliminary engineering design alternatives and recommendations to safely and efficiently operate a new light-rail transit (LRT) Metro line through the San Fernando Valley. Iteris is working with Metro to produce preliminary 30% and 60% design plans for the upcoming ESFV Transit Corridor LRT project. This includes traffic signal design, interconnect, and a traffic and train interface concept of operations plan, in order to best identify and target traffic-related elements as part of this project, which is located within a congested and very highly traveled corridor in the Valley. The project began August 2019 and is scheduled to be completed in 2024.

I-405 Sepulveda Pass PA/ED – Metro – City of Los Angeles, CA

Mr. Huynh serves as Deputy Project Manager and Task Lead responsible for developing a corridor wide VISSIM simulation model in order to determine traffic operations impacts of implementing ExpressLanes through the I-405 corridor from the San Fernando Valley through West Los Angeles. The project is a complex project

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TED HUYNH, PE, TE

SENIOR MANAGER

involving 49 ramp interchanges, 59 intersections, and two freeway interchanges, and understanding the changes in conditions under different operational alternatives should tolling be implemented on HOV lanes. The project began February 2020 and is scheduled to be completed in late 2024.

TRANSPORTATION PLANNING

Professional Services for Multimodal Performance Monitoring, Alameda County Transportation Commission (ACTC) – Alameda County, CA

Mr. Huynh served as Project Manager responsible for the 2022 Level-of-Service (LOS) Monitoring cycle for Alameda CTC. Iteris provided multi-disciplinary support for the Congestion Monitoring Program (CMP), including auto, transit, and active transportation analysis. Iteris has provided services to ACTC via the Auto LOS Monitoring study since 2014 on a biannual basis. Iteris also computed INRIX performance metrics of reliability and duration of congestion. Where the use of commercial speed data was not feasible, a robust floating car survey methodology was applied. Iteris analyzed data collected by AC Transit and LAVTA to determine overall transit performance and oversaw a robust data collection effort for 150 intersections throughout the County to determine how non-motorist users traveled. All data was compared to past monitoring cycles to gauge and determine trends and changes in travel behavior, especially pertinent following the COVID-19 pandemic. The most recent evaluation cycle was completed in March 2023.

On-Call Transportation Performance Monitoring, Contra Costa Transportation Authority (CCTA) – Contra Costa County, CA

Mr. Huynh served as Project Manager responsible for the completion and delivery of the 2021 LOS Monitoring cycle for CCTA. For this project Iteris provided technical services for CCTA's On-Call Transportation Performance Monitoring, which includes monitoring their biannual CMP and Multimodal Traffic Service Objective (MTSO) from 2015 through the 2021 cycle. Iteris led the data collection, analytics, and reporting for CCTA. Iteris also assisted CCTA to validate the use of INRIX speed data in their CMP and MTSO monitoring studies. Iteris leveraged its custom software tools to quality-control and aggregate the speeds to the CMP or MTSO link level, and report on vehicle LOS trends. Additionally, Iteris also transitioned CCTA from their intersection LOS monitoring from the CCTALOS methodology to HCM 6 LOS methodology using Synchro. The most recent evaluation cycle was completed in December 2021.

US-101 High Occupancy Vehicle (HOV) / Project Approval and Environmental Document (PA&ED) – Ventura County Transportation Commission (VCTC), Ventura County, CA

Mr. Huynh served as Project Engineer responsible for intersection operations analysis and future alternatives forecast volumes. In addition to modeling and forecasting, Iteris was responsible for providing post-processed travel model outputs (including turning movements) for over 140 intersections along the 20+ mile corridor between SR-23 and SR-33 in Ventura County. The project began in June 2018 and was completed in June 2023.

Santa Ynez Valley Traffic Circulation and Safety Study (Santa Barbara County Association of Governments (SBCAG) – Santa Ynez Valley, CA

Mr. Huynh served as Task Lead responsible for developing a hybrid mesoscopic/microscopic VISSIM simulation model to assess traffic needs and impacts. Iteris is currently preparing a traffic and safety study of the Santa Ynez Valley within Santa Barbara County. The work effort includes three phases: 1) initial outreach and data collection, 2) simulation model development, 3) improvement alternatives evaluation. Iteris is working with SBCAG to form a Technical Advisory Committee for the project, consisting of local agency representatives. A VISSIM model including intersection-level traffic volumes and signal timing will be prepared for the study area, in order to evaluate traffic operations. In addition, a study area bus tour will be arranged with elected officials and committee members to identify system inefficiencies, safety issues, and potential improvement recommendations. The project began in December 2018 and completed in June 2020.

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SUNGWOO JO, TE

ENGINEER



EDUCATION

MS, Civil Engineering, University of California, Irvine, CA, 2021

BS, Civil and Environmental Engineering, University of California, Los Angeles, CA, 2018

YEARS OF EXPERIENCE

With Iteris: **2** Total: **8**

REGISTRATIONS

Traffic Engineer (TE)

CA #3019

CORE DISCIPLINES

Traffic Engineering & Operations

Traffic Simulation Modeling

Transportation Planning

Mr. Jo serves as Engineer at Iteris' Mobility Consulting Solutions division and has been with the firm since July 2021. He has 8 years of experience in conducting a variety of traffic impact analysis related to mixed-use land use developments, multimodal system and corridor plans, and intersection and roadway operations. SungWoo is experienced in using various traffic analysis and model software including Synchro, Simtraffic, Vistro, Vissim, Aimsun, and HCS7, and related database to assess transportation impacts and performances. Prior to joining Iteris Inc, he had served as a Traffic EIT at HDR Inc. for three years in Walnut Creek, CA.

PROJECT EXPERIENCE

TRAFFIC ENGINEERING & OPERATIONS

Traffic Model and General Plan Update, City of Santa Barbara, CA

Mr. Jo served as a traffic analyst on this project for the City of Santa Barbara. Developed a Vistro model of the key 50-intersection roadway network across the city in support of the traffic model update. Level of service and capacity analysis of the study intersections in the existing and future conditions. The project began December 2021 and is ongoing.

Easter Avenue Multimodal Improvement Project, City of Los Angeles, CA

Mr. Jo served as a traffic analyst on this project for the City of Los Angeles. Developed a Synchro model of a 1.5-mile corridor of Eastern Avenue. Performed a level of service analysis of existing conditions, and future conditions with the implementation of the corridor geometry changes to accommodate a road diet and multimodal facilities. The project began August 2021 and is ongoing.

On-Call Traffic Engineering Services, City of Irwindale, CA

Mr. Jo served as a traffic engineer to support the City of Irwindale for the on-call traffic engineering services. Various tasks included collision analysis, red curb assessments, sight distance studies, and safety analysis. Presented safety recommendations including signages, guardrails, and red curbs per MUTCD and AASHTO guidelines. This service began January 2022 and is ongoing. .

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SUNGWOO JO, TE

ENGINEER

1st Street and Bolsa Avenue Regional Traffic Signal Synchronization Program, Orange County Transportation Authority, CA

Mr. Jo served as a traffic analyst on this project for Orange County Transportation Authority (OCTA). Updated and refined the Synchro model, which spans across the cities of Westminster, Garden Grove, Huntington Beach, Santa Ana, and Tustin in support of the signal coordination and synchronization effort. His participation in this project began September 2022 and ended December 2022.

US Department of Veteran Affairs (VA), Alameda Point Multi-Specialty Outpatient Clinic - City of Alameda, CA

Mr. Jo served as a traffic analyst on this project for the City of Alameda. Synchro analysis of a 30-intersection roadway network across Oakland and Alameda. VMT analysis to assess future traffic impacts of the new outpatient clinic in support of traffic impact analysis for CEQA documentation. The project began in May 2018 and ended in September 2020.

TRAFFIC SIMULATION MODELING

East San Fernando Valley Transit Project – City of Los Angeles, CA

Mr. Jo served as a traffic modeler on this project for the City of Los Angeles. VISSIM analysis included a 6.7-mile segment of Van Nuys Boulevard corridor in support of a traffic and train interchange plan. Refined and completed a light rail transit network of a 99-intersection network. Evaluated the automobile and light rail transit performances to best optimize the signal coordination and transit signal priority. His participation in this project began November 2021 and ended January 2023.

I-80/Powell Street Interchange Transit Access Improvement Project – City of Emeryville, CA

Mr. Jo served as a traffic modeler on this project for the City of Emeryville. VISSIM analysis of a freeway interchange network in support of a transit improvement study to install AC Transit bus-only lanes and transit preemption plans. Developed and calibrated the model network, implemented future proposed changes, and performed a feasibility study of different bus-only lane design scenarios. His participation in this project began July 2021 and ended May 2022.

East Portland Arterial Street Strategy (EPASS) - City of Portland, OR

Mr. Jo served as a traffic modeler on this project for the City of Portland. Developed an Aimsun model of East Portland arterial streets known as EPASS network. Researched and coded in Tri-County Metropolitan Transportation District (TriMet) transit network spanning across East Portland. Developed and coded in signal scripts. The project began in January 2020 and ended in June 2020.

TRANSPORTATION PLANNING

Texas Department of Transportation, Texas Border Transportation Master Plan

Mr. Jo served as data analyst. Assisted task leads by organizing and closely coordinating with subconsultants and internal GIS team in support of a binational and multimodal corridor identification, designation, and needs assessment task. Provided a comprehensive analysis of binational transportation activities across highways and roadways, railways, aviation, maritime, pipeline, pedestrian, and transit networks. Helped prepare and organize appropriate presentation materials for clients at Texas Department of Transportation and stakeholder engagements. The project began in September 2019 and ended in September 2020.

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CHRIS DEVLIN

SENIOR MANAGER



EDUCATION

MSc, Transportation Planning and Engineering, University of Leeds, UK, 1991

BA, Economics, Durham University, UK, 1987

YEARS OF EXPERIENCE

With Iteris: **9** Total: **32**

CORE DISCIPLINES

Transportation Planning & Analysis

Travel Demand Forecasting

Geographic Information Systems

Transportation Surveys and Data Analysis

Traffic Asset Management Systems

AFFILIATIONS

Institute of Transportation Engineers (ITE)

Orange County Traffic Engineering Counsel (OCTEC)

Mr. Devlin has served as a Senior Manager of Iteris' Mobility Consulting Solutions since 2013. He has 32 years of experience in transportation planning and has managed and participated in a wide variety of transportation studies. These include travel demand forecasting studies, travel surveys, traffic impact studies, parking studies, and corridor studies. Mr. Devlin is an experienced travel demand forecaster having developed and worked on over twenty different traffic models throughout the world. He is proficient in several modeling packages including TransCAD, Cube and emme2in . He has developed model outputs to support the economic, financial and environmental analysis of major highway, transit and aviation projects and well as VMT statistics for SB 743. Mr. Devlin is also proficient in the use of Geographic Information Systems (GIS) for problem-solving, analysis, and presentation of results. He has designed and run GIS training courses specifically for Transportation Planners, including the design and coding of GIS utilities and scripts. Mr. Devlin has also performed several large-scale transportation surveys from the survey design stage, through implementation, data cleaning, database population, and reporting.

PROJECT EXPERIENCE

TRANSPORTATION PLANNING & ANALYSIS

Irvine Great Park - Access And Parking Study - City of Irvine, CA

Mr. Devlin is managing a traffic access and parking study for the Irvine Great Park development which seeks to repurpose the former Marine Corp Air Station (MCAS) El Toro to a major new multi-land use attraction containing: museums, a sports park a 14,000 seat amphitehater, botanical gardens, a veterans memorial park, water park and other attractions. The project started in 2022 and is ongoing.

Express Lanes on I-405 and I-10 in Los Angeles County – LA Metro, CA

Mr. Devlin is providing technical traffic forecasting support to two major studies of Express Lanes in Los Angeles County: on I-405 over the Sepulveda Pass and on I-10 between I-605 and the San Bernardino County line.

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CHRIS DEVLIN

SENIOR MANAGER

His tasks involve traffic forecasting using the SCAG RTP model and developing interfaces with microsimulation models and well as providing traffic engineering and other technical support. Both projects started in 2022 and are ongoing.

On-Call Transportation Engineering Services – City of Buena Park, CA

Mr. Devlin served as part of the Iteris team acting as On-Call Transportation Engineer for the City of Buena Park. He supported City Staff with completion of transportation engineering functions within the City's Public Works Department. Mr. Devlin periodically worked on-site at City Hall, providing as-needed services to support City services in the Public Works, Planning, and Police Departments. He supported the review of new development plans, the completion of new traffic signal installations or signal upgrades, and the response to citizen inquiries regarding traffic flow and safety conditions. Mr. Devlin's involvement was from January 2018 through January 2019.

I-405 Design-Build Improvement Project, Orange County Transportation Authority (OCTA) – Orange County, CA

Mr. Devlin serves as a Transportation Planner as part of a multidisciplinary design and construction team on this $1.2 billion dollar design build project in Orange County California. The project will improve 16 miles of the I-405 between the SR-73 freeway in Costa Mesa and the I-605 near the Los Angeles County line. The project includes adding one regular lane in each direction from Euclid Street to I-605, making improvements to freeway entrances, exits and bridges, and will also implement Express Lanes that expands the existing HOV lane from one lane to two lanes in each direction from SR-73 to I-605. Mr. Devlin is providing review of the TMP and MOT components. The TMP includes detour routes and supporting traffic analysis for partial or complete closures for 17 arterial overcrossings and over 35 freeway ramps. The project began in February 2017 and is ongoing.

Irvine Business Complex (IBC) Five-Year Traffic Study Update – City of Irvine, CA

Mr. Devlin served as Project Manager for a traffic study to update the IBC Traffic Study with updated land uses, traffic counts and highway network improvements. The study analyses over 200 intersections and arterial segments in the City of Irvine and adjacent jurisdictions as well as 60 freeway segments and over 100 freeway ramps. The project involved the collection and quality control of a large program of intersection turning movement and tube counts along with a comparison to historical data and continuity of flow analysis. PeMS data was collected for the freeway mainlines. Traffic model runs from the City of Irvine Traffic Model (ITAM) were analyzed for Existing, Interim and Buildout years with and without the IBC Vision Plan land uses. Intersections and arterials were analyzed using Intersection Capacity Utilization methodology and freeways using Highway Capacity Manual 2010 analysis. Traffic impacts associated with the Vision Plan were identified and a series of potential mitigation measures, and their associated costs identified for further study in a subsequent Nexus and Fee study. Additional analysis involved the testing of alternate roadway configurations and signal warrant analysis. The project began in May 2018 and is ongoing. Mr. Devlin also performed the previous iteration of this study between May 2015 and October 2016.

TRAVEL DEMAND FORECASTING

Citywide Traffic Model Development and On-Call Modeling Services – City of Anaheim, CA

Mr. Devlin is providing ongoing model and traffic study support to the City of Anaheim. He is responsible for modifying and running the City's traffic model (ATAM) including post-processing and evaluation of the model outputs. He also performs traffic and parking studies as directed by the City. Mr. Devlin's involvement started in June 2014 and is ongoing.

Irvine On-Call Traffic Modeling and Transportation Analysis – City of Irvine, CA

Mr. Devlin provided modeling support for the City's traffic model (ITAM) for performing various upgrades to the City's modeling process including links with OCTA's travel model (OCTAM) and developed GIS outputs. He also provided the City with transportation planning support for a series of major traffic studies. The support was performed between January 2014 and June 2016.

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EVAN SHIPLEY

ENGINEER



EDUCATION
BS, Civil Engineering, University of California, Irvine, 2017

YEARS OF EXPERIENCE
With Iteris: 6 Total: 6

REGISTRATIONS

CORE DISCIPLINES
Traffic Engineering & Operations

ITS Planning/Design/Integration

O&M

AFFILIATIONS
American Society of Civil Engineers (ASCE)

International Chinese Transportation Professionals Association (ICTPA)

Mr. Shipley serves as an Engineer for Iteris' Mobility Consulting Solutions division and has been with the firm since April 2017. His six years of experience includes working in the fields of Traffic Engineering and Operations and ITS Systems Engineering. Mr. Shipley has also been involved in a yearlong research project with Dr. Wilfred Recker, a Professor of Transportation Engineering at the University of California, Irvine. Mr. Shipley's software knowledge includes AutoCAD, MicroStation, Synchro, TransModeler, HCS 2010 and TransCAD.

PROJECT EXPERIENCE

TRAFFIC ENGINEERING & OPERATIONS

Euclid Street Corridor Project Regional Traffic Signal Synchronization Program (RTSSP – City of La Habra, CA

Mr. Shipley serves as a Project Engineer on this signal synchronization project for City of La Habra. Project includes the synchronization of sixty-seven (67) traffic signals and sixty-nine (69) offset traffic signals throughout the Cities of La Habra, Fullerton, Anaheim, Garden Grove, Santa Ana, and Fountain Valley along Euclid Street. Iteris is providing communication system analysis for the City of Fullerton and the City of Santa Ana through this project. Iteris will conduct all engineering, construction management, inspection, and administrative tasks necessary to complete the project. After the construction and implementation phase of the project, Iteris will provide operations, and maintenance services for three years. The project began in March 2023 and is expected to be completed March 2028.

Marguerite Parkway Traffic Signal Synchronization Project (TSSP) - City of Mission Viejo, CA

Mr. Shipley serves as Project Engineer on this Traffic Signal Synchronization project for the City of Mission Viejo. Iteris was selected to provide final design Plans, Specifications, and Estimates (PS&E) and Traffic Signal Timing upgrades for Marguerite Parkway in the City of Mission Viejo. Iteris staff evaluated different models of push buttons and made recommendations based on the city's needs and available technology.

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EVAN SHIPLEY

ENGINEER

Other improvements include new UPS, CCTV, EVP, traffic signal cabinet, and fiber optic cable. Shipley was involved in the implementation and fine-tuning process of the timing project. He generated solutions and feedback that the residents provided about the corridor performance. He also wrote the before and after study comparison report along with the final project report. The project began in April 2017 and was completed in October 2021.

MacArthur Boulevard Regional Traffic Signal Synchronization Program (RTSSP) Project – City of Irvine, CA

Mr. Shipley serves as Project Engineer on this Traffic Signal Synchronization project for the City of Irvine. Iteris will provide multi-jurisdictional improvements to a 7.2 mile stretch of the corridor from the SR-55 highway ramps to Pacific Coast Highway, spanning the Cities of Irvine and Newport Beach. The project will retime 23 signalized intersections as well as provide traffic signal equipment upgrades. Mr. Shipley was involved in the basic timing parameter generation and designed the proposed Synchro networks for implementation. He is also coordinating the "before" study portion of the project. The project began in May 2020 and is ongoing.

Bayside Drive Improvement Project – City of Newport Beach, CA

Mr. Shipley serves as a staff engineer for Iteris, acting as a subconsultant for Mark Thomas & Company, Inc., providing traffic engineering support. Mr. Shipley performed a field inventory for the project and visual inspection of existing equipment along Bayside Drive. Mr. Shipley designed the traffic signal upgrade at the Jamboree Road and Bayside Drive intersection and the pedestrian crossing signal located along Bayside Drive. When the project was constructed, he developed as-built plans to submit to the City. This project began in September 2017 and was completed in June 2019.

Katella Avenue Traffic Signal Synchronization Project, Orange County Transportation Authority (OCTA) – Orange County, CA

Mr. Shipley serves as Project Engineer for this Traffic Signal Synchronization project. This project provided infrastructure upgrades and new timing to 73 signals located across 9 different agencies in Orange County, CA. Mr. Shipley was involved in site visits to confirm the existing infrastructure and equipment. He was the design lead for the ITS upgrades in the City of Anaheim. He helped with construction support and generated as-builts from the contractor's notes when the construction phase of the project was finished. This project began in April 2019 and is ongoing.

LADOT-Caltrans District 7 On-Call, Task Order 3– Los Angeles County, CA

Mr. Shipley serves as Project Engineer on this project to rehabilitate three segments of California State Route 2 in the City of Los Angeles. Iteris was responsible for the electrical and traffic signal design portion of the project, which included installing new accessible pedestrian push button systems and new safety lighting. New curb ramps were designed by HNTB, necessitating the relocation of numerous pedestrian push button systems to remain MUTCD compliant. Also, new pedestrian crosswalk signals were installed, which included six (6) HAWK signals and seven (7) RRFBs. Mr. Shipley helped lead several days of field work to gather information on the existing conditions to aid in the design. He was one of the design leads for the traffic signals upgrades and assisted others with the pedestrian signal design and street lighting design. This project began in August 2021 and is ongoing.

San Bernardino Valley Coordinated Traffic Signal System (SBVCTSS), San Bernardino County Transportation Authority (SBCTA) – San Bernardino County, CA

Mr. Shipley serves as a Project Engineer on this project to assist 16 local agencies within the San Bernardino Valley area to help improve congestion along several major corridors. He has performed a traffic signal cabinet inventory to document the existing communication equipment. Mr. Shipley assisted with the generation of basic timing parameters for 87 intersections within San Bernardino project area as well as creating the base Synchro file to use in analysis. He also analyzed turning movement counts to generate the ideal cycle length for several corridors across the greater San Bernardino County area. The project began in January 2017. Mr. Shipley's involvement on the project began in November 2017 and concluded in November 2019. The project was completed in December 2023.

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DELBERT SMITH-LAVEZZARI

ASSOCIATE ENGINEER



EDUCATION

BS, Civil Engineering, University of California, Irvine, 2016

YEARS OF EXPERIENCE

With Iteris: **7** Total: **7**

CORE DISCIPLINES

Traffic Engineering & Operations

ITS Planning/Design/Integration

Transit

O&M

AFFILIATIONS

American Society of Civil Engineers (ASCE)

Institute of Transportation Engineers (ITE)

Orange County Traffic Engineering Counsel (OCTEC)

Mr. Lavezzari serves as an Associate Engineer for Iteris' Mobility Consulting Solutions division and has been with the firm since April 2016. He has over seven years of experience working in Traffic Engineering and System Design. Mr. Lavezzari has provided support on various Intelligent Transportation Systems (ITS) projects by performing field inventory, generating base AutoCAD design plans, and drafting summary reports of the field data collected. Mr. Lavezzari's software knowledge includes AutoCAD, MicroStation and Synchro.

PROJECT EXPERIENCE

Traffic Signal Reconstruction on Vermont at Redondo Beach Boulevard and at Rosecrans Avenue – City of Gardena, CA

Mr. Lavezzari serves as Staff Engineer on this Traffic Signal Reconstruction project for the City of Gardena. The project consisted of a traffic analysis of the two project intersections: Vermont Ave at Redondo Beach Boulevard and Vermont Avenue and Rosecrans Avenue. The traffic analysis made specific recommendations to both intersections which mainly consisted of traffic signal upgrades, ADA ramp upgrades and pavement repairs. The project also consists of coordination with the City of Los Angeles and United Pacific Railroad. Once construction begins, Iteris will be under contract for construction management and inspection. The project began in September 2018 and with the design concluding in October 2019.

I-405 Design-Build Improvement Project, Orange County Transportation Authority (OCTA) – Orange County, CA

Mr. Lavezzari serves as a Staff Engineer for Iteris, acting as a subconsultant of a multidisciplinary design and construction team, on this $1.2 billion dollar design build project in Orange County California. The project will improve 16 miles of the I-405 between the SR-73 freeway in Costa Mesa and the I-605 near the Los Angeles County line. The project includes adding one regular lane in each direction from Euclid Street to I-605, making improvements to freeway entrances, exits and bridges, and will also implement Express Lanes that expands the existing HOV lane from one lane to two lanes in each direction from SR-73 to I-605.

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DELBERT SMITH-LAVEZZARI

ASSOCIATE ENGINEER

Iteris is responsible for the design of the Caltrans ITS field infrastructure, temporary ITS field infrastructure supporting maintenance of traffic during construction, toll system infrastructure and coordination, street lighting, agency traffic signal improvements along the corridor and development of the project Traffic Management Plan. Mr. Lavezzari specifically provides engineering services such as signal design, TMS, and tolling design. The Design project began in January 2017 and was completed in December 2019. Construction was completed in October 2023.

Euclid Street Corridor Project Regional Traffic Signal Synchronization Program (RTSSP – City of La Habra, CA

Mr. Lavezzari serves as Project Engineer on this signal synchronization project for City of La Habra. Project includes the synchronization of sixty-seven (67) traffic signals and sixty-nine (69) offset traffic signals throughout the Cities of La Habra, Fullerton, Anaheim, Garden Grove, Santa Ana, and Fountain Valley along Euclid Street. Iteris is providing communication system analysis for the City of Fullerton and the City of Santa Ana through this project. Iteris will conduct all engineering, construction management, inspection, and administrative tasks necessary to complete the project. After the construction and implementation phase of the project, Iteris will provide operations, and maintenance services for three years. The project began in March 2023 and is expected to be completed March 2028.

Regional Traffic Signal Synchronization Program (RTSSP) Project for Tustin Avenue - Rose Drive – City of Orange, CA

Mr. Lavezzari serves as Staff Engineer on this project. He is responsible for Existing conditions/equipment inventory. Under the project agreement, Iteris will make infrastructure upgrades, signal coordination and timing improvements, develop signal timing plans for all signalized intersections along the corridor, provide vehicle turning movement counts and perform before-and-after corridor analysis along the Tustin Avenue/Rose Drive corridor from First Street in the City of Tustin to Wabash Avenue in the City of Yorba Linda. The project area comprises 54 signalized intersections spanning six cities – Tustin, Santa Ana, Anaheim, Orange, Placentia, and Yorba Linda – as well as key highway on/off ramps under Caltrans, in Orange County, California. The project started in August 2020 and is ongoing. Construction is slated to start in Summer 2023.

Professional Design and Construction Support for the TSS for ATMS – City of Rancho Cucamonga, CA

Mr. Lavezzari serves as Staff Engineer on this project, which is currently in the O&M phase. He is responsible for Existing conditions/equipment inventory. Controller Integration and fiber network upgrades. This project prepared coordination timing plans, design plans of traffic signal modification and interconnect system upgrades. During construction, Iteris provided construction support and integration services. The primary goal of this project was to deploy new intelligent transportation system (ITS) communication infrastructure to support the management of the city's transportation network, implement optimized coordination timing plans to achieve optimal traffic flow, and improve safety for all road users, including vehicles, buses, bicycles, and pedestrians. The project began in August 2019 and is currently in O&M until July of 2024.

Traffic and Intelligent Transportation Systems Engineering Services, Main Street Regional Traffic Signal Synchronization Projects (RTSSP), Orange County Transportation Authority (OCTA) – Orange County, CA

Mr. Lavezzari serves as Staff Engineer. He is responsible for the Monthly O&M Report Lead. Under this project agreement, which will provide services that will upgrade traffic signal electronics and communications equipment, and optimize signal timing along Main Street, a major north-south corridor that comprises 67 major signalized intersections. As part of the project, Iteris' Intersection-as-a-Service™ end-to-end solution offering will deliver proactive monitoring of traffic signal operations at all project intersections. The primary goal of this project is to deploy new Intelligent Transportation System (ITS) equipment and communication infrastructure to support the management of the cities' transportation network, implement optimized coordination timing plans to achieve optimal traffic flow, and improve safety for all road users, including vehicles, buses, bicycles, and pedestrians. The project began December 2019 and the O&M phase will be completed in June 2023.

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CIERA FERNANDEZ, EIT

ASSISTANT ENGINEER



EDUCATION

BS, Civil Engineering, California Polytechnic State University, Pomona, CA, 2023

YEARS OF EXPERIENCE

With Iteris: **<1** Total: 1

REGISTRATIONS

Engineer-In-Training (EIT)

CA #180469, 2023

CORE DISCIPLINES

Planning & Design

Traffic Signal Design

AFFILIATIONS

Chi Epsilon

Orange County Traffic Engineering Council (OCTEC)

Ms. Fernandez serves as a Assistant Engineer for Iteris' Consulting Solutions division and has been with the firm since June 2023. She has over 1 years of experience working in the fields of traffic and general civil projets.

PROJECT EXPERIENCE

TRAFFIC ENGINEERING & OPERATIONS

Euclid Street Corridor Project Regional Traffic Signal Synchronization Program (RTSSP) – City of La Habra, CA

Ms. Fernandez serves as an Assistant Engineer on this signal synchronization project for City of La Habra. Project includes the synchronization of sixty-seven (67) traffic signals and sixty-nine (69) offset traffic signals throughout the Cities of La Habra, Fullerton, Anaheim, Garden Grove, Santa Ana, and Fountain Valley along Euclid Street. Iteris will conduct all engineering, construction management, inspection, and administrative tasks necessary to complete the project. The project began in March 2023 and is expected to be completed March 2028.

Pasadena Traffic Management Center (TMC) Staffing for Special Events – City of Pasadena, CA

Ms. Fernandez serves as one of the Project Engineers responsible for staffing special events at the City of Pasadena's TMC. Iteris serves as an extension of City staff in the TMC during special events at the Rose Bowl, such as UCLA football home games, concerts, festivals, soccer games, and the Rose parade and game during the New Year. Iteris monitored traffic in and out of the Rose Bowl in the TMC and occasionally in the field and confirmed that the appropriate event timing plans were in operation as programmed; adjusted necessary timing based on observations and as requested by the field officers; and conducted other timing tasks as directed by City staff in between the inbound and outbound peaks. The project began in July 2015 and is scheduled to be completed August 2024.

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CIERA FERNANDEZ, EIT

ASSISTANT ENGINEER

Santa Clara Changeable Message Sign (CMS) Project – Santa Clara, CA

Ms. Fernandez is serving as Project Engineer for this ITS Planning and Design Project for the City of Santa Clara. This project will install eight Changeable Message Signs (CMS) along the adjacent arterial streets to Levi's Stadium allowing for the diversion of traffic to be routed into or out of the Stadium efficiently. Ciera is responsible for assisting in the QA/QC of the Plans, Specifications and Estimates (PS&E) package. The project began in March 2017 and is scheduled to be completed in December 2024.

Redondo Beach Boulevard Arterial Improvements Project – City of Gardena, CA

Ms. Fernandez is serving as Project Engineer to provide design services for this Traffic Signal Modification Project. This project will install new traffic signal equipment at nine (9) project intersections along Redondo Beach Boulevard. Ciera is responsible for preparing design plans and cost estimate to complete the PS&E package. The design includes traffic signal improvements, and signing and striping modifications at each intersection. The project began in July 2022 and is scheduled to be completed December 2024.

Western Avenue Traffic Flow Improvements Project – City of Rancho Palos Verdes, CA

Ms. Fernandez is serving as Project Engineer for this this Traffic Study of Western Avenue to enhance safety and traffic flow. Ciera is responsible for assessing the existing ITS infrastructure of 15 intersections as well as documenting inventory of cabinet and signal pole equipment. The project began in May 2023 and is scheduled to be completed March 2024.

Walnut Street Corridor Signal Improvement Project – City of Pasadena, CA

Ms. Fernandez is serving as Project Engineer for this Traffic Signal Modification Project. Ciera is responsible for preparing design plans and cost estimate to complete the PS&E package. The design installs traffic signal improvements at nine intersections as well as fiber optic communication in existing and new conduit along the corridor. These improvements include installing upgraded controllers, CCTV cameras and cabinets. The project began in December 2022 and is scheduled to be completed October 2023.

Mid City Signal Synchronization Project – City of Long Beach, CA

Ms. Fernandez is serving as Project Engineer for this signal synchronization project for the City of Long Beach. This project will install traffic signal hardware at 41 intersections and communication enhancements along 8 ½ mile of multiple corridors. Ciera is responsible for field review, and preparing Traffic Signal and Communication Design plans in the PS&E package. These designs include the installation of fiber optic communication, traffic signal upgrades and pedestrian upgrades while attempting to minimize construction costs. The project began in December 2022 and is scheduled to be completed October 2023.

PREVIOUS PROJECT EXPERIENCE

Various Slurry Seal and Aram Resurfacing Projects – City of Garden Grove, CA

Ms. Fernandez served as an Intern since 2022. She provided the following traffic engineering services:

- Driveway Improvements Plan for two driveways for a trailer community to respond to a community ADA compliance request.
- Multiple Striping and Slurry Seal Plans.
- Traffic Control Plans for Garden Grove Blvd. from the 22 Freeway to Beach Blvd.

Various Residential Streets Reconstruction 2023 – City of Garden Grove, CA

Ms. Fernandez served as an Intern since 2022. She provided the following Plans, Specifications and Estimates (PS&E) services:

- Grading Plan and Profiles.
- Quantity Calculations.
- Specification Assembly and Revision.
- Developing Right-of-Entry Notice and Exhibits for Identified APN Owners.

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RAYMOND LIANG, EIT

ASSOCIATE ENGINEER



EDUCATION

BS, Civil Engineering, University of Irvine, CA, 2019

YEARS OF EXPERIENCE

With Iteris: 4 Total: 4

REGISTRATIONS

Engineer-In-Training (EIT)

CA #169619, 2019

CORE DISCIPLINES

Traffic Engineering & Operations

ITS Planning/Design/Integration

Traffic Signal Design

Operations and Maintenance

AFFILIATIONS

American Society of Civil Engineers (ASCE)

Orange County Traffic Engineering Council (OCTEC)

Mr. Liang serves as Associate Engineer for Iteris' Mobility Consulting Solutions and has been with the firm since 2019. He has over 4 years of experience working in the fields of Traffic Engineering, ITS Designs, and Operations. Mr. Liang has ITS design experience with multiple TSSP projects around Orange County. Mr. Liang has prepared many PS&E packages for various local agencies and Caltrans in the Southern California Region. Mr. Liang's software knowledge includes AutoCAD, Microstation, Microsoft Word, Excel, MATLAB, Synchro and ArcGIS.

PROJECT EXPERIENCE

TRAFFIC ENGINEERING

Euclid Street Corridor Project Regional Traffic Signal Synchronization Program (RTSSP – City of La Habra, CA

Mr. Liang serves as a Project Engineer on this signal synchronization project for City of La Habra. Project includes the synchronization of sixty-seven (67) traffic signals and sixty-nine (69) offset traffic signals throughout the Cities of La Habra, Fullerton, Anaheim, Garden Grove, Santa Ana, and Fountain Valley along Euclid Street. Iteris is providing communication system analysis for the City of Fullerton and the City of Santa Ana through this project. Iteris will conduct all engineering, construction management, inspection, and administrative tasks necessary to complete the project. After the construction and implementation phase of the project, Iteris will provide operations, and maintenance services for three years. The project began in March 2023 and is expected to be completed March 2028.

Traffic and Intelligent Transportation Systems Engineering Services, Katella Avenue (TSSP), Orange County Transportation Authority (OCTA) – Orange County, CA

Mr. Liang served as Assistant Designer on this Project. As part of the project, Iteris' Intersection-as-a-Service™ end-to-end solution offering will deliver proactive monitoring of traffic signal operations at all project intersections.

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RAYMOND LIANG, EIT

ASSOCIATE ENGINEER

The primary goal of this project is to deploy new Intelligent Transportation System (ITS) equipment and communication infrastructure to support the management of the cities' transportation network, implement optimized coordination timing plans to achieve optimal traffic flow, and improve safety for all road users, including vehicles, buses, bicycles, and pedestrians. The project began in February 2020 and is ongoing.

Brookhurst Regional Traffic Signal Synchronization Project (RTSSP), Orange County Transportation Authority (OCTA) – Orange County, CA

Mr. Liang serves as the assistant engineer to provide traffic signal/ITS equipment upgrade and signal synchronization along Brookhurst Street. His responsibilities includes drafting communication plans and addressing comments and updates. This project consists of 45 study intersections along a 10-mile stretch in the cities of Santa Ana, Costa Mesa, Newport Beach and Caltrans. Fiber-optic cables will be installed at various segments of the corridor to close the communication gap. Many intersections will be upgraded with new controllers, cabinets, service, Emergency Vehicle Preemptions (EVP) and Closed-Circuit Television (CCTV). The project egan in July 2018 and will complete in December 2019, followed by two years of Operations and Maintenance (O&M).

Professional Design and Construction Support for the TSS for ATMS – Rancho Cucamonga, CA

Mr. Liang serves as the assistant engineer to deploy new ITS communication infrastructure and implement optimized coordination timing plans to achieve optimal traffic flow for City of Rancho Cucamonga along the main corridors of Haven Avenue and Foothill Boulevard. CCTV, VDS, and fiber optic interconnect upgrades will be implemented throughout the main corridors. His responsibilities includes drafting the fiber communication plans and signal modification plans. The project began in August 2019. Mr. Liang's involvement on the project began in August 2019 and is ongoing. The project will be completed in August 2020, followed by two years of Operations and Maintenance (O&M), was completed in August 2022.

Traffic and Intelligent Transportation Systems Engineering Services, Main Street Regional Traffic Signal Synchronization Projects (RTSSP), Orange County Transportation Authority (OCTA) – Orange County, CA

Mr. Liang serves as Associate Engineer on this project, which will provide services that will upgrade traffic signal electronics and communications equipment, and optimize signal timing along Main Street, a major north-south corridor that comprises 67 major signalized intersections. As part of the project, Iteris' Intersection-as-a-Service™ end-to-end solution offering will deliver proactive monitoring of traffic signal operations at all project intersections. The primary goal of this project is to deploy new Intelligent Transportation System (ITS) equipment and communication infrastructure to support the management of the cities' transportation network, implement optimized coordination timing plans to achieve optimal traffic flow, and improve safety for all road users, including vehicles, buses, bicycles, and pedestrians. The project began in December 2019 and is ongoing.

A&E On-Call Roadway Design and Project Development and Construction Services (Caltrans D12) – Orange County, CA

Mr. Liang is serving as an Assocate Engineer with Iteris as part of the TranSystems team on the Caltrans District 12 On-Call contract to provide consultation, research, professional and technical services required for Roadway Design and related Project Development and Construction Services, including, but not limited to, field sampling, construction materials testing, analysis, reports, plant inspection and work related to testing equipment calibration, on an "as-needed" basis to support the Caltrans D12, from Project Report phase to construction phase completion of three State Route (SR) 91 Multi-Asset Projects, EA 12-0R312, EA 12-0R313 and EA 12-0R314 in Orange County between Los Angeles County Line to Riverside County Line. Iteris' task focuses on performing design service for Traffic Management Systems (TMS) and electrical elements through PA&ED, PS&E and construction phase. The TMS/electrical elements improvement includes, but not limited to, CCTV, CMS, loop detectors, census station, RMS, FOC and conduit. The project began in January 2021 and is ongoing.

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ALEX INGOGLIA

ENGINEER



EDUCATION

BS, Civil Engineering, , California State Polytechnic University, Pomona, 2017

YEARS OF EXPERIENCE

With Iteris: 3 Total: 6

REGISTRATIONS

Engineer-In-Training (EIT)

CA #160812, 2017

CORE DISCIPLINES

Traffic Signal Operations

Signal Timing & Coordination

ITS Planning, Design, & Integration

Traffic Engineering & Design

Municipal Traffic Engineering

AFFILIATIONS

Institute of Transportation Engineers (ITE)

Orange County Traffic Engineering Council (OCTEC)

Mr. Ingoglia serves as Engineer of Iteris' Mobility Consulting Solutions division and has been with the firm since April 2017. Mr. Ingoglia has over 6 years of experience in the fields of Traffic Signal Operations, Signal Timing & Coordination, Intelligent Transportation Systems (ITS) planning, design, and integration, Traffic Engineering & Design, and Municipal Traffic Engineering. His project experience includes preparing and implementing signal timing and synchronization, operational analysis, installing ITS and communication equipment, preparing signing and striping plans as well as reviewing traffic studies and traffic control plans. Mr. Ingoglia has knowledge in signal timing, Intelligent Transportation Systems (ITS), electrical systems, and integration. Mr. Ingoglia is proficient in the use of design and traffic analysis software such as AutoCAD, MicroStation, and Synchro.

PROJECT EXPERIENCE

TRAFFIC ENGINEERING & OPERATIONS

Euclid Street Corridor Project Regional Traffic Signal Synchronization Program (RTSSP – City of La Habra, CA

Mr. Ingoglia serves as a Project Engineer on this signal synchronization project for City of La Habra. Project includes the synchronization of sixty-seven (67) traffic signals and sixty-nine (69) offset traffic signals throughout the Cities of La Habra, Fullerton, Anaheim, Garden Grove, Santa Ana, and Fountain Valley along Euclid Street. Iteris is providing communication system analysis for the City of Fullerton and the City of Santa Ana through this project. Iteris will conduct all engineering, construction management, inspection, and administrative tasks necessary to complete the project. After the construction and implementation phase of the project, Iteris will provide operations, and maintenance services for three years. The project began in March 2023 and is expected to be completed March 2028.

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ALEX INGOGLIA

ENGINEER

Traffic and Intelligent Transportation Systems Engineering Services, Katella Avenue, Orange County Transportation Authority (OCTA) – Orange County, CA

Mr. Ingoglia serves as Project Engineer on this Project and participated in the timing implementation and finetuning in the field or through TMC central program for each city. Additionally, Mr. Ingoglia installed installed edge switches at project intersections to provide communication to the traffic controllers. As part of the project, Iteris' Intersection-as-a-Service™ end-to-end solution offering will deliver proactive monitoring of traffic signal operations at all project intersections. The primary goal of this project is to deploy new Intelligent Transportation System (ITS) equipment and communication infrastructure to support the management of the cities' transportation network, implement optimized coordination timing plans to achieve optimal traffic flow, and improve safety for all road users, including vehicles, buses, bicycles, and pedestrians. The project began in February 2020 and was completed in June 2023.

Culver Drive Regional Traffic Signal Synchronization Program (RTSSP) Project – City of Irvine, CA

Mr. Ingoglia serves as Project Engineer on this traffic signal synchronization project and assisted with the development of the optimized synchronization timing and lead the implementation of the new timing. Mr. Ingoglia also assisted with preparing of the before study.

Lake Forest Traffic Engineering Services – City of Lake Forest, CA

Mr. Ingoglia is serving as Project Engineer and monitors the operations and communication of all traffic signals within the City of Lake Forest. Additionally, Mr. Ingoglia investigates City Staff and resident concerns about signal timing and makes timing adjustments due to construction activities.

SBCTA San Bernardino Valley Coordinated Traffic Signal System Project – San Bernardino County, CA

Mr. Ingoglia serves as Project Engineer and is assisting on the semi-annual assessment, created the Synchro network, and performed a basic signal timing analysis of a $3M project to assist 16 local agencies within the San Bernardino Valley area to improve traffic progressions along many key regional corridors. The project consists of four main components: First, develop traffic signal coordination master plans for five different sub-regions within the Valley. The Master Plan will serve as a roadmap for all future signal coordination in the Valley. Second, update signal coordination timings for over 500 traffic signals with a goal of reducing travel times, delays and GHG emissions. Third, conduct assessments of all the signal synchronization corridors and traffic signals to ensure they are all performing well and as planned on a semi-annual basis. Fourth, provide system support services to assist any agencies in resolving technical issues, e.g. signals offline due to lost communications. As part of this project, an ITS network management software called NetScene will be installed at local agencies' servers to help monitor their ITS field devices in real time, which is a great tool for identifying field issues instantly so proper resources can be allocated to address the problems. The project began in January 2017 and is ongoing.

Laguna Woods Traffic Engineering Services City of Laguna Woods, CA

Mr. Ingoglia is serving as Project Engineer monitoring City's central traffic system. Iteris has been providing traffic engineering services to the City of Laguna Woods since 2012 to operate and maintain all the traffic signals within the City. Services provided include:

- Monitor and operate all traffic signals within the City via the Econolite Centracs traffic signal system
- Design golf-cart push buttons at 3 intersections
- Recommend operational improvements for two signalized intersections with split-phase operations
- Coordinate with OCTA for the recently implemented El Toro Road TLSP and Moulton Parkway TLSP projects.
- Attend OCTA ITS Roundtable meetings
- Address resident complaints on various traffic engineering and roadway lighting matters

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RICHARD LUO, EIT

ASSISTANT ENGINEER



Mr. Luo serves as an Assistant Engineer for Iteris' Mobility Consulting Solutions division and has been with the firm since 2022. He has over 1 year of experience working in the field of Traffic Engineering & Operations. His project experience includes preparing traffic signal coordination timing plans. Mr. Luo is proficient in the use of design and traffic analysis software such as AutoCAD, Synchro, Vissim, and Transync.

EDUCATION

BS, Civil and Environmental Engineering, University of Nevada Reno, 2019

MS, Civil and Environmental Engineering, University of Nevada Reno, 2022

YEARS OF EXPERIENCE

With Iteris: <1 Total: 1

REGISTRATIONS

Engineering-in-Training (EIT/EI)
Engineering-in-Training (EIT/EI)
NV #0T8118, 2019

CORE DISCIPLINES

Traffic Engineering & Operations

PROJECT EXPERIENCE

TRAFFIC ENGINEERING & OPERATIONS

Kinetics Upgrade for City of Chino, San Bernardino Valley Coordinated Traffic Signal System (SBVCTSS) Signal Coordination – San Bernardino Valley, CA

Mr. Luo served as project engineer on this project to upgrade the City of Chino's traffic management system from Maxview to Kinetics. Richard modeled and reviewed 77 intersections into Kinetics and worked with the city to move the signals from Maxview into the new system. The upgrade to Chino's system was a part of the SBVCTSS project that began in January 2017 and was completed in January 2023.

Lake Forest Traffic On-Call – Lake Forest, CA

Mr. Luo serves as a project engineer on this project. Under this project, Richard provides support to the City regarding any issues with the traffic signals. Support includes responding to residents' inquiries, observing field conditions, and updating information within controllers. The project began in July 2021 and is expected to finish Ain June 2024.

Traffic Signal Retiming at 99 Locations – City of Chula Vista, CA

Mr. Luo is serving as a project engineer. The purpose of this project is to deploy optimized signal timing plans within a project network of 99 signalized intersections located in Eastern Chula Vista. Richard reviewed and updated basic timing parameters for all 99 intersections. He has also developed a Synchro model of the 99 intersections with the existing conditions. He then identified critical intersections, determined zoning of intersections, and proposed new cycle lengths. The project began in March 2022 and is ongoing.

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RICHARD LUO

ASSOCIATE ENGINEER

Katella Avenue Regional Traffic Signal Synchronization Project (RTSSP) – Orange County, CA

Mr. Luo serves as a project engineer on this project which extends through Cities of Anaheim, Cypress, Garden Grove, Los Alamitos, Orange, Stanton, Villa Park in Orange County. This project includes signal coordination and timing improvements as well as ITS equipment upgrades. Richard has conducted travel runs and written the monthly O&M reports to monitor and maintain the performance of the corridor following the implementation of the new timing in May 2022. The project began in February 2020 and O&M is ongoing.

Culver Drive/Bonita Canyon Drive/Ford Road Regional Traffic Signal Synchronization Program (RTSSP) – Irvine, CA

Mr. Luo serves as a project engineer on this project for the City of Irvine. The project scope includes optimizing traffic signal synchronization timing plans for 39 intersections along the 11-mile Culver Drive corridor. The project covers intersections owned by the City of Irvine, City of Newport Beach, and Caltrans. Richard implemented and fine-tuned the new timing for the proposed intersections. The project began in June 2019 and is ongoing.

Brea Signal Adaptive System – Brea, CA

Mr. Luo serves as a project engineer on this project for the City of Brea. The project scope included providing engineering services for installation, integration, and monitoring of the selected adaptive traffic signal control system in the City of Brea. Richard has monitored the system on a quarterly basis through Bluetooth data and travel runs. Changes to signal timing have been made to maintain or improve performance. The project began in October 2022 and is expected to finish in January 2023.

EVENT MANAGEMENT

Traffic Management Center (TMC) Staffing – City of Pasadena, CA

Mr. Luo served as staff for the City of Pasadena's traffic management center. Iteris was contracted to serve as an extension of the City's TMC staff during the weekend and holiday events. The goal of the project was to bring together all participants involved in managing traffic during large influxes in and out of the City during special events in the downtown area. TMC support is ongoing.

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH JMDIAZ, INC

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **JMDiaz, Inc,** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - Traffic Engineering

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9**, **2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the

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services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by

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this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall

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be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	JMDiaz, Inc 18645 East Gale, Suite 212 City of Industry, CA 91748 Attn: Juan Diaz President/CEO

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

Tasha Cerda, Mayor

ATTEST:

Mina Semenza, City Clerk

APPROVED AS TO FORM:

Carmen Vasquez, City Attorney

CONSULTANT – JMDiaz, Inc

Juan Diaz
Name

Sign: Juan Diaz
Title: Chief Financial Officer

Juan Diaz
Name

Sign: Juan Diaz
Title: Chief Executive Officer

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference**.** In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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Digital Copy

Response to Request for Qualifications

On-Call Professional Services - *Traffic Engineering*

City of Gardena, California



06.13.24

Submitted By:

JMD
PLANNING | ENGINEERING | MANAGEMENT

18645 East Gale Avenue | Suite 212 | City of Industry, CA 91748
Ph: 626.820.1137 | F: 626.820.1136

www.jmdiaz.com

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JMD
PLANNING | ENGINEERING | MANAGEMENT

June 13, 2024

Kevin Kwak
Assistant Public Works Director
City of Gardena
1717 West 162nd Street
Gardena, CA 90247-3778

2024.1112.0039.00

SUBJECT: Response to Request for Qualifications (RFQ) for
General Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture and Landscape Architecture, Geotechnical Engineering/Geology and Material Testing, and Staff Augmentation On-Call Professional Services, City of Gardena
Category: Traffic Engineering

Dear Mr. Kwak:

JMDiaz, Inc. (JMD), is pleased to submit this proposal to provide On-Call Professional Services to the City of Gardena (City). Our proposal, which remains in effect for a period of 90 days, has been prepared in accordance with the City's Request for Qualifications (RFQ) dated May 9, 2024, and Addendum No. 1, dated June 4, 2024.

JMD, a multidiscipline engineering firm, provides on call traffic, ITS, civil, highway/roadway, transit and railroad engineering services to numerous agencies including the following:

- **On Call Traffic Engineering, City of El Segundo**
- **On Call City Traffic Engineering, City of South Gate**
- **On Call City Traffic Engineering Services, City of Glendora**
- **On Call Engineering, City of Brea**
- **On Call Bridge and Civil Program - Alameda Street Rehabilitation, City of Los Angeles**
- **On Call Traffic Design Services, Los Angeles County Department of Public Works**
- **On Call Civil and Traffic Engineering, City of El Monte**

Leadership You Can Trust - Assigned to this important project is one of our most qualified, experienced and diverse Project Managers, Steven Itagaki, PE, TE, PTOE, *a Registered Traffic Engineer and Professional Civil Engineer*, who has over 34 years of transportation experience serving numerous cities in Southern California with expertise in traffic, ITS, civil, rail and transit engineering. He has successfully managed traffic projects in the cities of El Segundo, South Gate, Anaheim, Newport Beach, Glendora, Industry and El Monte where he has served in the capacity of *On-Call City Traffic Engineer* conducting analyses and preparing complete traffic engineering and lighting design. Working closely, as Project Director, is Frank Sanchez, MBA, PE to ensure JMD meets and exceeds City expectations and needs.

An Experienced Team – The JMD Team is comprehensive and offers a wide spectrum of traffic and ITS services complemented by multidiscipline capabilities and local experience to meet all aspects of the City's requirements. Our team, who works together for other agencies, includes reputable firms listed below.

Firm	Role
JMD	PM/Civil Engineering/Staff Augmentation/Construction Management
Coast Surveying, Inc.	Surveying/Mapping
FHA, Inc.	Surveying/Mapping

** Vendors include NDS for Traffic Counts and C Below for Potholing.*

18645 East Gale Avenue, Suite 212, City of Industry, CA 91748
(626) 820-1137 Tel ● (626) 820-1136 Fax
www.jmdiaz.com

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Experience Serving SBCCOG, LA Metro and Caltrans – JMD has an extensive history working with the South Bay Cities COG, LA Metro and Caltrans on regional projects involving funding by each agency as follows:

- South Bay Cities COG – JMD is currently leading the design team responsible for widening about 0.68 miles of Alameda Street in the community of Wilmington and entrance to the Ports of Los Angeles and Long Beach. This project is funded by SBCCOG and Federal Funding through Metro's 2013 Call for Projects Program. Total funding so far is $16M with a total goal of $44M.
- LA Metro – JMD led the development of the SR-91/I710 Interchange PSR-PDS for the widening of nearly 5.5 miles of freeway mainline between Paramount Boulevard and Wilmington Avenue in the cities of Long Beach and Compton, respectively. The project which totals over $500M is proposed to be funded with Measure R and Measure M funding.
- Caltrans – Citywide Compton Boulevard Safety Enhancements and Rehabilitation – JMD is currently designing safety enhancements and rehabilitation for 3.6 miles of Compton Boulevard in the City of Compton. The $30M project, which relies on Highway Safety Improvement Program (HSIP) funding for new lighting, bikeway, medians and pavement reconstruction improvements, requires close coordination and reporting with Caltrans.

Overall, JMD assists its clients with completing funding applications, monitoring and coordination with various agencies involved including adherence to Caltrans Local Assistance Procedures Manual (LAPM), when applicable.

As Project Manager, Mr. Itagaki will be the primary representative and main point of contact for the City. As Principal-in-Charge, I am the individual authorized to negotiate contract terms and enter into legally binding commitments. During this on call program, I will work with our Project Manager and Task Managers assigned to ensure they have the resources needed through this program. In addition to our technical expertise, we offer our personal commitment to best serve the residents and businesses in the City of Gardena.

We are excited about the possibility of serving the City of Gardena and firmly believe we offer numerous benefits to the City including:

- A local Project Manager and Team with SBCCOG knowledge and multidiscipline experience
- A Team with municipal, transportation (civil, traffic, rail and transit) and land development expertise
- A Team with extensive experience working with diverse stakeholders on sensitive projects
- A Team with a responsive, innovative and cost-effective approach as well as a reputation for quality

We appreciate the opportunity to submit our proposal for your consideration on this important program and look forward to your favorable reply. Should you have any questions regarding this proposal, please contact me at (626) 820-1137 ext. 1101 or via email jmdiaz@jmdiaz.com.

Sincerely,
JMDiaz, Inc.

Juan M. Diaz, MBA, PE
President/CEO

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- Fee Proposal

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2. Firm Qualifications and Experience

Company Profile

JMDiaz, Inc. (JMD), a California corporation, offers a full range of transportation planning and civil engineering covering highways, roadways, land development, traffic, rail and transit projects for local agencies, schools, railroads and private entities in California.

Originally founded by Juan M. Diaz in 2001, JMD is serving clients from its office in City of Industry, California. Currently, JMD has a staff of 28 professionals and administrative staff.

Through the proven experience of its professionals and technical staff, JMD has earned a reputation of quality, commitment and responsiveness by providing innovative and timely design solutions on projects sponsored by private developers and public agencies. JMD's reputation is complemented by its values and commitment to improve quality of life as expressed in its mission statement:

"To provide responsive, innovative and effective solutions that improve quality of life."

In addition to its comprehensive qualifications, JMD is also certified with local agencies as a:

- Community Business Enterprise (CBE)
- Disadvantaged Business Enterprise (DBE)
- Local Small Business Enterprise (LSBE)
- Minority Business Enterprise (MBE)

Services

JMD offers a wide range of services covering planning, engineering and management for public and private sector clients. These services, outlined to the right, cover all phases of project development from conceptual design through construction. Such depth of services is one of JMD's unique and distinguishing characteristics that have contributed to its success.

Federal Tax ID: 20-2267311

Location

JMD's primary office is located at the address below:

- *Los Angeles County*
  18645 E. Gale Avenue, Suite 212
  City of Industry, CA 91748
  Phone (626) 820-1137 ● Fax (820) 820-1136

JMD's Services

Planning

- **Civil**
  Master Plans
  Concept Design
  Feasibility Studies
- **Highways**
  Project Study Reports
  Project Reports
- **Land Development**
  Master Plans
  Traffic Impact Studies
- **Traffic**
  Traffic Impact Studies
  Warrant Analysis
- **Rail**
  Rail Corridor/Feasibility Studies
  Rail Safety Studies/Grade Crossing Analysis
  Quiet Zones
- **Structures**
  Grade Separation Feasibility Studies

Engineering

- **Highway/Roadway Design**
  Mainlines/Ramps/Interchanges
  Roadway Rehabilitation/Streetscapes
  Bikeways/Trails
- **Land Development**
  Residential/Commercial Sites
  Campus Expansions/Master Plans
- **Rail Design** (HSR, Light, Commuter & Freight)
  Mainline/Industry/Shoofly Alignment
  Grade Crossings/Stations/Quiet Zones
- **Structures**
  Rail/Highway Grade Separations
  Pedestrian Bridges
- **Traffic/Transit Design**
  Signing and Striping
  Traffic Signals/Lighting/Traffic Control
  Rail/Bus Rapid Transit Corridors
  Stations/Parking Facilities

Management

- Project/Program Management
- Municipal Engineering
- Staff Augmentation
- Construction Management and Inspection

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Additional Offices

JMD takes pride in serving clients throughout Southern California. In addition to our Los Angeles County office, JMD has two (2) additional offices, with no planned office closures.

- *Orange County*
  333 City Boulevard West, Suite 1700
  Orange, CA 92868
  Ph (714) 627-2447 ● Fax (714) 938-3255

- *San Diego County*
  402 West Broadway, Suite 400
  San Diego, CA 92101
  Ph (619) 595-3120 ● Fax (619) 595-3150

JMD's Ownership

Founded in 2001 as a sole proprietorship and incorporated in 2005, JMDiaz, Inc. (JMD) is 100% Hispanic-owned by Juan M. Diaz, the firm's Chief Executive Officer.

JMD's Financial Strength and Stability

Since 2001, JMD has been a growing engineering company properly managed to maintain stability, innovation, cost effectiveness and responsiveness. Stability is assured through managed growth whereby resources are made available to meet client needs. JMD is a pioneer leading some of the most innovative projects including the enhancement of safety and visibility at grade separations, grade crossings and the development of quiet zones. Cost effectiveness is made possible by effectively monitoring resources and expenses and passing on achieved savings to clients by way of offering the lowest overhead costs in the industry. Most importantly, is JMD's responsiveness, which is made possible through effective project management and commitment to meeting project objectives within schedule and budget. The net result is a successful organization, growing through repeat business, leading projects as a prime consultant and successfully competing with the largest firms in the nation.

Bankruptcy and Pending Litigation

JMD is in good standing with the California Secretary of State and is not a subsidiary of any other firm or entity. In addition, JMD is financially strong, with minimal debt, and without bankruptcy, pending litigation, termination of contract "for cause", planned office closures or impending mergers. In addition, JMD's Dun and Bradstreet Class 1 credit rating of 2R3 is considered a strong credit rating.

JMD's strength in completing the subject RFP scope of services is reinforced by its increasing project contract values currently yielding $3,000,000 in fees annually. Most importantly, however, is JMD's earned trust among its clients who seek responsiveness and competence regardless of size of firm. In fact, JMD has been retained by several agencies to complete projects partially or unsatisfactorily completed by other firms.

Overall, JMD has earned a reputation of quality, commitment and responsiveness by providing innovative and timely design solutions on projects sponsored by public agencies and private developers.

JMD staff have a proven record of meeting client schedules even when such schedules are extremely tight and involve deadlines. Our project references are our best testament to JMD's responsiveness.

Point of Contact

Juan M. Diaz, MBA, PE, President/CEO is JMD's point of contact. He is the individual authorized to negotiate contract terms and enter into legally binding commitments. He can be reached via telephone at (626) 820-1137 Ext. 1101, or via email at jmdiaz@jmdiaz.com.

Subconsultants

The JMD Team is comprehensive and offers a wide spectrum of services complemented by multidiscipline capabilities and local experience to meet all aspects of the City's requirements. Our team includes the following reputable subconsulting firms:

Firm	Role
Coast Surveying, Inc.	Surveying/Mapping
FHA, Inc.	Surveying/Mapping

Firm details and contact information for each proposed subconsultant are located in Section 3: Key Personnel and Experience.

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JMD's Experience Serving the South Bay Cities COG, LA Metro and Caltrans

JMD has an extensive history working with the South Bay Cities COG, LA Metro and Caltrans on regional projects involving funding by each agency as follows:

- South Bay Cities COG – JMD is currently leading the design team responsible for widening about 0.68 miles of Alameda Street in the community of Wilmington and entrance to the Ports of Los Angeles and Long Beach. This project is funded by SBCCOG and Federal Funding through Metro's 2013 Call for Projects Program. Total funding so far is $16M with a total goal of $44M.
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JMD assists its clients with completing funding applications, monitoring and coordination with various agencies involved including adherence to Caltrans Local Assistance Procedures Manual (LAPM), when applicable.

Approach to Deliverables

JMD is highly experienced in providing civil engineering services to local agencies and understands its importance in transportation planning, design, traffic operations and maintaining access during construction. As such, JMD's arsenal of services cover duties, licenses and certifications, term of service and traffic engineering project types many of which interface with other disciplines

Our approach to a typical City "On-Call" program is to meet early with the City staff and other impacted agencies, if applicable, in order to establish scope, schedule and process. Once we have prepared the final scoping documents and are issued a Notice to Proceed, we will begin the preliminary phase of the project, which typically consists of research and data collection, utility identification, coordination and investigation; field surveying and topographic mapping; identification of facilities to be modified or replaced; and preparation of any required design reports and preliminary plans for the proposed improvements. If right-of-way or easements are required, a preliminary right-of-way map will be prepared showing parcels to be acquired and conceptual modifications to existing property.

JMD will utilize existing information available from previous studies, reports, investigations and analyses as a basis to begin any study and/or design work. This information will be augmented and updated, where required. Because they are typically on a project schedule's critical path and may require substantial lead time, the following tasks will begin immediately upon receipt of Notice to Proceed:

- Research and Data Collection
- Secure Permits Required for Access to the Project
- Utility Identification and Coordination
- Identification of Right-of-Way Requirements
- Determine Environmental Requirements

Communication and Coordination



JMD will meet with the City of Corona functional unit staff responsible for review of a specific element of the conceptual and preliminary plans as we are working on them. Draft copies of this work will be submitted for significant work items before the milestone submittal date with follow-up meetings to solicit input. This early coordination gives us a clear understanding of what the functional unit reviewers expect while giving the reviewers a preview of what will be submitted before actual submittals are made.

Design of transportation improvements on existing facilities in typically urban settings presents some unique issues and requires experienced design techniques. Based on our past experience, we understand the complexity of retrofitting existing transportation facilities while maintaining basic services, traffic flow and minimizing impacts to the

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roadway user. Specific items related to typical transportation improvement projects may include:

- Utility location
- Utility relocation
- Existing conditions and compliance with current standards (knowing when to upgrade existing facilities to current design standards and that impact on the project schedule and costs)
- Construction staging
- Construction traffic control
- Permits and approvals

Typically, City transportation improvement projects are in urban settings and may involve multi-agency approvals. This requires planning, communication and follow through to successfully secure consensus and process approvals through impacted agencies.

We believe that the success of any project will depend up adequately addressing these key issues during the project development process and preparation of the preliminary and final plans, specifications and estimates (PS&E) package. Once the preliminary phase work tasks have been completed, reviewed and approved by the City, County, Caltrans and any impacted agencies, JMD will incorporate comments and begin work on the final phase, which includes the final PS&E. In addition to the Geometric Approval Drawings (35%), we anticipate making two review submittals (65% and 90% PS&E) and the Final (100%) PS&E package will be submitted after all reviews and approvals have been completed.

Work Plan

JMD's work plan is based on providing responsive, innovative and effective solutions following a *Service-Oriented* approach designed to keep the City informed throughout each effort.

The basic components of JMD's work plan are project/task definition and implementation.

Project/Task Definition

Successful delivery begins with accurate project/task definition. JMD will meet with City staff early to define and verify the City's expectations for each task or project and our proposed scope, schedule and process.

Project/Task Implementation

Successful delivery requires a well planned and executed implementation. Due to the variety of possible tasks and projects that may be developed, JMD's technical oversight tasks will consist of on-site and off-site support tasks.

On-Site Tasks
On-site tasks will consist of tasks performed at the City with the understanding that staff will be based at JMD's Industry office.

Off-Site Tasks
Off-site tasks will consist of tasks or projects to be performed at JMD's office in the City of Industry. Such tasks, outlined in the enclosed rate schedule, may include performing reviews, analysis and design in support of projects identified by the City.

Once we are issued a Notice to Proceed, we will begin three initial tasks including: 1) collection of existing conditions via field reviews and photo logging; 2) letters of notification will be sent to impacted utility owners requesting verification of existing facilities and proposed improvements; 3) preparation of a preliminary base map which will be utilized to develop and validate an understanding of the conceptual plans and for use as the base plan sheets for plan preparation. JMD will present the base map to the City during a brief job walk to identify existing constraints and define or adjust the proposed improvements. The purpose of this jobwalk will be to make adjustments in the phasing and to verify and finalize the specific improvements to be designed based on the availability of project funding.

After approval of the conceptual/preliminary plan sheets by the City, JMD will proceed with preparation of the final improvement plans for each respective phase when authorized to proceed by the City. Plans will be prepared to include title sheet, typical sections and details, roadway, grade crossing, signing and striping, traffic signal modifications, interconnect, street lighting and traffic control plans, as appropriate. JMD will prepare and submit a bid item list and opinion of probable construction cost for City approval.

All plans will be provided in CAD format along with digital files for future use by the City. Specifications, bid items and construction cost estimates will be prepared in MS Word/Excel formats, as appropriate.

JMD will utilize existing information available from previous plans, studies, reports, investigations and analyses as a basis to begin any design work. This information will be augmented and updated, accordingly. Because they are typically on a project

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schedule's critical path and may require substantial lead time, the following tasks will begin immediately upon receipt of Notice to Proceed:

- Research and Data Collection
- Utility Identification and Coordination
- Identification of Right-of-Way Requirements

JMD will meet with City staff responsible for review of design elements of the 35%, 65%, 95% and 100% plans as we are working on them. Draft copies of this work will be submitted for significant work items before the milestone submittal date with follow-up meeting to solicit input. This early coordination gives us a clear understanding of what the reviewers expect while giving the reviewers a preview of what will be submitted before the actual submittal is made.

Design of transportation improvements on existing facilities in typically highly urban setting presents some unique issues and requires experienced design techniques. Such issues may include:

- Utility location/relocation
- Compliance with current standards
- Construction staging and traffic control

We believe that the success of any project will depend on adequately addressing key issues during the project development process and preparation of the preliminary and final plans, specifications and estimate (PS&E) package.

Scope of Work

Traffic Engineering

JMD will provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.
- Preparation of signing, striping, signal modifications, detour, and traffic control deisgn.
- Preparation of special traffic studies.
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

Management Plan

Our Management Plan, applicable to on-site and off-site tasks, consists of three primary components, namely, People Management, Project Management, and Quality Management. The first focuses on leading the team to achieve the desired project objectives. The latter two consist of using appropriate project controls to effectively manage the project deliverables, schedule and budget. A typical project would be managed in accordance with each component to meet the City's objectives in a timely manner. Each one of these components is briefly discussed below.



People Management

People management consists of team leadership through effective planning, staffing, and communication as discussed below.

Planning

After our kickoff meeting with the City, we will hold an internal team meeting to discuss the project's objectives, milestones, staffing needs, schedule, and task responsibilities. Our goal will be to establish a realistic plan to meet all project requirements.

Staffing

During our internal team meeting, we will prepare a team staffing plan to ensure the right people are available at the right time for each project or task.

In addition, the JMD Team is committed to delivering quality and timely services within the City's time and budget goals. We have added multiple professionals to work as squads and manage multiple projects conveniently. In addition, we have provided sufficient resource capacity to perform the projects or tasks in a timely manner, and confirm that the key personnel proposed for the project will be available for the duration of the project.

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Communication

The Project Manager will work closely with each task leader to develop the proposed submittals in accordance with the project requirements. Through the use of telephone conferencing, faxes, and e-mails, the project team will discuss project issues, progress and reviews on a periodic basis to meet each project milestone. The ultimate objective is to lead the team to the desired objectives through effective and timely communication.

Our Project Manager's experience with the City and staff augmentation programs confirms that the best way to minimize delays and address unforeseen problems is to proactively communicate with the City's Project Manager (PM) to alert him or her of potential issues. In addition, often the City PM is so involved on other projects that he or she may not effectively communicate changes in the City's position or direction regarding a project. These situations can be avoided with proper communication and documentation through meetings, email and telephone conversation minutes.

Project Management

For the project development work, we propose to use a Project Management and Control System that we have used successfully on similar multi-disciplined transportation infrastructure design projects. The monitoring and controlling of schedules and budgets will provide a means to ensure that the proposed work plan is implemented effectively in an efficient and timely manner.

The core of JMD's system is a monthly Project Management Report comprised of two sections:

Design Status Report - Arranged by task, this report discusses budget and schedule; design problems which need to be resolved; coordination required between the project team, the client staff and other agencies; and actual versus planned progress.

Project Control Report - This is a computerized report which tracks budget and schedule and is refined and customized to meet the specific project needs. This report is issued monthly, but can easily be produced more often, if required, for more frequent project control.

It is critical that the project management system be flexible and able to accommodate scheduling adjustments that may occur. JMD's system requires the Project Manager to re-plan the project, as necessary, to reflect an accurate and up-to-date schedule. In the event of a schedule shift, a recovery plan will be developed and implemented to either meet the original milestone dates or other dates mutually agreed to by the City and JMD. The schedule will provide a tool with which the Project Manager can closely monitor the scheduled timing of each task and permit overall management control of the project.

Project Scope, Schedule and Cost Control



The monitoring and controlling of project scope, schedule and cost will provide a means to ensure that the proposed work plan is implemented in an efficient and timely manner.

Initially, the scope of work will be carefully negotiated with the City to ensure that we understand your intent and expectations for the project. The negotiated scope will be translated into a written format with identified budgets, milestones and deliverables. Anticipated exclusions and items to be provided by the City, Caltrans and other public agencies will be defined, reviewed and discussed. A detailed project schedule will be developed that outlines the significant project milestones and their estimated completion date based on our experience with similar projects with local agency oversight and approval. Control of scope, schedule and cost will be achieved using the following Project Management Control System that JMD managers are using successfully on similar projects. The core of this system is a monthly Project Management Information System comprised of the following three elements:

Critical Path Method (CPM) Schedule

JMD has in-house staff with expertise in Microsoft Project Planner. A comprehensive project schedule will be initiated by our Project Manager and will serve as the controlling document for tracking progress of the work. This schedule will form the framework for measuring our actual performance to planned performance and can be used for periodic updating of the City's work plan and financial planning. The project team will meet prior to beginning work on the project to collectively determine the smaller work tasks required to complete the major work activities as established in the scope of work. A sequencing plan of these smaller work tasks, using precedence format, will be developed which, in turn, will determine the overall schedule. The series of work tasks and resulting schedule will be diagrammatically exhibited as a Critical Path Method (CPM) flow chart.

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This flow chart, which high- lights the critical path, will be used to determine the intermediate project milestones.

Project Control Report
Prior to beginning the project, the Project Manager will prepare the Project Control Document which defines major tasks, subtasks, milestone submittals and task budgets. This information is entered into our centralized accounting system that will provide the Project Manager with a weekly report of project budget status based on weekly time cards and direct expense information. The Project Manager will estimate project completion weekly and compare his estimate with the actual project expenditures to date. This comparison gives him a "snapshot" project cost evaluation on a weekly basis. The Project Manager, with assistance from the Project Engineers and subconsultants, will prepare a monthly cost-to-complete estimate that is a valuable tool in keeping the project on budget and validating the Project Manager's estimate of project progress.

Project Status Report
Arranged by task, this bi-weekly internal report discusses budget and schedule; project issues which need to be resolved; coordination required between the project team, City staff and other agencies; and actual versus planned progress.

Quality Control/Quality Assurnance

Quality Control/Quality Assurance (QA/QC) is a process that begins with the preparation of the proposal and signing of the contract. Understanding Metro's requirements and expectations is the first step in providing a quality project.

JMD has developed an office environment and philosophy which encourage quality. Our quality assurance program includes preparation of a Quality Control (QC) Plan for each individual project which specifies the responsibilities, requirements and procedures for quality control. The plan is modeled after the ASCE publication, "Quality in the Constructed Product," is flexible, and can be modified to respond to specific client requirements. The functions of JMD's quality assurance program:

- Establish a quality review team for the project. The quality review team is responsible for monitoring adherence to procedures and practices by:

  a. conduct surveillance of project activities together with reviews of documentary evidence of their performance,
  b. verify calculations and other analytical work,
  c. provide independent auditing to check that the quality control and technical procedures are being properly implemented and followed,

- Define the duties and responsibilities of those personnel in the organization having significant quality assurance responsibilities (i.e., Principals, Project and QA/QC Managers).
- Provide value engineering to avoid unnecessary project costs.

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3. Key Personnel and Experience



The JMD Team offers a comprehensive mix of management insight and multidiscipline technical expertise to successfully anticipate and handle the various needs of the City's program. Our team offers the following capabilities for the City of Corona:

Meet our Project Manager



Mr. Steven Itagaki, PE, TE, PTOE, *a registered Professional Engineer and Traffic Engineer*, will serve as the Project Manager for the Traffic Engineering discipline. Mr. Itagaki has over 34 years of professional engineering experience in public and private sectors. He is responsible for providing professional traffic engineering services and has also served as Project Manager and City Traffic Engineer for various cities in Southern California and has coordinated traffic signal timing and service requests with Los Angeles County on behalf of those cities. As Project Manager – Traffic Engineering, Mr. Itagaki will be the principal contact with the City and other entities per the City's direction. He will also be responsible for coordinating staff activities, coordinating meetings, project strategy, and will oversee traffic engineering work from project inception to completion. With his extensive background and experience on other positions similar to this one, Mr. Itagaki is the ideal candidate for the City. He can be contacted at (626) 820-1137 Ext. 1202 or via email at sitigaki@jmdiaz.com.

Highlights:

- 34 Years of Traffic Engineering Experience
- Previously served as Traffic Engineer for Various Cities
- Extensive Multi-Discipline Experience

Proposed Organizational Chart

The JMD team, illustrated in the organizational chart in Figure 1 on the following page, consists of a "team of resident project representatives" to handle project needs in a strategic manner.

JMD TEAM BRINGS THE CITY:

- Project Delivery – Project history and state of the art solutions to start running for timely delivery to benefit all parties.
- Constructability – A Team with a record of minimal to no change orders.
- Comprehensive Service - A turnkey strategy focused on project delivery while assisting City staff with project coordination and reporting.
- Innovation and Value – Innovative, cost effective and responsive solutions

Labor Resources and Availability

Our team's staffing capacity, current workload and time available to assist the City with this important project are listed in detail in Table 1 following the organizational chart. The JMD Team is built on the notion of offering our best talent to ensure the City receives the optimal value. In addition, our proposed staff are highly committed and available to assist the City and this project without interruption from start-up to completion.

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Figure 1 – Proposed Organizational Chart

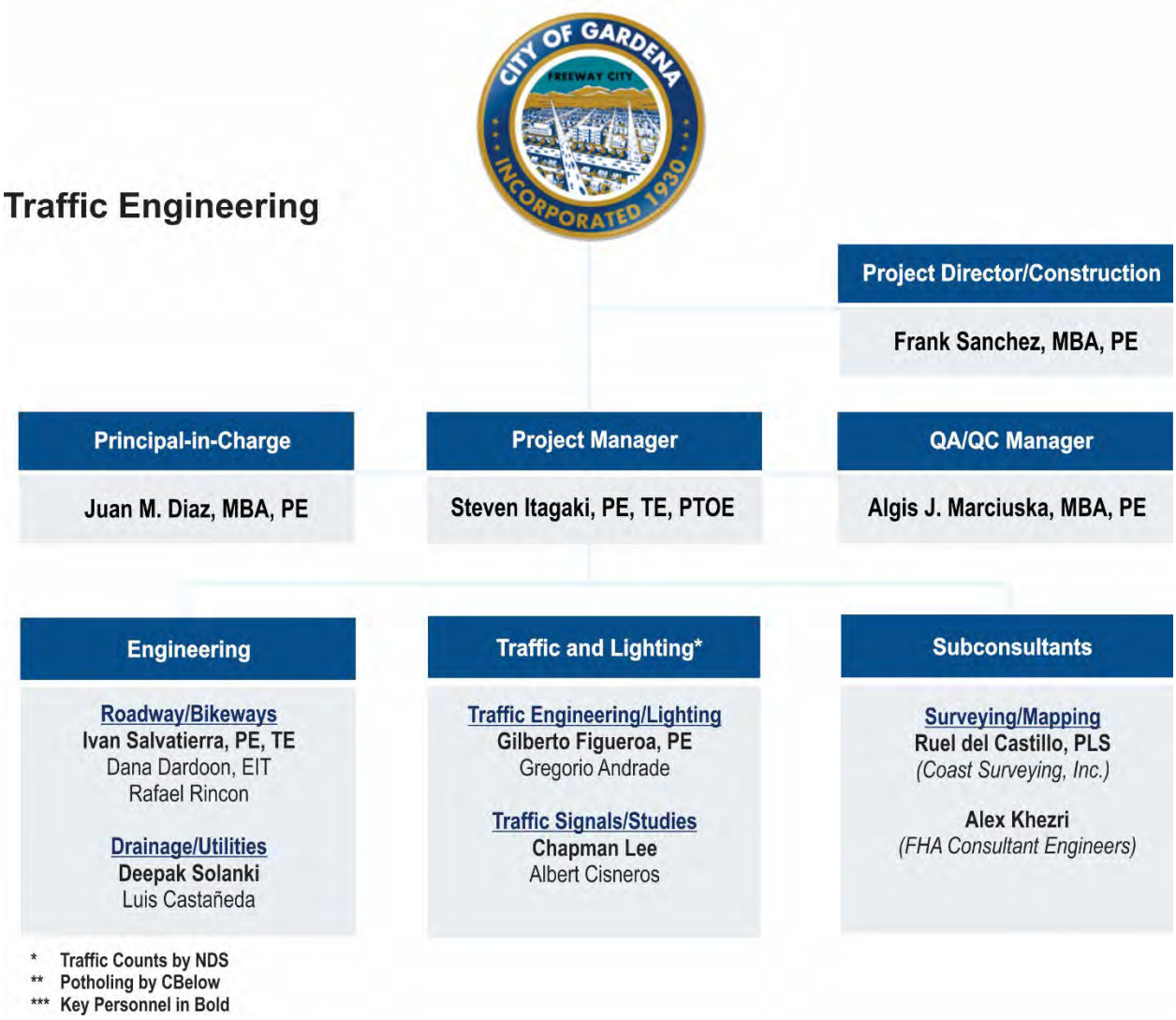

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Table 1 – Key Personnel Roles/Current Workload/Availability

PERSONNEL / PROJECT ROLE	CURRENT WORKLOAD	AVAILABILITY
Key Personnel		
Juan M. Diaz, MBA, PE Principal-in-Charge	▪ Alameda Street, City of Los Angeles (15%) ▪ Compton Boulevard Rehabilitation (15%) ▪ Administrative and Marketing (10%)	60%
Steven Itagaki, PE, TE, PTOE Project Manager	▪ Glendora Contract Traffic Engineer (20%) ▪ Radio Road At-Grade Railway Crossing (15%) ▪ Alameda Street, City of Los Angeles (15%)	50%
Algis Marciuska, MBA, PE QA/QC Manager	▪ Glendora Staff Augmentation Services (30%) ▪ Pico Rivera Staff Augmentation Services (20%)	50%
Frank Sanchez, MBA, PE Project Director/Construction	▪ Miscellaneous Projects (30%)	70%
Ivan Salvatierra, PE, TE Roadways / Bikeways	▪ Metro Purple Line Extension, LA Metro (10%) ▪ Alameda Street, City of Los Angeles (20%) ▪ Norwalk Zone 3, Local Streets Rehabilitation (20%)	50%
Gilberto Figueroa, PE Traffic Engineering / Lighting	▪ Glendora Contract Traffic Engineer (20%) ▪ Radio Road At-Grade Railway Crossing (15%) ▪ Alameda Street, City of Los Angeles (15%)	50%
Deepak Solanki Utilities Engineer	▪ Glendora On Call Engineering Services (25%) ▪ Brea On-Call Engineering Services (25%)	50%
Gilberto Figueroa, PE Traffic Signals	▪ Miscellaneous Projects (50%)	50%
Chapman Lee Traffic Studies	▪ Miscellaneous Projects (50%) ▪ Radio Road At-Grade Railway Crossing (10%)	40%
Ruel del Castillo, PLS (Coast) Surveying/Mapping	▪ Miscellaneous Survey Projects (60%)	40%
Alex Khezri (FHA) Surveying/Mapping	▪ Miscellaneous Survey Projects (60%)	40%

Resumes for key personnel, including education, experience and applicable professional credentials, are located in the Appendix.

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Subconsultants

The JMD Team includes responsive firms, listed below, with extensive local knowledge and experience to assist the City with the proposed project:

Firm	Role
Coast Surveying, Inc.	Surveying/Mapping
FHA Consulting Engineers	Surveying/Mapping

Role: Surveying/Mapping

Coast Surveying, Inc. (Coast)	
Office Location	15031 Parkway Loop, Suite B Tustin, CA 92780-6527
Contact Person	Ruel Del Castillo, PLS (714) 918-6266 ruel.decastillo@coastsurvery.com

JMD has contracted Coast Surveying, Inc. (CSI) to provide Surveying and Mapping services.

Coast Surveying, Inc. (Coast), a California Corporation, was founded in 1981. Coast specializes in surveying, mapping, aerial photogrammetry, and right-of-way mapping. Approximately 95% of the firm's work is performed for public agencies throughout the southern California region. The firm currently has on-call contracts with the cities of Anaheim, Buena Park, Newport Beach, Santa Fe Springs, Yorba Linda, Eastvale, Irvine, Menifee, and other various agencies, including the County of Orange, El Toro Water District, Yorba Linda Water District, and San Bernardino Valley Water Conservation District.

Coast is certified DBE, SBE, and MBE and currently has a staff of 22 with five highly qualified and professional licensed land surveyors.

Coast prides itself on completing complex, challenging projects on time and within budget without sacrificing quality. CSI has consistently met its obligations for project schedules and has an excellent record of staying within estimated budgets.

Role: Surveying Services

FHA Consulting Engineers	
Office Location	13621 Espirit Way Irvine, CA 92620
Contact Person	Alex Khezri Project Engineer (949) 838-6629 akh@fhacengineers.com

FHA Consulting Engineers (FHA), is a small and well-established civil engineering firm offering professional land surveying and mapping services, and Highway & Traffic Engineering Services throughout California. Formed in January 2003, FHA applies state-of the-art land surveying techniques and instruments to produce high quality products that can be relied on for further use by its public sectors and private clients.

FHA has and continues to successfully work on various public work projects for public sectors and private clients throughout California. Land Surveying and Mapping Services that FHA offers are as follows:

- GPS Control Surveying
- Architectural Design Surveying
- Transportation Surveying
- Topographic Survey
- Horizontal and Vertical Control
- Design and Construction Surveying
- A.U.L.T.A.
- Boundary Survey

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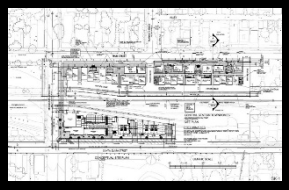
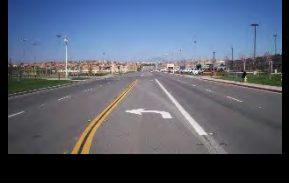
4. Similar Projects/Services

JMD's Project Experience

JMD and its staff have unique qualifications and an extensive history providing on-site and off-site traffic engineering services and training to numerous agencies in Southern California. Through its comprehensive qualifications covering traffic analysis, traffic (signing, striping, traffic signals and traffic control) design, state of the art ITS solutions and lighting expertise for multimodal facilities, JMD has been providing timely assistance and expertise to regional transit and local agencies.

The Table 2 below outlines JMD's expertise and project experience, followed by detailed project descriptions with contact reference information.

Table 2 – JMD Project Experience

Project Type	JMD Project Experience	
Signal Timing	• San Bernardino Valley Tier 3 and 4 Traffic Signal Synchronization Project, City of Redlands • Firestone Avenue and Santa Fe Avenue • Firestone Avenue and Long Beach Avenue • Firestone Avenue and California Avenue • Firestone Avenue and Otis Street	
Warrant Investigations for Signal and Turn Lanes	• Azusa Avenue/Temple Avenue Dual Right Turn Lanes, City of Industry • Las Tunas Dr./Mission Dr. Traffic Signal Modification, City of San Gabriel • Tweedy Boulevard and San Vincente Avenue Traffic Signal Warrant • Firestone Blvd Capacity Enhancement - Alameda St. to Hunt Ave. • Imperial Highway Medians – Garfield Ave to Old River School Road	
Safety Studies	• Elrovia Avenue Speed Hump Study, City of El Monte • Traffic Safety Crosswalk Improvements at Cienega Ave, City of Covina • Traffic Signal Safety Improvements Citywide, City of Pico Rivera • Mixed-Use Development RR Safety Study, Fillmore (United Shah Corp.) • Central Town Homes Railroad Safety Study, Fillmore (Cabrillo Economic Dev. Corp.)	
Traffic Studies	• Sepulveda Boulevard Traffic Impact Study • PEIR – District 29 Water System Master Plan (Traffic & Transportation) • Fullerton Road Grade Separation Traffic Management Plan • San Gabriel Trench Traffic Management Plan • State College Boulevard Grade Separation Traffic Impact Study/PSRE	
Traffic Signal Improvements	• Traffic Signal Modifications at two Intersections, City of Santa Clarita • Gene Autry Trail Traffic Signal, Palm Springs USD Operations Center • Imperial Hwy - Telegraph Road Traffic Signals, City of La Mirada • Baldwin Park Two Traffic Signals, City of Baldwin Park • Kimball Ave Traffic Signal & Intersection Improvements, City of Chino	
Signing and Striping	• ERUSD Closed Schools S&S Modifications, City of Pico Rivera • Patricia Birdsall Sports Park S&S Improvements, City of Temecula • Main St Signing & Striping for San Gabriel Trench, City of San Gabriel • Crossroads Parkway So. Signing & Striping Improvements, City of Industry	

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Project Type	JMD Project Experience	
Street Lighting	• 14-15 Street Light Improvements, City of Newport Beach • Westcliff Street Light Improvement Project, City of Newport Beach • Cypress Street Lighting, City of Irwindale • Hollenbeck Park Lighting, City of Covina • Glen Helen Parkway Street Lighting, County of San Bernardino • Fullerton Road Grade Separation, Alameda Corridor East	
ITS	• Countywide ITS Inventory Data Collection, LACMTA • S. Bernardino Valley Tier 3&4 Traffic Signal Synchronization, SANBAG • SMART Corridor (ATSAC System) Inventory, LADOT - Pico Boulevard (6 miles) - Venice Boulevard (6 miles) - Washington Boulevard (6 miles) - Olympic Boulevard (6 miles)	
Safe Routes to School	• Citywide SRTS Traffic Signal Safety Improvements, City of Pico Rivera • El Monte Cycle 2 Safe Route to Schools, City of El Monte • El Monte Cycle 8 Safe Route to Schools, City of El Monte • El Rancho USD, Safe Routes to Schools, City of Pico Rivera • Safe Routes to Schools, City of San Gabriel	
Parking Facilities	• East Fourth Street Parking Lot, City of Oxnard • Immanuel First Lutheran Parking Lot, West Covina • Oxnard Transportation Center Long-Term Parking Lot • Metrolink Station Parking Structure, City of Covina • Central Business District Parking Feasibility Study, City of Oxnard • City Hall New Parking Lot Lighting Improvements, Pico Rivera	
Streetscapes	• Central Avenue PSRE, City of Compton • Santa Ana Street Project, City of Anaheim • Eastside LRT Access Project, LACMTA • Cypress Street Lighting, City of Irwindale • Sepulveda Boulevard Corridor Improvements, City of Manhattan Beach • Market Street Project, City of Inglewood	
Bikeways	• SBCCOG (El Segundo) Bikeway Project, City of El Segundo • La Habra UPRR Bikeway Project, City of La Habra • Oxnard Boulevard Bicycle and Pedestrian Facility, City of Oxnard • Bikeway Crossing Over Los Angeles River, City of Los Angeles • San Fernando Valley Bike Trail, Metrolink	
Rail/Transit	• Metrolink - Lilac to Rancho Double Track Project, SANBAG • Eastside LRT Station Access Project, Phase 2, LACMTA • Homeland Security Kiosks (Subway & LRT Stations) Project, LACMTA • Placentia Metrolink Station, OCTA • Pedestrian and Metrolink Station Improvements, City of Covina • 710 Gap – BRT Alternative, LACMTA • Wilshire BRT Project, LACMTA	

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A summary of JMD's relevant experience includes many agencies illustrated and described below.



On-Call Project Management and Traffic Engineering Services, City of El Monte

JMD is currently providing on-call project management and traffic engineering services to the City of El Monte including planning, organizing, supervising, and performing a variety of field and office traffic engineering work; providing planning, design, and construction support for Public Works capital improvement projects; reviewing and providing plan check comments on plan submittals with traffic impacts; reviewing and performing independent technical studies; and perform related duties as assigned.

Client:	City of El Monte
Reference:	Lee Torres,PE, City Engineer 11333 Valley Boulevard El Monte, CA 91731-3293 (626) 580-2055 Tel. ltorres@elmonteca.gov
Duration:	2023-Ongoing
Personnel:	J. Diaz, S. Itagaki, I. Salvatierra, C. Lee

Traffic Engineering Services, City of El Segundo

JMD provided on call and staff augmentation services to the City of El Segundo including traffic control and operations, speed studies and design for roadways, traffic signals, bicycle and pedestrian facility planning and design, and miscellaneous traffic engineering assistance. These projects/tasks included the following projects:

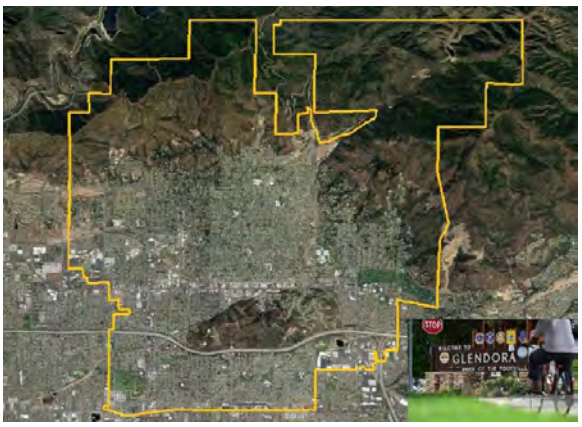
- Rosecrans Avenue Signing and Striping
- Citywide Class 3 Bikeway Design
- City Facilities Signing and Striping
- Sepulveda Blvd Street Name Sign TCP
- Pacific Coast Commons TIA Review
- Street Closure Barrier Assessment
- El Segundo Blvd Parking Pilot Assessment
- Nash Street Plan Check Review

Client:	City of El Segundo
Reference:	Lifan Xu, PE, City Engineer 350 Main Street El Segundo, CA 90245 (310) 524-2368 Tel. lxu@elsegundo.org
Duration:	2018-2021
Personnel:	J. Diaz, S. Itagaki, G. Andrade, I. Salvatierra, G. Figueroa

Staff Augmentation Services, City of Glendora

JMD is currently providing municipal staff augmentation services including analysis, design, construction management and inspection services for capital improvement (CIP) projects throughout the City including pavement rehabilitation, intersection widening, parks, water lines and reservoirs. These include:

- Lorraine Ave Water Line and Street Improvement Inspection
- Ada Ave Water Line & Street Improvement Inspection
- St. Vladimir St Water Line and Street Improvements
- Downtown Village Parking Lot Rehabilitation Project
- HSIP Cycle 9 Safety Improvements
- Lorraine Avenue Class II Bike Lane
- Gladstone Reservoir Rehabilitation and Expansion
- Lone Hill/San Dimas Wash Bridge Widening



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Client:	City of Glendora
Reference:	Ms. Maliha Ansari Principal Civil Engineer 116 E. Foothill Blvd. City of Glendora, CA 91714 (626) 914-8294 Tel. mansari@cityofglendora.org
Duration:	2020 – Ongoing
Personnel:	A. Marciuska, D. Solanki, S. Itagaki

On Call Light Rail Engineering Services City of Glendora

JMD provided initial advisory and review services for the Metro Gold Line Foothill Extension, Phase 2B (Azusa to Claremont) on behalf of the City. This included review of track, grade crossings, stations, bridges, grading, drainage, right of way, utility and parking facility improvements within the City.



Client:	City of Glendora
Reference:	Ms. Maliha Ansari Principal Civil Engineer (626) 914-8294 Tel. mansari@ci.glendora.ca.us
Duration:	2020 – Ongoing
Personnel:	I. Salvatierra, S. Itagaki, T. Geary

City Engineering Services, City of Industry

JMD provided on call and staff augmentation services to the City of Industry including construction inspection, studies and design for roadways, traffic signals, railroad crossings and rail/highway grade separations. These projects/tasks included the following:

- Intersection Widening and Grade Crossings
- Traffic Signals and Timing
- Citywide Accident and Hot Spot Monitoring
- TMC & CIP Development / City Traffic Model
- Safety Improvements and Grade Separations



Client:	City of Industry
Reference:	Alex Gonzalez (formerly with the City) Dir. of Development Services & Admin. (626) 319-8442 Tel. agonzalez42@sbglobal.net
Duration:	2016-2019
Personnel:	J. Diaz, I. Salvatierra, K. Farrahi

On Call Traffic Engineering, City of South Gate

JMD provided on call traffic engineering services and acting in the capacity of City Traffic Engineer. Duties include planning, organizing, supervising, and performing a variety of field and office professional traffic and civil engineering work; planning, designing, and reviewing construction of Public Works projects; review and comment on plan submittals with traffic impacts; supervising or performing technical studies; serving as project engineer for major capital traffic and transportation improvement projects; and performing related duties as required. JMD provided planning, coordination, supervision and performed complex analytical work in engineering for environmental, water, sewer, street, traffic, transportation, and other development projects and programs including:

- LT Phasing for 4 Traffic Signals on Firestone
- Firestone Capacity Enhancement (476-TRF)
- Miller Way - TC Plan Review
- Garfield/Firestone - Catellus Development TIS
- Firestone/El Paseo Traffic Study
- Atlantic/Firestone Phase 2 Design
- LAUSD School Schedule - Coordinate traffic signal timing (4 schools)
- Tweedy/San Vincente - Traffic Study, flashing crosswalk, traffic counts
- Paramount Blvd/Somerset Ranch Dev. Traffic Impact Study
- Engineering &Traffic Survey Update
- Firestone/L.A. Bridge Widening
- Imperial Hwy Median (412-ST)
- Somerset Ranch/Paramount - Lane Assignment
- Garfield/Imperial Pavement Rehabilitation

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Client:	City of South Gate
Reference:	Arturo Cervantes, P.E., DPW/City Eng. (323) 563-9512 Tel. acervantes@sogate.org
Duration:	2014-2019
Personnel:	S. Itagaki, J. Diaz, I. Salvatierra

On-Call/Staff Augmentation Municipal Engineering Services – City of San Gabriel

JMD provided on-call traffic engineering services to the City of San Gabriel. Services included study reviews, plan reviews, and special investigations and studies as well as traffic signal and stop control warrant analysis. Reviewing traffic signal, traffic control, and street lighting plans as well as performing special investigations or studies related to safe route to schools including lighting assessments.

Client:	City of San Gabriel
Reference:	Szeka "Angela" Cheng, PE, City Engineer(626) 308-2825, dgrilley@sgch.org
Duration:	2014
Personnel	S. Itagaki, J. Diaz, I. Salvatierra

Central Avenue Rehabilitation, Phases 1 & 2 City of Compton

JMD provided pavement design services to the City of Compton for the rehabilitation of Central Avenue between 131st Street and Compton Boulevard (Phase 1) as well as between Compton Boulevard and Memorial Park Cemeteries (Phase 2). Tasks included engineering review, geotechnical analysis, pavement design, preparation of plans, specifications and estimates as well as design support during construction.



Client:	City of Compton
Reference:	John Strickland, Project Manager 205 South Willowbrook Avenue Compton, CA 90220 (310) 605-5505 Tel. jstrickland@comptoncity.org
Duration:	2015-2019
Personnel:	J. Diaz, A. Abad

Compton Boulevard, HSIP Cycles 7 and 8 Safety Enhancement Projects, City of Compton

JMD is preparing preliminary and final design plans for safety enhancements, drainage and pavement rehabilitation of Compton Blvd, between the eastern city limit and the western city limit (approximately 3 1/2 miles) in the City of Compton.

The City secured HSIP funds to enhance safety and reconstruct Compton Boulevard citywide. The HSIP is a core Federal-aid program with the purpose of achieving a significant reduction in traffic fatalities and serious injuries on all public roads. The additional improvements will focus primarily on improving safety through roadway paving, which is in poor condition, as well as adding lighting, raised landscaped median islands, and Class II bicycle lanes while enhancing 15 pedestrian crossings, parkways, sidewalks and curb ramps which do not meet ADA standards.

Rehabilitation improvements include existing pavement condition review and geotechnical analysis. The project includes 139 curb ramps to be reconstructed. Close coordination with Metro (funding), UPRR and the California Public Utilities Commission (CPUC) is needed to coordinate grade crossing improvements at Willowbrook Avenue and Alameda Street.

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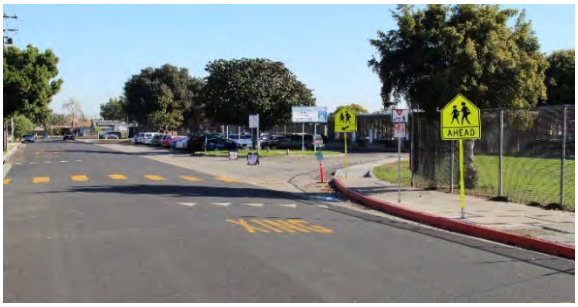
Client:	City of Compton
Contact:	Mr. John Strickland, Project Manager 205 South Willowbrook Avenue Compton, CA 90220 (310) 605-5505 Tel. jstrickland@comptoncity.org
Duration:	2018 - Ongoing
Personnel:	J. Diaz, S. Itagaki, I. Salvatierra, D. Dardoon

Local Streets Rehabilitation Program – Phase I, Zone 8 & 24, Project No. 7924, City of Norwalk

JMD provided construction management and inspection services for the rehabilitation of several residential streets in the City's Zone 8 & 24 in the southeastern portion of the City of Norwalk. The project involved developing pavement design strategies as well as designing street rehabilitation improvements including pavement reconstruction and overlays as well as curb and gutter, sidewalk, driveways, curb ramps, street lighting and traffic signal interfaces. Due to the extremely flat conditions of the area, several ponding areas are being eliminated by adjusting street profiles and providing new compacted subgrade where settlement has occurred. The project involved utility coordination as well as close coordination with the City, local schools and residents in the area.



Client:	City of Norwalk
Contact:	Raymond Velasco, Principal Engineer 12700 Norwalk Blvd, Room 12 Norwalk, CA 90650 (562) 929-5723 rvelasco@norwalkca.gov
Duration:	2020-2021
Personnel:	J. Diaz, I Salvatierra, F. Sanchez

Local Streets Rehabilitation Program – Zones 3, 4, 7 & 31, City of Norwalk

JMD is currently providing design and construction management and inspection services for the rehabilitation of several residential streets for the City of Norwalk's Local Streets Rehabilitation Program, Zones 3, 4, 7 and 31. The project involves developing pavement design strategies as well as designing street rehabilitation improvements including pavement reconstruction and overlays as well as curb and gutter, sidewalk, driveways, curb ramps, street lighting and traffic signal interfaces. The project involves utility coordination as well as close coordination with the City, local schools and residents in the area.



Client:	City of Norwalk
Contact:	Raymond Velasco, Principal Engineer 12700 Norwalk Blvd, Room 12 Norwalk, CA 90650 (562) 929-5723 rvelasco@norwalkca.gov
Duration:	2019-2021
Personnel:	J. Diaz, I Salvatierra, F. Sanchez

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5. References

JMD values its professional client relationships and encourages the City to contact the references listed below.

City of El Segundo	Project Description
Lifan Xu City Engineer 350 Main Street El Segundo, CA 90245 (310) 524-2368 lxu@elsegundo.org	On Call Traffic Engineering Services JMD is currently providing on call and traffic engineering services to the City of El Segundo including all aspects of design services, including developing and completing plans, specifications, estimates, and reports, for traffic engineering services for various improvements.
City of San Gabriel	**Project Description**
Angela Cheng, PE Principal Engineer 917 E. Grand Avenue San Gabriel, CA 91778 (626) 308-2825 scheng@sgch.org	On-Call Project Management/Staff Augmentation Services JMD provided project management and construction administration services on an on-call basis to the City of San Gabriel to assist in Capital Improvement Project (CIP) delivery. Projects included roadway and bus shelter projects throughout the City. JMD also provided on-call traffic engineering services including study reviews, plan reviews, and special investigations and studies as well as traffic signal and stop control warrant analysis.
City of Glendora	**Project Description**
Alison Sweet, RCE (Retired) (Former Director of Public Works/City Engineer) City of Glendora Public Works Department (626) 629-9597 ASweeteng@yahoo.com	On-Call Light Rail Engineering and Services JMD is currently providing staff augmentation services and light rail advisory and review services for the Metro Gold Line Foothill Extension, Phase 2B (Azusa to Claremont) on behalf of the City. Services included performing plan checking, permitting and inspection services for CIP and land development projects. Light rail technical services include review of track, grade crossings, stations, bridges, grading, drainage, right of way, utility and parking facility improvements within the City of Glendora.
City of Brea	**Project Description**
Michael Ho, PE Deputy Director of Public Works/ City Engineer 1 Civic & Cultural Center Brea, CA 92821-5732 (714) 990-7667 Tel. michaelh@cityofbrea.net	On-Call Engineering Services JMD is currently providing on-call engineering services to the City of Brea, involving on-site plan checking, coordination and project management, as well as offsite engineering analysis and design services. Projects include transportation and land development improvements, including entitlement packages.

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Appendix

- Key Personnel Resumes
- Fee Schedule

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- Key Personnel Resumes

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Steven Itagaki, PE, TE, PTOE

Project Manager



Title
Senior Project Manager

Years of Experience
34

Registration
Registered Professional Engineer, CA, #C67470

Registered Traffic Engineer, CA, #TR2394

Registered Professional Traffic Operations Engineer, CA, #2156

Education
- B.S., Civil Engineering, 1991, California State Polytechnic University, Pomona

Affiliations
- American Society of Civil Engineers
- Institute of Transportation Engineers

Mr. Itagaki has over 34 years of civil engineering experience as a Project Manager, Steven has worked on a variety of civil, highway, traffic, rail and transit engineering projects for client cities, outside agencies, private sectors, and California Department of Transportation (Caltrans). Steven has worked on over 20+ traffic projects and has been responsible for managing and preparing plans, specifications and estimates for traffic signal, street lighting, signing, striping and traffic control projects utilizing AutoCAD with AutoTurn, MicroStation, and Lighting Programs AGI32 and Visual. His experience also includes traffic studies and reports utilizing the Highway Capacity Software (HCS), Intersection Capacity Utilization (ICU), Synchro, and SPEEDPLOT.

Relevant Experience

On-Call Traffic Engineering Services, City of El Monte
Serving as *Project Manager/Sr. Traffic Engineer* providing on call traffic engineering services to the City of El Monte including planning, organizing, supervising, and performing a variety of field and office traffic engineering work; providing planning, design, and construction support for Public Works capital improvement projects; reviewing and providing plan check comments on plan submittals with traffic impacts; reviewing and performing independent technical studies; and perform related duties as assigned.

On-Call City Services – City of Pico Rivera
Served as *Project Engineer* responsible for providing civil and traffic engineering services to the City of Pico Rivera on its Capital Improvement Programs and other developments involving roadway, signing and striping, traffic signals, street lighting, and traffic control review and design. JMD also provided special studies services including traffic calming, traffic analysis, circulation studies, signal timing and coordination, warrant analysis, and lighting analysis/design. The following are the projects performed by JMD for the City of Pico Rivera:

- Passons Timing Sheets
- Traffic Engineering Study for El Rancho School District - Crosswalk Revisions
- Traffic Engineering Study for El Rancho School District - Red Curb at three (3) Schools
- Traffic Engineering Study for San Luis Potosi Place - Speed Reduction
- ERUSD/City Hall - Homebrook Street Widening Feasibility Study
- ERUSD Closed Schools - Signing and Striping Modifications
- City Hall - New Parking Lot Lighting Improvements
- Speed Hump Pilot Study

On-Call Traffic Design Services, County of Los Angeles
Serving as *Project Manager/Sr. Traffic Engineer* providing on call traffic design services to the County of Los Angeles including traffic signal synchronization, signing and striping, highway pans, ITS project plans,

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conducting engineering and traffic surveys, PEER and Fact sheets, as well as miscellaneous traffic engineering assistance.

Staff Augmentation (On-Site) – City of South Gate

Served as *Traffic Engineer* responsible for providing professional traffic engineering services and acting in the capacity of City Traffic Engineer. The duties include planning, organizing, supervising, and performing a variety of field and office professional traffic and civil engineering work; planning, designing, and reviewing construction of Public Works projects; review and comment on plan submittals with traffic impacts; supervising or performing technical studies; serving as project engineer for major capital traffic and transportation improvement projects; and performing related duties as required. As City Traffic Engineer, JMD is responsible for planning, coordinating, supervising, and performing complex analytical work in engineering for environmental, water, sewer, street, traffic, transportation, and other development projects and programs.

On-Site Traffic Engineering Services – City of El Segundo

Serving as *Project Manager/Sr. Traffic Engineer* providing on-call and staff augmentation services to the City of El Segundo. Tasks include traffic control and operations, speed studies and design for roadways, traffic signals, bicycle and pedestrian facility planning and design, and miscellaneous traffic engineering assistance. The following are projects performed by JMD for the City of El Segundo:

- Rosecrans Avenue Signing and Striping
- Citywide Class 3 Bikeway Design
- City Facilities Signing and Striping
- Sepulveda Blvd Street Name Sign TCP
- Pacific Coast Commons TIA Review
- Street Closure Barrier Assessment
- El Segundo Blvd Parking Pilot Assessment
- Nash Street Plan Check Review

On-Call/Staff Augmentation Municipal Engineering Services – City of San Gabriel

Served as *Lead Design Engineer* responsible for providing on-call traffic engineering services to the City of San Gabriel. Services included study reviews, plan reviews, and special investigations and studies as well as traffic signal and stop control warrant analysis. Reviewing traffic signal, traffic control, and street lighting plans as well as performing special investigations or studies related to safe route to schools including lighting assessments. The following are the projects performed by JMD for the City of San Gabriel:

- 237 East Las Tunas Drive Traffic Study Review
- 860 East Valley Boulevard TIS
- 508 West Las Tunas Drive TIS Review
- 704-712 West Las Tunas Drive ITS
- 825 East Broadway Dialysis Clinic
- 101 East Valley Boulevard TIS
- 420 East Valley Boulevard SS & TS Plan Review

On-Site Traffic Engineering – City of Glendora

Serving as City Traffic Engineer responsible for providing professional on-call engineering services to the City of Glendora on a task order basis. Services include on-site and offsite services including project management, Foothill Goldline design review, plan checking as well as street, traffic and utility design and construction inspection.

On Call Engineering Services – City of Industry (c/o CNC Engineering)

Served as *Project Manager* responsible for providing civil and traffic engineering services to the City of Industry on its citywide public works projects involving roadway, signing and striping, traffic signals, street lighting and traffic control review and design

Docusign Envelope ID: 72A03CA3-6F7A-4CA5-A0F3-F1DE871F06DA

Juan M. Diaz, MBA, PE

Principal-In-Charge



Title
President/Chief Executive Officer

Years of Experience
38

Registration
Registered Professional Engineer, CA, #C50813

Education
- M.B.A., Business Administration, 1991, California State Polytechnic University, Pomona
- B.S., Civil Engineering, 1986 California State Polytechnic University, Pomona
- A.S., Building Technology, 1982 Don Bosco Technical Institute, Rosemead

Affiliations
- American Society of Civil Engineers
- Institute of Transportation
- American Railway Engineering and Maintenance of Way Association

Mr. Diaz has over 38 years of professional engineering experience in the transportation planning and engineering industry. His extensive expertise in highway, traffic, rail and transit engineering has resulted in his management of major highway and rail transit projects in Southern California. Mr. Diaz has conducted studies and prepared designs for numerous agencies including Caltrans, Metro, SCRRA, OCTA, CPUC, NDOT, County of Los Angeles, County of Orange, and numerous local agencies as well as local railroads throughout California and Nevada. His experience includes the analysis and development of PS&E packages for highway, rail transit and freight rail corridor projects.

As a former Metrolink representative and on-call railroad consultant, his experience in coordination with the CPUC has led to more than 500 at-grade crossing and grade separations within the Metrolink systems. His diverse background and experience along with his strong ability in leading community outreach/consensus building efforts has resulted in his direct involvement in the analysis of train/vehicle/pedestrian circulation issues at rail/highway interfaces including interchanges, grade crossings and stations as well as quality of life projects associated with mitigating noise along rail corridors.

Mr. Diaz is a Cal Poly Pomona faculty as well as youth minister/preacher known for his ability to work and communicate with bilingual communities of all ages on sensitive projects.

Relevant Experience

On-Call/Staff Augmentation Municipal Engineering Services, City of San Gabriel

Served as *Principal* responsible for providing on-call traffic engineering services to the City of San Gabriel. Services included study reviews, plan reviews, and special investigations and studies as well as traffic signal and stop control warrant analysis. Reviewing traffic signal, traffic control, and street lighting plans as well as performing special investigations or studies related to safe route to schools including lighting assessments. The following are the projects performed by JMD for the City of San Gabriel:

- 237 East Las Tunas Drive Traffic Study Review
- 860 East Valley Boulevard TIS
- 508 West Las Tunas Drive TIS Review
- 704-712 West Las Tunas Drive ITS
- 825 East Broadway Dialysis Clinic
- 101 East Valley Boulevard TIS
- 420 East Valley Boulevard SS & TS Plan Review
- 810 East Valley Mixed Use TIS Review
- 330 East Las Tunas Drive Medical Office
- 600 South San Gabriel Boulevard TIS
- 101-111 West Valley Boulevard Hyatt Place
- 500 East Valley Boulevard TIS Review

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On-Call Traffic Design Services, County of Los Angeles

Serving as *Project Manager/Sr. Traffic Engineer* providing on call traffic design services to the County of Los Angeles including traffic signal synchronization, signing and striping, highway pans, ITS project plans, conducting engineering and traffic surveys, PEER and Fact sheets, as well as miscellaneous traffic engineering assistance.

On-Call Traffic Engineering – Pico Rivera

Served as *Principal-in-Charge* responsible for providing civil and traffic engineering services to the City of Pico Rivera on its Capital Improvement Programs and other developments involving roadway, signing and striping, traffic signals, street lighting and traffic control review and design. JMD was also providing special studies services including traffic calming, traffic analysis, circulation studies, signal timing and coordination, warrant analysis, and lighting analysis/design.

San Gabriel Trench Grade Separation Project – San Gabriel Valley

Served as *Task Manager* involved in providing analysis and design for the Transportation Management Plan for the San Gabriel Trench project in the City of San Gabriel near the historic San Gabriel Mission and adjacent vital Mission District, the San Gabriel High School, and numerous residential properties adjacent to the existing rail right-of-way. The analysis included level of service analysis as well as development of haul routes to minimize impacts to local residents and businesses. The trench project substantially reduced operating noise through the elimination of crossing warning horn blasts and signal equipment, (as well as redirecting the noise upward rather than outward). This project included railroad coordination, drainage, utility relocation, and traffic control.

Jefferson Avenue/Sanborn Avenue and Redhawk Parkway/Overland Trail Traffic Signal Design – Temecula

Served as *Project Manager* responsible for preparing preliminary and final traffic signal plans for two new traffic signal installations for the intersections of Jefferson Avenue at Sanborn Avenue and Redhawk Parkway at Overland Trail in the City of Temecula. The project included signing and striping plans and timely coordination with utility companies. The project was completed within a fast-track schedule.

Central Avenue Street Transportation Study/PSRE – City of Compton

Serving as Principal–in-Charge responsible for preparing a Transportation Study/PSRE and sought local, State and Federal transportation funds for the improvement of Central Ave Corridor between Artesia Blvd and El Segundo Blvd. in the City of Compton. This PSRE allowed the evaluation of transportation corridor needs and provided base conceptual engineering plans and estimates for corridor redesign focusing on a safe, sustainable, integrated and efficient transportation system. JMD developed three alternatives which consider conventional, complete and green street elements to best address local access and circulation needs on Central Avenue. The alternatives increased the likelihood of obtaining funding.

Telegraph Road Rehabilitation – City of Commerce

Served as *Project Manager* responsible for preparing preliminary and final design plans for the rehabilitation of Telegraph Road, between Atlantic Boulevard and the Rio Hondo Channel (approximately 3 miles) in the City of Commerce. Rehabilitation improvements included street reconstruction and resurfacing.

Alameda Street Widening from 300' South of PCH to Anaheim Street – City of Los Angeles

Serving as *Principal-in-Charge and Project Manager* responsible for providing civil engineering design services for the widening of Alameda Street from 300' south of Pacific Coast Highway to Anaheim Street in the Wilmington community of the City of Los Angeles. The project will widen and upgrade a 0.68-mile section of Alameda Street, the gateway to the Ports of Los Angeles and Long Beach, to a modified Boulevard II, increasing the number of lanes in each direction from two to three and adding a Class I Bikeway on the south side of the street.

S. Ana Street Streetscape Project – Anaheim Redevelopment Agency

Served as *Project Manager* responsible for preliminary and final PS&E design and construction support services for Santa Ana Street streetscape project, between Olive Street and Vine Street, in Downtown Anaheim. The project included design of bulb-outs with medians islands, sidewalks and landscaping for an aesthetically pleasing corridor as well as an at grade crossing as part of a four crossing quiet zone in Downtown Anaheim.

Empire Avenue Streetscape – City of Burbank

Served as *Project Manager* for PS&E design of about one mile of Empire Avenue to the westerly City boundary to improve roadway paving, sidewalks with landscaping and hardscape features as well as existing lighting.

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Frank Sanchez, PE

Project Director/Construction



Title
Senior Project/Construction Manager

Years of Experience
25

Registration
Professional Civil Engineer, CA, #C-61326

Education
- M.B.A., Construction Management, 1998, California State University, Long Beach
- B.S., Civil Engineering, 1994 California State University, Long Beach
- Professional Land Surveying, Santiago Community College

Mr. Sanchez has over 25 years of civil engineering, administration and construction of capital improvement infrastructure experience, Frank has worked on a variety of Civil, Public Works, and Construction Management engineering projects for client cities, public agencies, and private sectors. His multi-discipline expertise will bring background knowledge to any project from all aspects of design, coordination and construction.

Relevant Experience

Construction Management and Inspection for Local Streets Rehabilitation Program – Phase I, Zone 24 & Miscellaneous Streets, City Project No. 7924 – City of Norwalk

Served as *Construction Manager* providing construction management services for the rehabilitation of several residential streets in the City's Zone 24 in the southeastern portion of the City of Norwalk. The project involved developing pavement design strategies as well as designing street rehabilitation improvements including pavement reconstruction and overlays as well as curb and gutter, sidewalk, driveways, curb ramps, street lighting and traffic signal interfaces. Due to the extremely flat conditions of the area, several ponding areas were eliminated by adjusting street profiles and providing new compacted subgrade where settlement has occurred. The project involved utility coordination as well as close coordination with the City, local schools and residents in the area.

On-Call Engineering Services – City of Downey

Served as *Senior Civil Engineer* responsible for public works projects as related to City of Downey street, utility and development improvements. Managed and administered consultant contracts for design, construction inspection, materials testing, right-of-way acquisition and relocation assistance. Managed and directed junior engineering staff and aids for the development and construction of in house designed street projects.

On-Call Engineering/Staff Augmentation Services – City of South Gate

Served as *Project Manager* responsible for providing on-call project management services for the construction of Capital Improvement Projects (CIP). Tasks included managing, coordinating and corresponding with designers, contractors, utility representatives, City staff and the public at large. Projects under construction and in design included:

- FY 17-18 Citywide Sidewalk Replacement
- Walnut Street Parking Lot Reconstruction Project
- Hildreth Street Traffic Mitigation Project
- Civic Center Exterior Lighting & Wayfinding Signage Improvements
- Police Department Parking Lot Expansion
- Long Beach Boulevard Urban Greening Improvements Project
- Garfield Avenue Complete Streets Project
- FY 18-19 Citywide Sidewalk Replacement Project

On-Call Engineering/Staff Augmentation Services – City of Lynwood

Served as *Project Manager* responsible for providing project management and construction support for Local street rehabilitation projects funded with Measure "R" bond funds. Tasks included reviewing streets for rehabilitation application as well as development of plans specifications and engineering estimates, administration of contracts and construction support services.

Docusign Envelope ID: 72A03CA3-6F7A-4CA5-A0F3-F1DE871F06DA

Algis J. Marciuska, MBA, PE

QA/QC Manager



Title
Senior Civil Engineer

Years of Experience
38

Registration
Registered Civil Engineer, CA, #44846

Education
- M.B.A., Business Administration, 1991, California State Polytechnic University, Pomona
- B.S., Civil Engineering, 1986 California State Polytechnic University, Pomona
- A.S., Building Technology, 1982 Don Bosco Technical Institute, Rosemead

Affiliations
- Member, American Society of Civil Engineers
- Member, Institute of Transportation Engineers
- Member, American Public Works Association
- Member, Urban Land Institute
- Life Member, Chi Epsilon, National Civil Engineering Honor Society
- Life Member, Tau Beta Pi, National Engineering Honor Society

Mr. Marciuska has over 38 years of professional engineering experience in the civil engineering profession. He has extensive experience in the design of streets and highways, drainage systems, bridges, culverts, public works facilities, institutional projects, signalization projects, geometric design, land development projects, subdivision mapping, construction surveys, construction engineering, and project management. He has prepared many plans, specifications, estimates, and studies for the County of San Bernardino, San Gabriel Valley cities, County of Los Angeles, County of Orange, and City of San Diego.

Relevant Experience

On-Call Engineering Services – City of Glendora
Serving *Sr. Project Manager* currently providing on-site project management, site development and transportation plan reviews as well as monitoring MS4 drainage requirements. Also, providing design support on the current Metro Gold Line Foothill Extension Project currently in construction within the City of Glendora. This assignment requires coordination with City staff, outside agencies and consultants.

Compton Boulevard, HSIP Cycles 7 and 8 Safety Enhancement Projects – City of Compton
Serving as *Senior Civil Engineer* responsible for preparing preliminary and final design plans for Highway Safety Improvement Program (HSIP) and rehabilitation improvements along Compton Blvd, between the eastern city limit and the western city limit (approximately 3 1/2 miles) in the City of Compton.

The City secured HSIP funds to reconstruct Compton Boulevard, within City boundaries with the purpose of achieving a significant reduction in traffic fatalities and serious injuries on all public roads. The additional improvements will focus primarily on improving safety through roadway paving which is in poor condition as well as improving raised median islands, adding Class II bicycle lanes and enhancing pedestrian crossings, as well as improving some parkways, sidewalks and curb ramps which do not meet ADA standards.

Alameda Corridor East San Gabriel Trench Grade Separation Project – City of San Gabriel
Served as *City Project Engineer* responsible for providing planning, environmental review, plan checking, permitting, inspection, construction management and inter-agency coordination for the $300 million project consisting of four grade separations and a 1.5-mile-long trench in the Union Pacific Railroad right of way in the cities of San Gabriel, Alhambra, Rosemead and Los Angeles County unincorporated community of East San Gabriel.

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Alameda Street Widening from 300' South of Pacific Coast Highway to Anaheim Street, City of Los Angeles

Serving as *QA/QC Manager.* JMD is responsible for providing civil engineering design services for the widening of Alameda Street from 300' south of Pacific Coast Highway to Anaheim Street in the Wilmington community of the City of Los Angeles. The project will widen and upgrade a 0.68-mile section of Alameda Street, the gateway to the Ports of Los Angeles and Long Beach, to a modified Boulevard II, increasing the number of lanes in each direction from two to three.

Design, Construction Management and Inspection for Local Streets Rehabilitation Program – Phase I, Zone 24 & Miscellaneous Streets, City Project No. 7924 – City of Norwalk

Served as *QA/AC Manage.* JMD was responsible for developing design plans, specifications and estimates as well as construction management services for the rehabilitation of several residential streets in the City's Zone 2 in the southeastern portion of the City of Norwalk. The project involved developing pavement design strategies as well as designing street rehabilitation improvements including pavement reconstruction and overlays as well as curb and gutter, sidewalk, driveways, curb ramps, street lighting and traffic signal interfaces. Due to the extremely flat conditions of the area, several ponding areas were eliminated by adjusting street profiles and providing new compacted subgrade where settlement has occurred. The project involved utility coordination as well as close coordination with the City, local schools and residents in the area.

Local Streets Rehabilitation Program – Phase 2, Zone 3 – City of Norwalk

Serving as *QA/AC Manager* as JMD is responsible for developing design plans, specifications and estimates as well as construction management services for the City's Zone 3 Local Streets Rehabilitation Program. The project involves developing pavement design strategies as well as designing street rehabilitation improvements including pavement reconstruction and overlays as well as curb and gutter, sidewalk, driveways, curb ramps, street lighting and traffic signal interfaces. The project involves utility coordination as well as close coordination with the City, local schools and residents in the area.

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Ivan Salvatierra, PE, TE

Roadway//Bikeways



Title
Senior Project Manager

Years of Experience
19

Registration
Professional Civil Engineer, CA, #83901

Professional Traffic Engineer, CA, #2533

Education
- B.S., Civil Engineering, 2006, California State Polytechnic University, Pomona

Affiliations
- Institution of Transportation Engineers, California

Mr. Salvatierra has over 19 years of civil engineering experience and has worked on a variety of Civil, Traffic, ITS and Rail engineering projects for client cities, outside agencies, and private sectors. Ivan is responsible for management of preparation for street improvement, curb ramps, studies, reports, design plans, specifications and estimates. His multi-discipline expertise will bring background knowledge to any project from all aspects of design, coordination and construction.

Relevant Experience

On-Call Engineering Services – City of Glendora
Serving as *Sr. Project Engineer* responsible for providing professional on-call engineering services to the City of Glendora on a task order basis. Services include on-site and offsite services including project management, Foothill Goldline design review, plan checking as well as street, traffic and utility design and construction inspection.

On-Call Engineering – Guadalupe Park Trail and Rehabilitation – City of La Habra
Served as *Sr. Civil Engineer.* JMD was responsible for conducting final design for the Guadalupe Park Trail Design for Park Rehabilitation Project in the City. The purpose of this improvement project is to encourage the use of active modes of transportation. This park links to the City's UPRR Bikeway Project in UPRR property. This trail is part of the Orange County Loop, a 66-mile multipurpose trail serving 17 cities in the County.

Ball Road Pedestrian Improvements – City of Anaheim
Served as *Project Engineer* responsible for designing and preparing traffic signal modification for 7 intersections and interconnect communication, and roadway restriping to add a bicycle lane along Ball road between Knott Avenue and Brookhurst Street. Tasks consisted of field verification of all signing, striping, existing traffic signal, and communication equipment.

Downey Avenue Signalized Crosswalk – City of Paramount
Serving as *Project Manager* responsible for providing Engineering Design Services and Railroad Coordination for the West Santa Ana Branch Pedestrian Bikeway Project in the City of Paramount. As part of the City's West Santa Ana Branch Pedestrian Bikeway, a signalized pedestrian crosswalk is being proposed along Downey Avenue. Due to the close proximity of the bikeway to the UPRR railroad, the signalized crosswalk requires railroad coordination. The project is also adjacent to LA Metro's West Santa Ana Branch future Light Rail Project. As part of the project, JMD coordinate diagnostic meetings and prepared various alternatives for concept approval by CPUC/UPRR/City stakeholders. Tasks include CPUC, UPRR and Metro coordination, permitting, GO#88b application preparation, PS&E for roadway, signing and striping, and traffic signal improvements.

Level of Service Analysis for 5 intersections – City of South Gate
Serving as *Project Manager* responsible for Level of Service (LOS) analysis and preliminary intersection design of 5 study intersections in the city of

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South Gate. Vehicle peak hour counts were used to analyze existing and future LOS conditions. Necessary intersection improvement mitigations for future LOS were recommended to meet city standards and used as basis of preliminary design. Tasks consisted of LOS analysis using Synchro, report, intersection geometric design and cost estimate.

Rosecrans Avenue Signing and Striping – City of El Segundo

Served as *Project Manager* responsible for preparation of signing and striping plans for 3 miles along Rosecrans Avenue in the city of El Segundo. Tasks consisted of base plan development, field inventory, MUTCD compliance verification and design plans.

Main Traffic Signal Improvement – City of Santa Monica

Served as *Project Engineer* responsible for designing and preparing traffic signal modification for 22 intersections in the City of Santa Monica. Tasks consisted of existing traffic signal inventory, generating traffic signal improvement plans, and communication plans.

Orange Line Extension – Metro

Served as *Project Engineer* in the lead design team, responsible for the preparation of preliminary engineering plans for the 4-mile extension of the existing Metro Orange Line Busway from Canoga Park station to the Chatsworth Metro link station. Preliminary engineering plans were prepared for design/build bid documents. Tasks consisted of geometric re-design of seven intersections along Canoga Avenue including street widening and modification of existing traffic signals.

Compton Boulevard, HSIP Cycles 7 and 8 Safety Enhancement Projects – City of Compton

Serving as *Lead Civil Engineer* responsible for preparing preliminary and final design plans for Highway Safety Improvement Program (HSIP) and rehabilitation improvements along Compton Blvd, between the eastern city limit and the western city limit (approximately 3 1/2 miles) in the City of Compton.

The City secured HSIP funds to reconstruct Compton Boulevard, within City boundaries with the purpose of achieving a significant reduction in traffic fatalities and serious injuries on all public roads. The additional improvements will focus primarily on improving safety through roadway paving which is in poor condition as well as improving raised median islands, adding Class II bicycle lanes and enhancing pedestrian crossings, as well as improving some parkways, sidewalks and curb ramps which do not meet ADA standards.

Rehabilitation improvements include existing pavement condition review and geotechnical analysis. The project includes 139 curb ramps to be reconstructed. Close coordination with Metro (funding), UPRR and the California Public Utilities Commission (CPUC) is needed to coordinate grade crossing improvements at Willowbrook Avenue and Alameda Street.

Santa Fe Springs Park Parking Lot Expansion – City of Santa Fe Springs

Served as *Project Manager* responsible for the preparation of PS&E documents for the Santa Fe Springs Park Parking Lot Expansion Project in the City of Santa Fe Springs. The existing parking lot was expanded to accommodate additional vehicles, ADA parking, and walkway connectivity to remote picnic area. Tasks consisted of site improvements, drainage and grading, signing and striping, pavement rehabilitation, parking lot lighting, landscape and irrigation design.

UPRR Bikeway – City of La Habra

Serving as *Project Engineer* responsible for providing professional engineering services for the design of the 3-mile long La Habra Union Pacific Rail Line Bikeway Project, from the west City limit to the east City limit. The La Habra bikeway will eventually connect to future bikeways, to the west in the City of Whittier (Greenway Trail) and to the east to the City of Brea's bikeway, as part of OCTA's Regional Commuter Bikeway Priorities and Orange County Loop Project. Project tasks include preliminary and final engineering phases including conceptual design, preparation of environmental documents, schematic design, right-of-way engineering maps and necessary legal descriptions, as well as preparation of final construction plans, specifications and cost estimates. The project includes bikeway alignment, drainage, traffic signal, and structural plans for the project.

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Deepak Solanki

Drainage/Utilities



Title
Senior Project Engineer

Years of Experience
34

Registration
Engineer-in-Training, #113733

Education
- B.S., Civil Engineering, 1982, M.S., University, Faculty of Technology and Engineering

Affiliations
- American Society of Civil Engineers
- American Railway Engineering and Maintenance of Way Association

Mr. Solanki has over 34 years of experience assisting local agency Land Development Divisions with plan reviews for new developments and has managed numerous Capital Improvement Projects for public works departments. He has extensive experience in the design and plan review of diverse civil engineering projects, such as water main, storm drain, sewer, reservoirs, parks, street, grading, flood control projects, backbone utility layout and utility relocation. As Project Engineer and Project Manager, he has prepared design plans for single family residential subdivisions, commercial, industrial, educational facilities and Air Force/Naval Base facilities including underground utilities. He is familiar with right of way acquisition research, temporary construction easement documents, legal descriptions/plats, surveying, cost estimates and quantity take-offs.

Relevant Experience

City Engineering Services – City of Brea
Serving as *Plan Reviewer/Project Manager, Inspector* responsible for plan checking, project management and construction observation of grading and drainage improvement plans for subdivision and food distribution facilities as well as transportation facilities. Responsibilities entail assisting in generating Conditions of Approvals for different commercial, industrial, and Subdivision Projects. Providing review comments for Capital Improvement Projects (CIP), and reviewing plans that involve improvements within the public right-of-way. The projects include street overlay, widening projects, and Lambert/I-57 Freeway Interchange improvements. The responsibilities also entail reviewing traffic control plans for projects initiated by Time Warner Cable, Southern California Edison, AT&T, and Southern California Gas Company.

Valencia Reservoir Rehabilitation – City of Brea
Served as *Construction Inspector* overseeing the expansion and rehabilitation of the Valencia Reservoir located at the northeast corner of the City of Brea. The reservoir has a capacity of 10 million gallons and is over 60 years old. The project's main focus was to perform major rehabilitation improvements to keep the reservoir in service and meet the current growth in the City of Brea.

Waterline Improvements – City of Chino Hills
Served as *Construction Inspector* responsible for overseeing the construction of approximately 2,000 feet of a 20-inch diameter water main on Chino Avenue for the City of Chino Hills, crossing San Antonio Creek Bridge.

On-Call Engineering Services – City of Glendora
Serving *Sr. Project Engineer* responsible for providing professional on-call engineering services to the City of Glendora on a task order basis. Services include on-site and offsite services including project management, plan checking as well as street, traffic and utility design and construction inspection.

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City Engineering Services – City of South Gate

Served as *Plan Reviewer/Project Manager* responsible for reviewing comments for Capital Improvement Projects (CIP). The projects included street widening, parks, sewer master plan, ADA improvements, and Firestone Bridge widening Project over the Los Angeles River. Assisted in generating Conditions of Approvals for different commercial and industrial projects. The responsibilities also entailed managing Capital Improvement Projects, such as ADA Transition Plan, Citywide ADA ramps improvements, and Traffic Signal ADA improvements on Tweedy Boulevard at State Street and California Avenue

Local Streets Rehabilitation Program – Phase I, Zone 24 & Miscellaneous Streets, City Project No. 7924 – City of Norwalk

Served as *Technical Advisor* developed design plans, specifications and estimates for the rehabilitation of several residential streets in the City's Zone 2 in the southeastern portion of the City of Norwalk. The project involved developing pavement design strategies as well as designing street rehabilitation improvements including pavement reconstruction and overlays as well as curb and gutter, sidewalk, driveways, curb ramps, street lighting and traffic signal interfaces. Due to the extremely flat conditions of the area, several ponding areas are being eliminated by adjusting street profiles and providing new compacted subgrade where settlement has occurred. The project involved utility coordination as well as close coordination with the City, local schools and residents in the area.

Accelerated Road Construction Program – County of Los Angeles

Served as *Project Engineer/Construction Manager* responsible for preparing the plans for the street rehabilitation adjacent to the cities of Azusa, Covina, Glendora, Irwindale, and West Covina. Also prepared the materials report with recommendations for alternate methods of pavement rehabilitation and successfully managed construction coordination and inspection during construction phase.

City Engineering Services – City of Industry

Served as *Project Engineer* responsible for performing engineering plan review and plan checks for all the improvements within public right of way. Also responsible for reviewing and approving design changes during the construction phase for Puente Grade Separation and Fullerton Grade Separation Projects; reviewing improvement plans for encroachment permits; assisting the Planning Department; and providing engineering conditions of approval for development projects. Responsibilities also included reviewing Sewer Capacity Study Reports; Industrial Waste Discharge application (coordination with L.A. County Sanitation District); Domestic Waste Discharge; managing the design and coordination with different stake holders; approval of CIP Projects; and provided front counter support at the City Hall. Acted as the City's representative and played an important role as a Construction Administrator for projects under construction, three of those projects being grade separation projects at Puente Avenue, Fullerton Road and Fairway Drive which exceeded $80M.

La Habra/UPRR ("OC Loop") Bike Trail – City of La Habra

Served as *Project Engineer* responsible for providing professional engineering services for the design of the La Habra Union Pacific Rail Line Bikeway Project, from the west City limit to the east City limit. The La Habra bikeway will eventually connect to future bikeways to the west in the City of Whittier (Greenway Trail) and to the east to the City of Brea's bikeway as part of OCTA's Regional Commuter Bikeway Priorities and Orange County Loop Project. Project tasks included preliminary and final engineering phases including conceptual design, preparation of environmental documents, schematic design, right-of-way engineering maps and necessary legal descriptions, as well as preparation of final construction plans, specifications and cost estimates. The project included bikeway alignment, drainage, traffic signal, and structural plans for the project.

The Tracks at Brea/UPRR ("OC Loop") Bike Trail – City of Brea

Served as *Project Engineer* responsible for the analysis and design of the drainage element of the Brea/Union Pacific Rail Line Bikeway Project from the west City limit to the Brea Wash. The Brea bikeway will eventually connect to future bikeways to the west in the City of La Habra as part of OCTA's Regional Commuter Bikeway Priorities and Orange County Loop Project. The project tasks included hydrology analysis, preliminary and final engineering phases including conceptual design, preparation of environmental documents, schematic design, right-of-way engineering maps and necessary legal descriptions. The project included paved bikeway, landscaping, hardscaping, drainage, traffic signals and one bridge.

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Gilberto Figueroa, PE

Traffic Engineering/Lighting



Title
Project Engineer

Years of Experience
8

Registration
Registered Professional Engineer, CA, #C92747

Education
- B.S., Civil Engineering, 2016, California State Polytechnic University, Pomona

Affiliations
- American Society of Civil Engineers

With over eight years of traffic and transportation engineering experience, Mr. Figueroa has worked on a variety of projects including roadway, street lighting, bikeway, traffic signal, grade crossing and utility related for various client cities.

Relevant Experience

Staff Augmentation (Off-Site) - South Gate
Served as *Design Engineer* responsible for assisting on-site deputy City Traffic Engineer in providing professional traffic engineering services. Duties include planning, organizing, supervising, and performing a variety of field and office professional traffic and civil engineering work; planning, designing, and reviewing construction of Public Works projects; review and comment on plan submittals with traffic impacts; supervising or performing technical studies; serving as project engineer for major capital traffic and transportation improvement projects; and performing related duties as required. As City Traffic Engineer, JMD was responsible for planning, coordinating, supervising, and performing complex analytical work in engineering for environmental, water, sewer, street, traffic, transportation, and other development projects and programs.

Traffic Signal Modifications at Two Intersections - Santa Clarita
Served as *Design Engineer* responsible for assisting in preparing plans, specifications, and estimates for modification of two traffic signals in the City of Santa Clarita.

On-Call/Staff Augmentation Municipal Engineering Services, City of San Gabriel
Served as *Design Engineer* assisting senior staff with providing on-call traffic engineering services to the City of San Gabriel. Services included study reviews, plan reviews, and special investigations and studies as well as traffic signal and stop control warrant analysis. Reviewing traffic signal, traffic control, and street lighting plans as well as performing special investigations or studies related to safe route to schools including lighting assessments. The following are the projects performed by JMD for the City of San Gabriel:

- 237 East Las Tunas Drive Traffic Study Review
- 860 East Valley Boulevard TIS
- 508 West Las Tunas Drive TIS Review
- 704-712 West Las Tunas Drive ITS
- 825 East Broadway Dialysis Clinic
- 101 East Valley Boulevard TIS
- 420 East Valley Boulevard SS & TS Plan Review
- 810 East Valley Mixed Use TIS Review
- 330 East Las Tunas Drive Medical Office
- 600 South San Gabriel Boulevard TIS
- 101-111 West Valley Boulevard Hyatt Place

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- 500 East Valley Boulevard TIS Review
- 400-420 West Valley Boulevard TIS

Gold Line Eastside LRT Station Access Project, Phase 2 - Los Angeles

Served as *Designer* responsible for assisting with developing preliminary and final design for various streetscape treatments with the purpose of improving access and promoting aesthetics to the existing Eastside Light Rail Transit Project. Specific improvements include bulbouts at intersections, widened sidewalks, bikeways, traffic signals and lighting as well as hardscape (benches) and landscaping within or near the light rail transit alignment in East Los Angeles in support of a complete streets concept and pedestrian linkage program. The improvements have been coordinated with local stakeholders and require approval and permitting by the City of Los Angeles and LACDPW.

Resurfacing of Streets at Hollenbeck Avenue, Cypress, et al. - Covina

Served as *Design Engineer* responsible for the resurfacing of segments along Hollenbeck Avenue and Cypress Street in the City of Covina. The project consisted of roadway signing and striping; the addition of curb ramps, curb and gutter; fire hydrants; and traffic signal modifications improvements. The Federally funded project also included drafting plans, performing cost estimates, contract specifications, creating RFPs, attending City Council meetings, and required the notification of property owners regarding construction-related activities.

San Gabriel Del Mar Avenue Pavement Resurfacing - San Gabriel

Served as *Design Engineer* responsible for providing professional engineering design services for roadway overlay improvements on Del Mar Avenue between Norwood Place and Saxon Avenue (I-10 Freeway on ramp). This project included cost estimates and specifications.

Cycle 2 Federal Safe Routes to School - Monte

Served as *Project Design Engineer* responsible for assisting in the preparation of plans, specifications and cost estimates (PS&E) and related construction documents for the Cycle 2 Federal Safe Routes to School Improvement Project (FSRTS) at various city streets within close proximity to city schools. The project included the design of pedestrian stop signals with median beacons, flashing Stop signs, the construction of sidewalk where none currently exist, the addition of bulb-outs at the various intersections, and the modification of any noncompliant ADA-pedestrian ramps within a restrictive area adjacent to elementary schools. These improvements took place adjacent to nine (9) El Monte elementary schools.

Alameda Street Widening from 300' South of Pacific Coast Highway to Anaheim Street, City of Los Angeles

Serving as *Traffic Analysis responsible for* providing civil engineering design services for the widening of Alameda Street from 300' south of Pacific Coast Highway to Anaheim Street in the Wilmington community of the City of Los Angeles. The project will widen and upgrade a 0.68-mile section of Alameda Street, the gateway to the Ports of Los Angeles and Long Beach, to a modified Boulevard II, increasing the number of lanes in each direction from two to three.

Design, Construction Management and Inspection for Local Streets Rehabilitation Program – Phase I, Zone 24 & Miscellaneous Streets, City Project No. 7924 – City of Norwalk

Served as *QA/AC Manage.* JMD was responsible for developing design plans, specifications and estimates as well as construction management services for the rehabilitation of several residential streets in the City's Zone 2 in the southeastern portion of the City of Norwalk. The project involved developing pavement design strategies as well as designing street rehabilitation improvements including pavement reconstruction and overlays as well as curb and gutter, sidewalk, driveways, curb ramps, street lighting and traffic signal interfaces. Due to the extremely flat conditions of the area, several ponding areas were eliminated by adjusting street profiles and providing new compacted subgrade where settlement has occurred. The project involved utility coordination as well as close coordination with the City, local schools and residents in the area

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- Fee Schedule

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HOURLY RATE SCHEDULE - CITY OF GARDENA ON-CALL PROFESSIONAL SERVICES

JMD Personnel	Position/Title in Company	FY 2024	FY 2025	FY 2026
Off-Site				
Juan M. Diaz	**Principal/Rail/Transit**	$210.00	$216.00	$222.00
Lan Saadatnejadi	**Project Engineer - Highways**	$207.00	$213.00	$219.00
Algis Marciuska	**Sr. Project Manager/Technical Adv.**	$207.00	$213.00	$219.00
Steven Itagaki	**Sr. Project Manager - Traffic**	$206.00	$212.00	$218.00
Ivan Salvatierra	**Sr. Project Manager - Civil**	$201.00	$207.00	$213.00
Gilbert Figueroa	**Project Engineer**	$160.00	$165.00	$170.00
Luis Castañeda	**Assistant Project Manager**	$161.00	$166.00	$171.00
Deepak Solanki	**Project Manager**	$132.00	$136.00	$140.00
Greg Andrade	**Sr. Designer**	$137.00	$141.00	$145.00
Dana Dardoon	**Engineer III**	$115.00	$118.00	$122.00
Roberto Montoto	**Designer**	$98.00	$101.00	$104.00
Chapman Lee	**Engineer II**	$98.00	$101.00	$104.00
Rafael Rincon	**Engineer II**	$97.00	$100.00	$103.00
Albert Cisneros	**Engineer I**	$95.00	$98.00	$101.00
Gabriel Macias	**Engineer I**	$95.00	$98.00	$101.00
Daniel Cendejas	**Engineering Intern**	$49.00	$50.00	$52.00
Hector Nunez	**Planning Intern**	$90.00	$93.00	$96.00
Jasmine Felix	**Administrative/Clerical**	$89.00	$92.00	$95.00
On-Site				
Frank Sanchez	**Project/Construction Manager**	$163.00	$168.00	$173.00
Thomas Geary	**Sr. Construction Inspector**	$116.00	$119.00	$123.00
Mike Paieri	**Construction Inspector II**	$118.00	$122.00	$126.00
John Moon	**Construction Inspector I**	$106.00	$109.00	$112.00

Reimbursable Costs	
Photo Copies (B&W)	$0.12/Each
Photo Copies (Color)	$0.39/Each
Bond Prings (24"x36")	$3.00/Each
Mileage*	$0.67/Mile

*Assumptions:

Rates are effective June 1, 2024 through December 31, 2026 as noted above.
Mileage rate per IRS.

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COAST SURVEYING, INC.

15031 PARKWAY LOOP, SUITE B, TUSTIN, CA 92780-6527 ● (714) 918-6266 ● FAX (714) 918-6277

Schedule of Hourly Rates for Survey Services

SCHEDULE OF HOURLY RATES

Principal-in-Charge, PLS	**$287.00**
Survey Manager, PLS	**$228.00**
Project Surveyor, PLS	**$198.00**
Field Coordinator	**$180.00**
Survey Technician	**$151.00**
2 Person Survey Party w/Equipment	**$340.00**

These hourly rates are effective for a five year period from date of award.

Coast is signatory with Local 12, Operating Engineers, and will follow the Union rules concerning the payment of Regular Rates, Overtime Rates, and Double Time Rates.

Overtime rates are payable at 1.25 times the regular rate in effect at that time.

Double time rates are payable at 1.50 times the regular rate in effect at that time.

Costs for monuments, prints, research materials, and other incidental or special supplies will be billed at cost.

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FHA CONSULTING ENGINEERS

HWY&TRANSPORTATION ENGINEERING SURVEYING LAND DEVELOPMENT

STANDARD FEE SCHEDULE

Valid until January 1, 2025

CIVIL ENGINEERING SERVICES

$	190.00	Principal-In-Charge
	190.00	Senior Project Manager
	160.00	Project Manager
	120.00	Design Engineer
	110.00	CAD Designer
	110.00	Computer Programmer
	70.00	Data Technician
	70.00	Clerical

FIELD SURVEY

$	165.00	Survey Chief
	270.00	Two Person Crew
	115.00	Survey Technician

MISCELLANEOUS

The following costs are billed at our cost plus 15% maximum

- Subcontracted Services at Zero Mark Up
- Map check fees, permits or filing fees advanced by FHA
- Commercial delivery services including Federal Express, Express Mail and Messenger Services. (In-house delivery services billed at $0.67 per mile plus labor.)
- Driving Time One Way
- Printing
- Graphic Services
- Legal Counsel, Expert Testimony

W : (949) 679-7673
C : (949) 838-6629
akh@fhacengineers.com
www.fhacengineers.com
4255 Campus Dr. Unit 4209, Irvine CA 92616

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PLANNING | ENGINEERING | MANAGEMENT

18645 East Gale Avenue, Suite 212
City of Industry, CA 91748-1363
T 626.820.1137 • F 626.820.1136
www.jmdiaz.com

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH
JOHN M. CRUIKSHANK CONSULTANTS, INC

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **John M. Cruikshank Consultants, Inc,** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - General Civil Engineering Design

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9, 2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in

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progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently

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and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall

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comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	John M. Cruikshank Consultants, Inc 411 N. Harbor Blvd, Suite 201 San Pedro, CA 90731 Attn: John Cruikshank Principal In Charge

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – John M. Cruikshank Consultants, Inc

John Cruikshank
_____
Name

Sign: John Cruikshank
Title: President & CEO

Jennifer Cruikshank
_____
Name

Sign: Jennifer Cruikshank
Title: Vice President and CFO

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference**.** In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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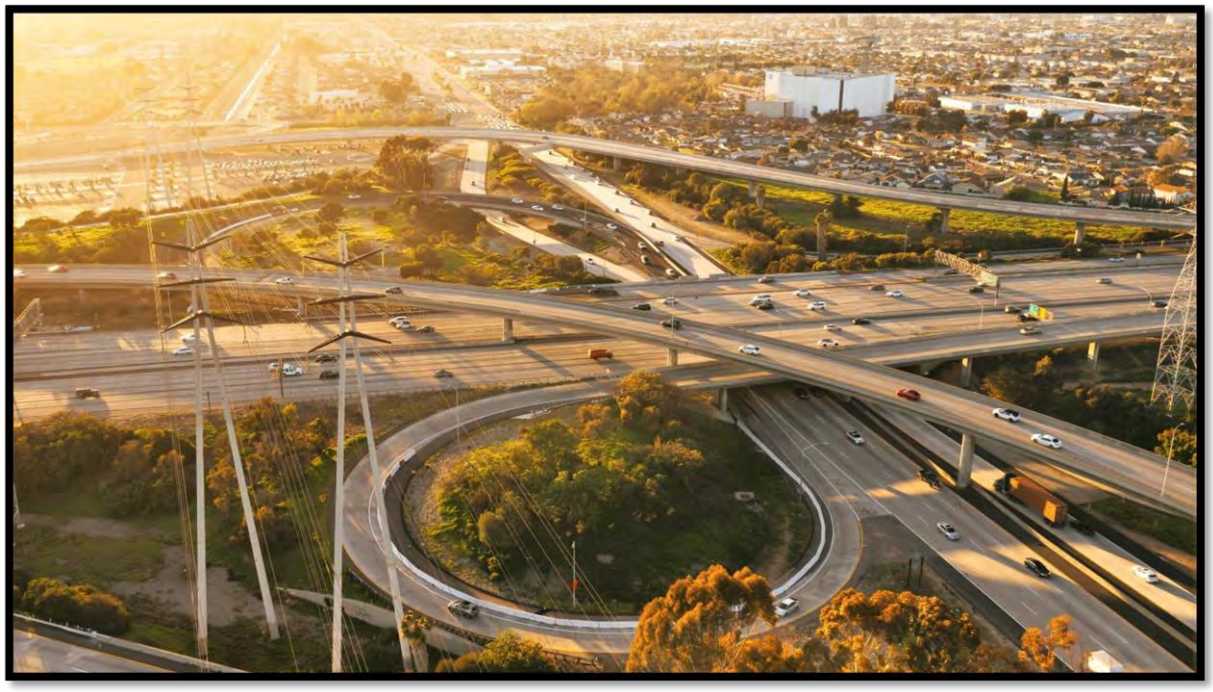
Statement of Qualifications for the City of Gardena General Civil Engineering Design On-Call Professional Services



JMC² CIVIL + STRUCTURAL ENGINEERING

June 13, 2024
Presented by **JMC²**

411 N. Harbor Blvd., Suite 201,
San Pedro, CA 90731
Tel: 310.241.6550
www.jmc-2.com

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A. Cover Letter

City of Gardena
Public Works Department
Attn: Kevin Kwak, Assistant Public Works Director
1717 West 162nd St.,
Gardena, CA 90247

Re: RFQ General Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture and Landscape Architecture, Geotechnical Engineering/ Geology and Material Testing and Staff Augmentation On-Call Professional Services.

John M. Cruikshank Consultants, Inc. (JMC2) is pleased to submit our qualifications for professional on-call engineering services to the City of Gardena Department of Public Works for RFQ - General Civil Engineering Design On-Call Professional Services. JMC2 is a Los Angeles County-based design firm providing engineering solutions for a wide variety of Southern California projects.

John Cruikshank, PE, will be our Contract Manager, serving as the City's day-to-day contact to ensure all City projects progress on time, within budget, and address specific project needs. He will have the full support of JMC2's two Southern California offices located in San Pedro and Santa Ana. Mr. Cruikshank is not only an experienced engineering manager but also currently the Mayor of Rancho Palos Verdes and the immediate Past Chair of the South Bay Cities Council of Governments. His deep understanding of how city government function and the critical nature of infrastructure needs enhances our team.

Engineering projects commence after the JMC2 team fully understands the necessary scope of work, which occurs following site visits with the City and discussions about their needs and available budgets. We then assemble the appropriate professionals, developing a comprehensive written work plan. Civil engineering necessitates a thorough understanding of existing conditions before improvements or changes can occur. Our engineers conduct detailed site visits, research, and outreach to utility companies, while our mapping consultants begin their work.

Proposed designs are based on an accurate engineering basemap (as-is conditions). Preliminary concepts are drawn using AutoCAD Civil 3D and shared with the City for confirmation. JMC2 methodically develops plans, technical specifications, and engineering cost estimates (PS&E) in accordance with adopted building codes and standards. We continue to collaborate with the City throughout the contractor's bid walk and construction phases until final Record Drawings are submitted for City records.

We eagerly anticipate discussing our proven approach and team qualifications for this General Civil Engineering Design On-Call Professional Services RFQ. Please feel free to reach out for any additional information or proposal clarifications. We confirm that all provided information is true and correct and agree to the terms and conditions of the City of Gardena's standard Agreement."

John M. Cruikshank

John M. Cruikshank, PE, F.ASCE, Principal-In-Charge
Individual Authorized to Bind the Firm

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1. Identification of Contact Person

John M. Cruikshank
411 N. Harbor Blvd, Ste. 201, San Pedro, CA 90731
P: (310) 241-6550 x 228 | jcruikshank@jmc-2.com

Addendums Acknowledgement:

We acknowledge as of June 13, 2024, there has been 1 Addendums issued for this Request for Qualifications.

Proposal Validity:

This proposal will remain valid for a period of 60 calendar days from the date of submittal.

Conflicts of Interest:

JMC^2 does not have any financial, business, or other relationships with the City of Gardena that may have an impact upon the outcome of this contract, nor do we have any other current clients who may have a financial interest in the outcome of this contract or with City of Gardena projects that will follow from work performed in the Scope of Work.

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B. Firm Qualifications & Experience

Identification of Consultant

Official Name:	**John M. Cruikshank Consultants, Inc. (JMC²)**
1.Ownership	Incorporated, CA 5/25/2001 Federal ID No. 95-4863352
2. Company Locations	**HQ:** 411 N. Harbor Blvd. Ste. 201, San Pedro, CA 90731 **OC:** 2700 N. Main St. Ste. 300, Santa Ana, CA 92705
3. Officer Location:	411 N. Harbor Blvd. Ste. 201, San Pedro, CA 90731
4. No. of Employees	14
5. Assigned Employee Locations	**HQ:** 411 N. Harbor Blvd. Ste. 201, San Pedro, CA 90731
6. Point of Contact	John M. Cruikshank, PE, F.ASCE 411 N. Harbor Blvd. Ste. 201, San Pedro, CA 90731 E: jcruikshank@jmc-2.com O:(310) 241-6550 x 228
8. Years in Industry:	28 years as firm 36 years of experience
9. Dun & Bradstreet No.	042520895

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Background & Experience

Since its establishment in 1996, **John M. Cruikshank Consultants, Inc. (JMC2)** has consistently demonstrated a commitment to excellence in providing high-quality civil and structural engineering services. Over the years, the firm has cultivated a reputation for emphasizing exceptional client service and implementing cost-effective work approaches tailored to meet the unique needs of each project. With a robust organizational structure, JMC2 places a strong focus on ensuring quality and sustainability in all endeavors, while also prioritizing adherence to tight schedules and responsiveness to client feedback and revisions.

Clients of JMC2 trust in the accuracy, innovation, and clarity of our work products, which encompass a comprehensive range of engineering and project management services. By leveraging our expertise, clients benefit from cost savings and efficiency throughout the lifecycle of their projects, particularly in the costly backend stages. Presently, JMC2 operates from two strategically located offices in San Pedro and Santa Ana and holds professional licenses in more than 30 U.S. states, reflecting our broad geographic reach and expertise.

Through the development of solid working relationships with numerous local public agencies, JMC2 has established itself as a trusted partner in the delivery of civil engineering, project management, and structural engineering services for a diverse array of public works projects. Notable among these projects are the El Segundo Civic Center ADA street and parking lot upgrades, the City of Los Angeles sidewalks and ADA ramps initiatives, the iconic Hollywood Boulevard Walk of Fame Street Plans, the Torrance street and water line upgrades along Cravens Avenue, the acclaimed West Hollywood “WeHo Park”, the innovative Artesia Pico Branch Library, and the essential infrastructure projects at the Burbank Bob Hope Airport and LAX ConRAC facilities. Additionally, JMC2 has played a pivotal role in advancing bike path projects, including those under the Active Transportation Program (ATP) in Santa Monica and Carson, underscoring our commitment to sustainable transportation solutions and community well-being.

Firm Strengths

JMC² has a balanced team capacity to maintain a healthy work mix of public and private sector projects. We have licensed engineers leading our engineering and other technical staff in a wide variety of projects, keeping us up to date with design codes and trends. So, whether the City of Gardena project needs utility research, parking lot design, storm drainage upgrades, sewer line design, new building engineering support, or QSD/QSP support – JMC² can help. We have provided on-call services since our beginning for many public agencies and school districts.

JMC² has extensive experience in on-call work for Public Sector clients, which keeps us at the forefront of public agency ingenuity. From our work as both project civil and structural engineers for many public facilities projects, JMC² has demonstrated its ability, capacity, and skill to properly perform on some of your City’s more difficult projects. For the past 27 years, JMC² has worked on bike paths, libraries, police stations, parking garages, sewerage systems, storm drainage, traffic signals, street plans, boundary surveys, value engineering, plan check, and staff augmentation.

We focus on project success. Successful projects are navigated by first understanding the desired goal and finish date, then working backward on steps to make that happen. We have experienced and talented staff who take the time to understand what your project needs are, providing an upfront, detailed scope of work so we are on the same page. We know who will be reviewing our plans, so we

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make sure all needed tasks are included from the start. Early, focused consultation with the City of Gardena's team is the key to our On-Call Service Success.

Our fourteen-person staff includes four licensed civil engineers and two licensed structural engineers. We also have four engineers in training and a CAD manager.

JMC² provides services in:

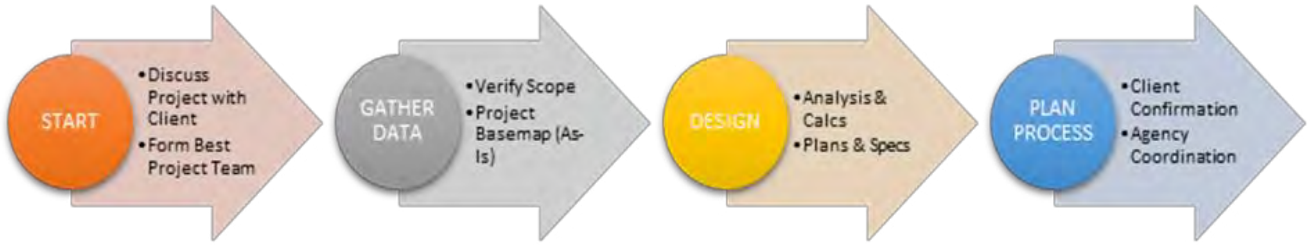
- **Civil Engineering**: earthwork calculations, green street designs, low impact development (LID), stormwater management, public facilities, land development, street design, dry/wet utilities, street and parking lot lighting, and expert witness.
- **Structural Engineering**: building and water structures, seismic evaluations, rehabilitation, and tenant improvements.
- **Permit Processing and Grant Preparation**: cities, counties, state, coastal, federal.
- **Construction Support**: SWPPP, traffic control, constructability reviews.
- **Quality Control/Assurance**

The City of Gardena (City) is seeking professional engineering services teams to assist their Public Works Department over the next three years to implement their capital improvement projects. The JMC² team is responding to the City's 'General Civil Engineering Design Request for Qualifications (RFQ)' as this is what we are built to do. JMC²'s engineers are experts in analyzing and designing new, upgraded, and repaired streets, water systems, storm drainage, sewers, street lighting, utility vaults, bike paths, etc. For each new project, we choose from our pool of talented subcontractors based upon specialty needs.

The City is almost 6 square miles and adjacent to two freeways (I-405 and I-110) that are controlled by Caltrans (State DOT). Within the City boundaries are residents, businesses, schools, churches, and public spaces that rely on safe roads and reliable infrastructure lines. When something does not work, the Public Works Department is the first to hear about it, so their goal is to have the minimal number of issues with their City systems. The JMC² team has a wide variety of experience to be there to help the City respond quickly to a wide variety of public works' issues.

Producing Error-Free Deliverables

JMC2 minimizes errors in their work by following standard processes and procedures that have been fine-tuned over the years. Here is our general approach to delivering value to the City of Gardena.



Our office works on more than 200 projects every year, and we learn something new on every one. The proven success formula involves understanding the Project Goals, the As-Is Condition, the Permit Process then preparing construction documents to get us to the Should-Be Condition in the least amount of time and for the least amount of money.

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Value is defined by our clients. We know your City values clear and concise reports and plans that can be understood by the users of these documents – City Councilmembers, public works staff, contractors, and maintenance crews.

Our team can handle the City's design service needs as called for in the Request for Qualifications under the category of General Civil Engineering Design. Our philosophy is to be prepared to respond to all City needs by having well-rounded and experienced staff of many different disciplines.

Every Gardena capital improvement project will be unique and have its own Work Plan. Still, we need to be specific on with our Work Breakdown Structure (WBS) down to the task level. The JMC^2 process follows the same basic flowchart and procedures which leads to consistent and proven results.

Here are all the needed project tasks for a City park project requiring a much-needed facelift. JMC^2 will make sure that all necessary steps (tasks) are taken for each City of Gardena project. We will ensure there is a proper road map with project specifics to complete all our work on time and in budget.

Example Park Work Plan

The following City documents will be reviewed and followed: FY 2024-25 CIP, 2024 ADA Transition Plan, Storm Drain Master Plan, Sewer Master Plan, and Pavement Management Plan.

Project Management Plan

The following is a sample project template that JMC^2 follows for each engineering project. The scope needs to be clearly defined so the team is clear on their work approach and objectives.

Project Coordination

Site Visit

JMC^2 will visit the project site to gain a better understanding of the scope of work, the local environmental conditions and other requirements which may be specific to the actual location. It may be necessary to amend the scope of the work based on the finding at the conclusion of this site visit.

Utilities Research

JMC^2 will conduct a thorough investigation of all available record information from City and/or County, Utility Agencies and/or Other Agencies having jurisdiction over this project to discover existing utilities and determine points of connection.

Coordination

JMC^2 will participate in the Kickoff meeting but also communicate with the project team including phone calls, virtual meetings, and emails with the Client and/or other subcontractors for the purpose of maintaining project status and open dialog. These coordination efforts are necessary and add value to help achieve on-time and in-budget performance.

Deliverables

- Topographic & Boundary Survey
- Utility/Civil Basemap

Conceptual Design

Conceptual Street Improvement Plans

JMC^2 will prepare concept street improvement plans for the new street features, sidewalks, drainage, paved areas, and landscaping to City standards. Plans will show preliminary street plans/profiles, site drainage, and landscaped areas. Plans will be prepared at 1"=20' (engineering) scale with attached

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details as required. Work includes preparation of associated preliminary earthwork calculations. Work may include retaining wall plans, profiles, calculations, or cross-sections.

Conceptual Utility Plans

JMC² will prepare conceptual utility plans to City and local utility company standards. Plans to show demolition or protection of existing utilities and placement of new utilities, easements, mainline sewer, and individual sewer laterals to within five feet of the water features and/or buildings. Site utilities include sewer, water, and gas lines only.

Preliminary Retaining Wall Plans (Plan View Only)

The site grading being proposed may require retaining walls around the site perimeter and terraced areas. After grading plans and architectural site plans are agreed upon, JMC² will calculate locations requiring earth retention (work does not include pool or house structure). Plans will show wall layouts, bearings, distances, cross sections, and drainage.

Preliminary Hydrology/Hydraulics Report

JMC² will prepare an on-site hydrology study and hydraulics report to City Public Works standards to drain the project site to the existing storm systems or other non-erosive storm water systems. Provide drainage system research and hydrology/hydraulics study. Study to show on-site storm water generation (flow rates) and ways to treat the first rainfall per city standards.

Preliminary Low Impact Development Ordinance (LID)

JMC² will prepare a Low Impact Development (LID) report to City standards. The report will discuss runoff mitigation in a manner that captures rainwater at its source, while utilizing natural resources including rain barrels, permeable pavement, rainwater storage tanks, planter boxes or infiltration pits to contain water.

Deliverables

- Conceptual Design Complete Redesign with Preliminary Statement of Probable Construction Cost
- Conceptual Design Modernize/Transform Existing Facilities with Preliminary Statement of Probable Construction Cost
- Community Outreach (Inclusive of 3 meetings)
- Presentations to Commission and Council (3 meetings)
- Revisions to Plans Per Community/City Input
- Final Preferred Concept Plan per City

Plans, Specifications, and Estimates

Recycling (Demolition) Plans

JMC² will use the landscape architectural site plans as a basis for developing a Recycling (Demolition) Plan to show how existing site features can be recycled, reused, or properly disposed of. Work includes close coordination with the project team. The site recycling plans will include dimensions, limits of work, subgrade information, and instructions to the contractor on recycling, removal, or salvage of site items.

Horizontal Control Plans

JMC² will prepare horizontal control plans to provide geometric descriptions of water features, on-site walkways, site walls, access roads, and other non-building features. Work includes verification and

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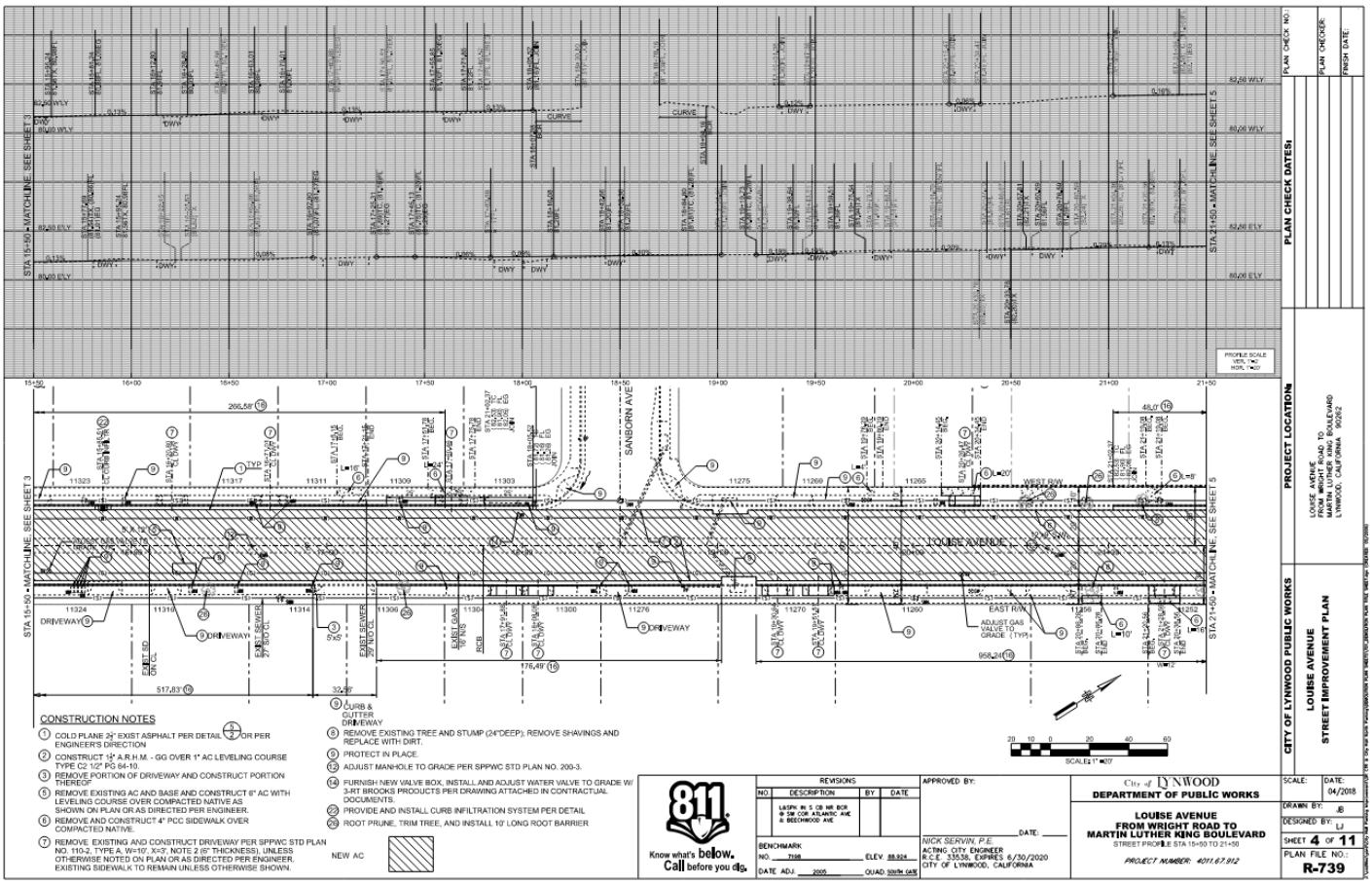
adjustment of site layout features to simple geometric shapes (lines, arcs, etc.) so they can be properly defined and constructed using geometric coordinates.



Street Improvement Plans

JMC² will prepare street improvement plans including new street features, ADA ramps, drainage systems, tree wells, sidewalks, building access, access road connections, driveways, paved areas, and landscaping to City standards. Plans will be prepared at 1"=20' scale with attached details as required. Work includes preparation of associated earthwork calculations. Work does not include retaining wall plans, profiles, calculations, or cross-sections.

Retaining Wall Plans

The site grading being proposed will require retaining walls around the site perimeter and terraced areas. After grading plans and architectural site plans are agreed upon, JMC² will calculate locations requiring earth retention (work does not include pool or house structure). Plans will show wall layouts, bearings, distances, cross sections, and drainage. Structural calculations will be performed using EnerCalc (industry standard) wall software.

Signing and Striping Plans

JMC² will incorporate any striping and signage modifications at the project intersection on the corresponding traffic signal plan if it is part of a signal design project or will produce separate signing and striping plans. Striping and signage services will include items like improving existing bike lane signages, reinstalling faded striping, or other striping or signage that may be required.

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Traffic Signal Plans

Utilizing the traffic signal as-built plans, survey, and field investigation data, the JMC2 team will prepare a traffic signal base plan at the intersection. The base plan is the backbone to accurately design proposed improvements. At this stage of the process, a thorough review is performed on the base plan to ensure accuracy prior to design. The base plan will include centerline, right-of-way, relevant existing street improvements, and existing traffic controls. We will prepare the base plan in accordance with City's format and standards. If the intersection has shared jurisdiction with other cities we will also work with their standards.

Our team has extensive experience in traffic signal design and will utilize that knowledge to identify potential conflicts before the project goes into construction. For example, proposed signal poles will be strategically placed in the optimum location for driver/pedestrian visibility and will adhere to ADA guidelines. We will also evaluate any current deficiencies or sub-standard equipment that should be upgraded to meet current City and City agreed-upon standards.

We will provide a detailed traffic signal plan per City agreed-upon format, standards and specifications. The plan will propose approved signal phases, clearly identify all existing, proposed and removed traffic signal equipment to correspond the overall design intent and shown existing and proposed improvements. The traffic signal plan will be 1"=20' scale unless directed otherwise.

Utility Plans

JMC^2 will prepare utility plans to City and local utility company standards. Plans to show demolition or protection of existing utilities and placement of new utilities, easements, mainline sewer, and individual sewer laterals to within five feet of the building. Site utilities include sewer, water, and gas lines only.

Erosion Control Plans

The grading and drainage plans will be the basis for a city mandated erosion control plan for work to take place during the winter months. The engineering work includes designing an erosion control system, using proven methods, to minimize the environmental impact to the surrounding properties during construction.

Fire Service Plan

JMC^2 will prepare fire water connection showing plan and profile according to the Authority design guideline. Plans to show construction of 6" fire line from main line to the backflow (5 feet away from the building). Fire sprinkler plans and calculations included.

Hydrology/Hydraulics Report

JMC^2 will prepare an on-site hydrology study and hydraulics report to City Public Works standards to drain the project site to the existing storm systems or other non-erosive storm water systems. Provide drainage system research and hydrology/hydraulics study. Study to show on-site storm water generation (flow rates) and ways to treat the first rainfall per City standards.

Low Impact Development Ordinance (LID)

JMC^2 will prepare a Low Impact Development (LID) report to City standards. The report will discuss runoff mitigation in a manner that captures rainwater at its source, while utilizing natural resources including rain barrels, permeable pavement, rainwater storage tanks, planter boxes or infiltration pits to contain water.

Storm Water Pollution Prevention Plan

JMC^2 will prepare the storm water pollution prevention plan (SWPPP) pursuant to Cal/EPA standards. Work will include site visits, compilation of boilerplate documents, identification of pollutant sources and

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BMP solutions, development of a construction maintenance schedule, checklist, and the proposed SWPPP site plans, and proper filing of the Notice of Intent (NOI) with the State Regional Water Quality Control Board (SRWQCB). The owner or Legally Responsible Person (LRP) should be responsible for certifying the documents and information that are submitted through the State Waterboards SMARTS website including Annual SWPPP reports, NOIs, NOTs, COIs. A project schedule including the duration of the construction should also be provided to the QSD prior to the start of any construction.

Construction Specifications

JMC² will prepare technical specifications in CSI format to cover civil and structural engineering work. This provides the contractor with instructions on how to proceed with construction tasks related to civil and structural engineering tasks.

Cost Estimate

JMC² will prepare cost estimates to cover the civil engineering portions of work. The information will be provided in spreadsheet format showing item, unit price, quantity, and total price for each line item.

Professional Services during Bid and Construction

Bid and Award

JMC² will assist the city to respond to bidders RFIs and prepare clarification and/or additional bid documents for issuance of bid addendums.

Construction Phase Services

During the construction phase, it is anticipated that JMC² may perform or take part in the following:

1. Attend a pre-construction meeting.
2. Review and respond to RFI's and submittals.
3. Review of Client Structural Shop Drawings, for off-site prefabricated structural elements, specifically excluding shop or placement drawings for concrete reinforcement steel. Please note that shop drawings are reviewed only for general conformance with the intent of the design and general compliance with the construction contract. Dimensions, quantities, and other considerations are not reviewed.
4. Process plan requests including electronic submission to project team.
5. Provide project development observation.
6. Prepare record drawings upon project closeout.

Deliverables

- Record drawings

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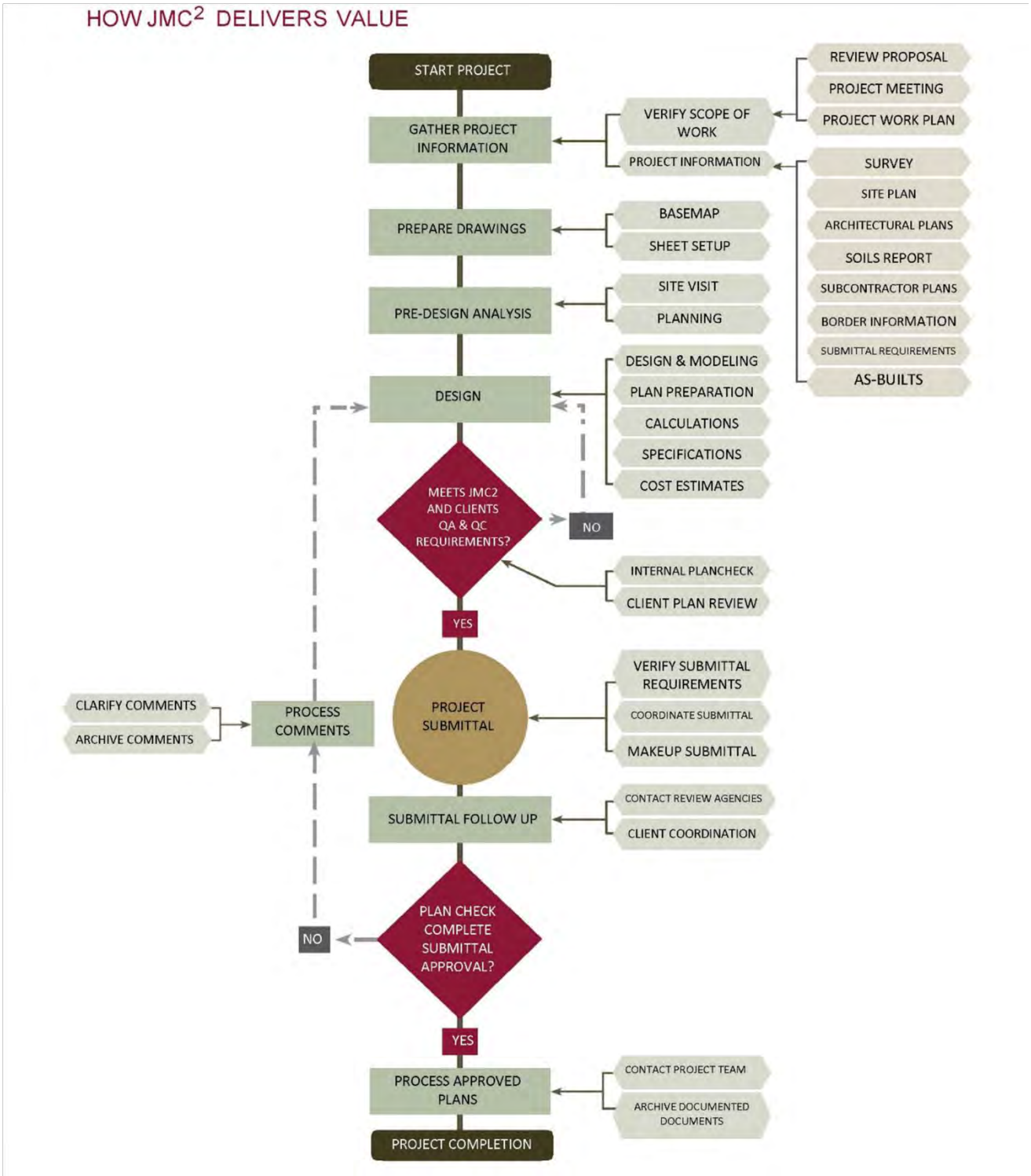

Familiarity of Regional Grants/Competitive Funds

JMC^2 works on regional grants and competitive fund projects all the time. We are currently overseeing construction for Santa Monica's Michigan Ave/20th Street active transportation project (ATP) at the I-10 freeway and in plan check for Compton's Urban Greening project along the SR91 freeway both utilizing State of California grant funding. We help our clients fill out grant applications along with making sure to comply. We are currently project managers and civil engineers of record for the City of Carson's Dominguez Channel Bike Path project.

SBCCOG/Metro: JMC^2 worked directly for Metro and South Bay Cities Council of Governments (SBCCOG) applicants with on-site staffing in their downtown LA headquarters to prepare STIP funding applications. Last year, JMC^2 Principal, John Cruikshank, who is currently Mayor of Rancho Palos Verdes was the Chair of the SBCCOG. He is quite experienced with grants and working with the relevant agencies.

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C. Key Personnel & Experience

John Cruikshank, PE | Role: Principal-in-Charge

John is a registered civil engineer with 30 years of civil and structural design, constructability reviews, and project management for all aspects of public works projects, land development, transportation systems, marine facilities, building systems, and industrial operations. John is currently the Project Manager for the Cities of Santa Monica, El Segundo, and Compton projects and Carson On-Call.

Certifications/Licenses: Civil Engineer, CA: 50792 | SWPPP, CA 797 | PE in 25 other states

Khaled Abdo, PE | Role: Senior Project Manager

Khaled is a registered civil engineer with 34 years of diverse international experience in planning, coordinating, executing, monitoring & controlling, managing and construction services for all aspects of civil engineering. Khaled will assist with civil engineering tasks. Khaled is currently the Project Manager for the City of Carson's Dominguez Channel Bike Path project.

Certifications/Licenses: Civil Engineer, CA: 57815 | QSD, CA: 25228

Ariel Cenizal, PE | Role: Project Civil Engineer

Ariel is a registered civil engineer with more than 20 years of experience in the engineering and construction industry. Ariel will assist with civil engineering tasks. Ariel is currently the Project Engineer working on the City of Santa Monica and Compton projects.

Certifications/Licenses: Civil Engineer, KY: 34297 | PE in 4 other states

Cesar Israel Lopez Martinez | Role: Design Engineer

Cesar completed his Bachelors education on 2019 in Mexico, has expereince in the construction industry in various projects as a Site Supervisor, from a government office building, to private offices, to a clinic, managing all types of contractors, from Concrete Structure, General Masonry, Utilities, and finishes. He is a UCLA graduate with a M.S. in Civil Engineering, majoring in Hydrology and Water Resources. Cesar is a Design Engineer at JMC^2 working on all types of public sector projects and currently working on El Segundo, Los Angeles, and Carson city projects.

Vipul Ahuja, SE | Role: Senior Project Manager

Vipul is a registered structural engineer with over forty years of structural design experience. Vipul specialization is in High-rise buildings, Structural Design, Structural Analysis, ETABS, STAAD, Feasibility, Structural Steel Design, Reinforced Concrete Design, Ram Concept, Value Engineer, PBSD, Seismic Isolation. Currently working on city projects for Yorba Linda, Santa Monica, Carson, Port of LA, Hermosa Beach, Redondo Beach.

Certifications/Licenses: Structural Engineer, CA: 2908, Civil Engineer, CA: 36041

Kyle Askarian, PE | Role: Project Engineer

Kyle is a registered civil engineer. His expereince includes design, Structural Analysis, RISA 3D, AutoCAD, Structural Steel Design, Reinforced Concrete Design, Metal Stud Framing Design. Currently working on city projects for Yorba Linda, Santa Monica, Carson, Port of LA, Hermosa Beach, Redondo Beach.

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D. Organization Chart

ORGANIZATION CHART

City of Gardena

JMC2

Project Management, QA/QC, Civil & Structural Engineering

John Cruikshank, PE, MSEMT, F.ASCE
Project Manager & Principal-in-Charge

Support Staff

Khaled Abdo, PE
Sr. Project Manager

Ariel Cenizal, PE
Project Civil Engineer

Cesar Israel Lopez Martinez
Design Engineer

Structural Support Staff

Vipul Ahuja, SE
Sr. Project Manager

Kyle Askarian, PE
Project Engineer

Asma Aljazzar, EIT
Design Engineer

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E. Similar Projects/ Services

The following is a listing of JMC^{2}'s similar projects for other local municipalities:

Hermosa Beach Pier Ph. III Update, Hermosa Beach, CA, City of Hermosa Beach

1. Client: City of Hermosa Beach | 1315 Valley Drive, Hermosa Beach, CA 90401| Joseph SanClemente | Public Works Director for the City of Hermosa Beach | 310.318.0238 | jsanclemente@hermosabeach.gov
2. Services Provided: Civil and Structural Engineering to analyze and to repair concrete pier.
3. Project engineers to conduct pier underside inspection and refresh construction plans, specifications, and estimates to structurally repair currently distressed concrete piles, decking, or bent caps that may require a variety of structural repairs. Work can begin in mid-January assuming the surf is reasonably calm to safely perform inspections.
4. Dates: 01/11/2022-Ongoing
5. Key Personnel: John M. Cruikshank | Victor Lopez
6. Outcome: Construction in March 2023

Pacific Coast Highway Street Improvement, Hermosa Beach

1. Client: City of Hermosa Beach | 1315 Valley Drive, Hermosa Beach, CA 90254 Lucho Rodriguez, PE | 310.318.0210 | lrodriguez@hermosabch.org
2. Services Provided: Designed ADA ramps for state highway and sidewalks to access commercial/residential buildings.
3. The City of Hermosa Beach retained the services of JMC2 for the design of four (4) ADA Curb Ramps per the latest Caltrans Standards on PCH in the City of Hermosa Beach. Their request was to design the ADA ramps per the latest Caltrans standards and requirements, prepare construction plans and specifications, and rough construction cost estimate at the beginning of the project and final construction cost estimate by the completion of Plans and Specifications. JMC2 recently completed 100% plan, specifications, and estimates (PS&E) documents pursuant to Caltrans Encroachment Permit standards for ADA curb ramp upgrades at 2nd Street, 6th Street, and 21st Street along Pacific Coast Highway (Hwy 1) in the City of Hermosa Beach. Work involved extensive coordination with City and Caltrans officials and mandatory design exception factsheets to obtain Caltrans Design Standard Exceptions and Encroachment Permits.



4. Dates: 11/15/2016 – 7/3/2019
5. Key Personnel: John M. Cruikshank | Ariel Cenizal
6. Outcome: ADA ramps successfully built.

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Dominguez Bike Path Phase I & II, Carson, CA

1. Client: City of Carson | 701 E. Carson Street, Carson, CA 90745
   Gilbert Marquez | 310.952.1700 | gmarquez@carson.ca.us
2. Services Provided: Civil and structural engineering for new bike path along the Dominquez Channel
3. Project manager preparing the plans, specifications, and estimates (PS&E) for a Bike Path phase 2 along eastside of Dominguez Channel from Avalon Blvd to 223rd Street. The proposed 1.7-mile-long bike path is in the City of Carson (City), along the Dominguez Channel which is maintained by the Los Angeles County Flood Control District (LACFCD). This task also involved preparation of CEQA document and Right-of Way certification. The project is included in both the City's and the County of Los Angeles' Bicycle Master Plans, which identifies the bike path as an important transportation and recreational link along the entire length of the Dominguez Channel from the City of Hawthorne to Pacific Coast Highway.



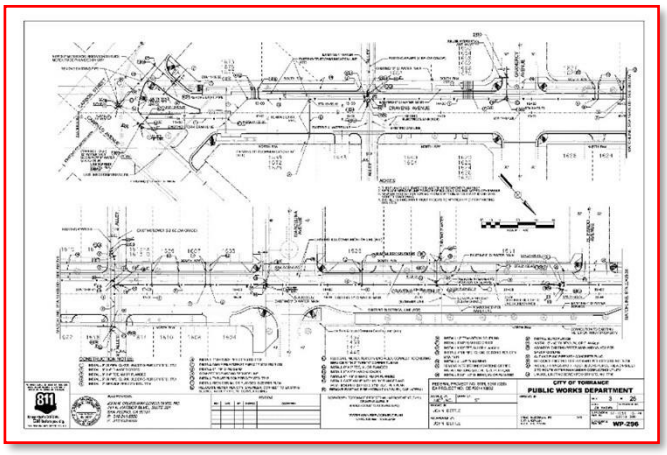
4. Dates: 03/24/2020-Ongoing
5. Key Personnel: Khaled Abdo | Ariel Cenizal | Josimar Ortiz
6. Outcome: Still in design and permit processing.

189th Street Ped. Bridge

1. Client: City of Carson | 701 E. Carson Street, Carson, CA 90745
   Victor Lopez | 310.952.1700 | vlopez@carsonca.gov
2. Services Provided: Civil and structural engineering to repair a pedestrian bridge that had been closed for years.
3. Civil and structural engineers for the retrofit design of an existing 72-foot-long x 6-foot-wide pedestrian bridge spanning over the Los Angeles County Flood Control Channel. The walking surface of the bridge, as well as the guard rail fencing, were both completely removed and replaced due to significant rust and corrosion. New solar powered lighting was added to the bridge to properly illuminate the bridge at night.
4. Dates: 01/27/2020-10/10/2022
5. Key Personnel: Khaled Abdo | Erich Axsom
6. Outcome: Bridge reopened last year linking the two separated neighborhoods back together.

Docusign Envelope ID: ED92D598-C682-44C2-8CF2-46C32DEA3E07

Street/Pedestrian Upgrades of Cravens Avenue, Old Torrance, City of Torrance, CA



1. Client: City of Torrance | 20500 Madrona Avenue, Torrance, CA 90503
   Jessamine Que | 310.618.3066 | JQue@TorranceCA.gov
2. Services Provided: Project management, topographic surveying, as-built and utility research, coordination meetings, community meetings, street plans and profiles, drainage upgrades, signage/striping plans, water plans, street lighting, landscape plans, construction specifications, cost estimates, and construction oversight.
3. Project managers, surveyors, and civil engineers for street rehabilitation, pedestrian upgrades, and ADA improvements for Cravens Avenue in historic Old Torrance. Work included project management, topographic surveying, as-built and utility research, coordination meetings, community meetings, street plans and profiles, drainage upgrades, signage/striping plans, landscape plans, construction specifications, cost estimates, and construction oversight.
4. Dates: 01/07/2013-03/05/2018
5. Key Personnel: John M. Cruikshank
6. Outcome: The street has reopened and has been reactivated helping businesses flourish.

Michigan Avenue Greenway & 20th Street & Ped. Improvements, Santa Monica, CA



1. Client: City of Santa Monica |1685 Main Street, Santa Monica, CA 90401
   Former Project Manager Joseph SanClemente, current Public Works Director for the City of Hermosa Beach | jsanclemente@hermosabeach.gov | 310.318.0238
2. Services Provided: Bike and pedestrian path alternatives, layout plans, hydrology study, street improvement plans, utility plans, project management/coordination, details, Caltrans permit processing, drainage plans, stage construction, construction specifications, and cost estimates.
3. Project engineers for the Michigan Avenue Neighborhood (ManGo) bikeway from 19th Street to 21st Street crossing the I-10 freeway at 20th Street. This is an Active Transportation Project (ATP) with State grant funding. Work has included bike and pedestrian path alternatives, layout plans, hydrology study, street improvement plans, utility plans, project management/coordination, details, Caltrans permit processing, drainage plans, stage construction, construction specifications, and cost estimates.
4. Dates: 05/22/2019-Ongoing
5. Key Personnel: John M. Cruikshank | Ariel Cenizal
6. Outcome: Going to construction in March 2023

Docusign Envelope ID: ED92D598-C682-44C2-8CF2-46C32DEA3E07

Urban Greening, SR-91 Freeway

1. Client: City of Compton | 205 S. Willowbrook Avenue, Compton, CA 90220
   John Strickland | 310.761.1422 | jstrickland@comptoncity.org
2. Services Provided: Civil engineering and transportation design for work in City and Caltrans right-of-way.
3. The project is a recipient of two Urban Greening/Forestry and Water Reclamation Grants from separate State of California agencies: Natural Resources and Department of Forestry and Fire Protection (Cal Fire). Alameda-SR91 Urban Greening and Water Reclamation Project Greening Compton's State Route 91 (Agreement No. U29107-0) at State Route 91 interchange at South Alameda Street and South Santa Fe Avenue. There are eight (8) sites situated between ramps, Compton Creek, frontage roads, freeway, streets, and commercial properties. Project includes planting of trees and shrubs, installing irrigation and bioswales, creating a water retention and filtration system, and installing interpretive signage. Greening Compton's State Route 91 (Agreement No. 8GG16423) location between State Route 91 Highway and Artesia Blvd between Central Avenue and Harbor Avenue, project also has eight (8) separate sites bounded completed by the freeway, frontage roads, and freeway ramps. Project includes planting of trees and shrubs, installing irrigation and bioswales, creating storm water filtration systems, and installing Cal Fire and Compton signage.
4. Dates: 2019-Ongoing
5. Key Personnel: John Cruikshank | Ariel Cenizal
6. Outcome: Still in design



Docusign Envelope ID: ED92D598-C682-44C2-8CF2-46C32DEA3E07

F. References

Hermosa Beach Pier Ph. III Update, Hermosa Beach, CA, City of Hermosa Beach

Client: City of Hermosa Beach | 1315 Valley Drive, Hermosa Beach, CA 90401|

Contact: Joseph SanClemente | Public Works Director for the City of Hermosa Beach | 310.318.0238 | jsanclemente@hermosabeach.gov

Dominguez Bike Path Phase I & II, Carson, CA

Client: City of Carson | 701 E. Carson Street, Carson, CA 90745

Contact: Gilbert Marquez | 310.952.1700 | gmarquez@carson.ca.us

Michigan Avenue Greenway & 20th Street & Ped. Improvements, Santa Monica, CA

Client: City of Santa Monica |1685 Main Street, Santa Monica, CA 90401

Contact: Former Project Manager Joseph SanClemente, current Public Works Director for the City of Hermosa Beach | jsanclemente@hermosabeach.gov | 310.318.0238

Urban Greening, SR-91 Freeway

Client: City of Compton | 205 S. Willowbrook Avenue, Compton, CA 90220

Contact: John Strickland | 310.761.1422 | jstrickland@comptoncity.org

Docusign Envelope ID: ED92D598-C682-44C2-8CF2-46C32DEA3E07

G. Fee Schedule

ENGINEERING

HOURLY RATE SCHEDULE

Effective January 2024

EXPERT WITNESS	$ 400.00
PRINCIPAL-IN-CHARGE	$ 300.00
VP (DEPARTMENT HEAD)	$ 250.00
SENIOR PROJECT MANAGER	$ 225.00
PROJECT MANAGER	$ 210.00
PROJECT ENGINEER	$ 195.00
ENGINEER III	$ 180.00
ENGINEER II	$ 165.00
ENGINEER I	$ 150.00
PROJECT DRAFTER	$ 165.00
DRAFTER/CAD OPERATOR	$ 135.00
ADMINISTRATIVE/COORDINATOR	$ 100.00

Reimbursable Expenses	**Per Unit Charge**
In-house large format copy service	$ 5/print
In-house black and white plots	$ 30/plot
In-house color plots	$ 60/plot
Color Copies	$ 0.65/page
Outside printing/media services	Cost + 15%
Postage/delivery service (1)	Cost + 15%
Travel: Air Fare, Car Rental, Meals, Lodging	Cost + 15%
Company Vehicle	Maximum allowed by IRS

Notes:

(1) Plans are sent out to clients via Overnight mail unless otherwise directed by Client.

(2) Hourly rates will be updated on an annual basis throughout the duration of the project, and services will be billed at the hourly rates in place at the time the service is provided.

H.Resumes

JOHN M. CRUIKSHANK, PE

PRINCIPAL, PROJECT MANAGER

John Cruikshank is President & CEO of **John M. Cruikshank Consultants, Inc.** (JMC^2). He is a registered civil engineer with thirty years of civil and structural design, constructability reviews, and project management for all aspects of land development, transportation systems, port facilities, building systems, and industrial operations. Originally with **Caltrans** – District 7, he was involved with freeway interchange construction inspection, report writing, and design in both Los Angeles and Ventura Counties.

John then worked for **Tudor Engineering Company** in Los Angeles as both a designer and a report writer. He prepared plans, specifications, and estimates (PS&E) work for critical California transportation projects including the I-110 Harbor Transitway in Los Angeles, the SR-198 Gap Closure project in Visalia, and the 580/680 Direct Connector project in Pleasanton. He was responsible for seismic retrofit feasibility reports and retrofit strategies for several, Northern California bridges after the 1989 Loma Prieta earthquake.

Before starting **JMC^2**, Mr. Cruikshank was the office manager for **Harding Lawson Associates Infrastructure, Inc**. He was project engineer for Metro's SR-605 HOV project and project manager for several infrastructure projects throughout Southern California. At **JMC^2**, Mr. Cruikshank sets direction for the company while overseeing numerous critical projects.

AREAS OF EXPERTISE

- Project Management
- Transportation Engineering
- Civil Engineering
- Street Improvement Plans
- Caltrans, Utility Company, and Local Agency Coordination

EDUCATION

- **Bachelor of Science**, Civil Engineering University of Southern California
- **Master of Science** - Engineering Management University of Southern California

LICENSURE

- 1993 / Registered Civil Engineer / California #C50792
- 2011 / Qualified SWPPP Developer & Practitioner / California #797
- 2019 / Professional Engineer in 23 other states

PROFESSIONAL AFFILIATIONS

- American Society of Civil Engineers – *Fellow*
- City of Rancho Palos Verdes – *City Council Member*
- Construction Management Association of America
- Harbor Association of Industry & Commerce

MSX Road Repairs 20-21, Long Beach, California State University of Long Beach

There are four street "Areas" on the Client's campus that have either "Poor" or "Very Poor" road conditions including: Area 1 – CSULB private road from the pyramid parking structure (west) to parking lot G12 (as shown) – approx. 1,500 LF, Area 2 – State University Drive from E Campus Drive to Palo Verde Ave (as shown) – approx. 1,000 LF, Area 3 – Brotman Drive west of James Brotman Hall – approx. 250 LF, and Area 4 – Merriam Way from E Atherton Street south to the LACFCD channel – approx. 1,600 LF.

Michigan Avenue Greenway & 20th Street Bikeway, City of Santa Monica, CA. Project manager for the Michigan Avenue Neighborhood (ManGo) bikeway from 19th Street to 21st Street crossing the I-10 freeway at 20th Street. This is an Active Transportation Project (ATP) with State grant funding. Work has included bike and pedestrian path alternatives, layout plans, hydrology study, street improvement plans, utility plans, project management/coordination, details, Caltrans permit processing, drainage plans, stage construction, construction specifications, and cost estimates.

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LAX ConRAC Civil Engineering Independent Design Check, PGAL, Los Angeles, CA. Los Angeles World Airport's design team led by PGAL (architects) finalized their 60% construction document set and by contract this submittal needed to be independently checked. JMC^2 provided a thorough, independent check of the civil engineering work prepared by Kimley Horn, Inc. Work included review of all prime civil engineer's calculations and reports, and plans including on- and off-site improvements; performed interface check between full plan set and civil engineering plans; reviewed all prime civil engineer's construction specifications; attended coordination meetings; and performed backcheck of revised plans, specifications, and calculations.

Civil Engineering Services in Support of Architectural and Engineering Services Section, Los Angeles, CA LAUSD. For more than two decades, Principal civil engineer providing planning, design, and construction document development for a wide range of LAUSD projects. Work has included master planning, ADA upgrades, paving, grading and drainage, project management, slope stabilization, accessibility upgrades, site utilities, SWPPP, street improvement plans, peer review, permit processing, cost estimates, specifications, construction phase services, record drawings, and DSA closeout.

Street/Pedestrian Upgrades of Cravens Avenue, Old Torrance, Torrance, CA. Project manager for surveyors, civil engineers, and landscape architects for street rehabilitation, pedestrian upgrades, and ADA improvements for Cravens Avenue is historic Old Torrance. Work has included project management, topographic surveying, as-built and utility research, coordination meetings, community meetings, street plans and profiles, drainage upgrades, signage/striping plans, landscape plans, construction specifications, cost estimates, and construction oversight.

On-Call Civil Engineering Professional Services, Orange County, CA, OC Parks. Project manager and principal civil engineer who is heading up the JMC^2 team which will be available to meet workload demands for upcoming park, beach, harbor, trail, and historic site projects. His firm, JMC^2, is a full-service surveying and engineering company, has strategically teamed with a few other professional firms to handle the wide range of services needed for the OC Park's projects.

Port of Long Beach (POLB) Middle Harbor Redevelopment Project, Long Beach, CA, Moffatt & Nichol. Project civil engineering subconsultant hired to provide small business enterprise, professional support services for the Moffatt & Nichol project team through 2019. The POLB's goal is to replace two of their obsolete and irregularly shaped container terminals with one efficient, green, and 345-acre facility with a large, on-dock rail yard.

Chino Annexation, Chino, CA, Stanley R. Hoffman Associates, Inc. Project civil engineer in charge leading the decision process for future infrastructure systems needed to accommodate future annexation scenarios. For example, large developments can provide backbone infrastructure on a more efficient basis than piecemeal annexations, and island annexation may be closer to existing infrastructure, but here may be system sizing issues that need to be addressed. The infrastructure analysis included infrastructure locations, materials, age, planned upgrades, constraints, and current capital improvements plans. This analysis identified current financing approaches, including impact and connection fees, developer requirements, and assessments and special taxes that will be part of future financing recommendations.

Docusign Envelope ID: ED92D598-C682-44C2-8CF2-46C32DEA3E07

KHALED ABDO, PE

SR. PROJECT MANAGER, PROJECT ENGINEER

Mr. Khaled Abdo is a registered civil engineer with 25 years of diverse international experience in planning, coordinating, executing, monitoring, managing and construction services. Management experience in preparing detailed engineering designs, plans and profiles (covering; road networks, storm drain networks, potable water networks, sewerage collection networks and TSE irrigation main networks), specifications and estimates for major Community Development projects, Capital Improvements projects with Municipalities and Government Agencies. Experiences also including Disney Theme Parks, High-Rise Mixed-use Buildings, Sport Facilities, Shopping Malls, and Data Center delivered in a safe, compliant, timely, and cost-effective manner.

AREAS OF EXPERTISE

- Project Management
- Civil Engineering
- Street Improvement Plans
- Caltrans, Utility Company, and Local Agency Coordination

EDUCATION

- Bachelor of Science, Civil Engineering, University of Alexandria, Egypt

LICENSURE

- 2000/ Registered Civil Engineer / California #C57815
- 2011 / Registered Stormwater Quality (QSD) / California #C25228

MSX Road Repairs 20-21, Long Beach, California State University of Long Beach
There are four street “Areas” on the Client’s campus that have either “Poor” or “Very Poor” road conditions including: Area 1 – CSULB private road from the pyramid parking structure (west) to parking lot G12 (as shown) – approx. 1,500 LF, Area 2 – State University Drive from E Campus Drive to Palo Verde Ave (as shown) – approx. 1,000 LF, Area 3 – Brotman Drive west of James Brotman Hall – approx. 250 LF, and Area 4 – Merriam Way from E Atherton Street south to the LACFCD channel – approx. 1,600 LF.

Brentwood School Middle School Building, Brentwood, CA, Pfeiffer. Project civil engineers for the development of a 5-story education building to include subterranean parking, above structure sports complex, theater, classrooms, food facilities, offices, and landscaping features. JMC2’s work for this project includes grading plans, utility plans, hydrology study, low impact development, on and off-site storm drain plans, traffic and lighting plans, street plans, coordinate control maps, bid & award, permit processing, and construction administration.

Carson Dominguez Channel Bike Path Phases 1 & 2, Carson, CA. Project manager preparing the plans, specifications, and estimates (PS&E) for a Bike Path phase 2 along eastside of Dominguez Channel from Avalon Blvd to 223rd Street. The proposed 1.7-mile-long bike path is in the City of Carson (City), along the Dominguez Channel which is maintained by the Los Angeles County Flood Control District (LACFCD). This task also involved preparation of CEQA document and Right-of-Way certification. The project is included in both the City's and the County of Los Angeles' Bicycle Master Plans, which identifies the bike path as an important transportation and recreational link along the entire length of the Dominguez Channel from the City of Hawthorne to Pacific Coast Highway.

University Manor LLC, 5556 University Ave., San Diego. 58,188 SF lot with a Mixed-Use Development consisting of 4 story residential buildings (63 dwelling units), commercial buildings, surface parking (104 stalls, 28 bicycle and 7 Electrical), landscaped areas, and offsite improvement pursuant to City of San Diego. Scope includes demolition of all existing facilities within the plot.

Docusign Envelope ID: ED92D598-C682-44C2-8CF2-46C32DEA3E07

Urban Greening, SR-91 Freeway, City of Compton. The project is a recipient of two Urban Greening/Forestry and Water Reclamation Grants from separate State of California agencies: Natural Resources and Department of Forestry and Fire Protection (Cal Fire). Alameda-SR91 Urban Greening and Water Reclamation Project Greening Compton's State Route 91 (Agreement No. U29107-0) at State Route 91 interchange at South Alameda Street and South Santa Fe Avenue. There are eight (8) sites situated between ramps, Compton Creek, frontage roads, freeway, streets, and commercial properties. Project includes planting of trees and shrubs, installing irrigation and bioswales, creating a water retention and filtration system, and installing interpretive signage. Greening Compton's State Route 91 (Agreement No. 8GG16423) location between State Route 91 Highway and Artesia Blvd between Central Avenue and Harbor Avenue, project also has eight (8) separate sites bounded completed by the freeway, frontage roads, and freeway ramps. Project includes planting of trees and shrubs, installing irrigation and bioswales, creating storm water filtration systems, and installing Cal Fire and Compton signage.

Compton TOD, City of Compton, The Arroyo Group. The City of Compton will prepare to adopt a Transit Oriented Development Specific Plan and any other regulatory changes necessary to implement transit-oriented development by: Creating a new TOD Specific Plan; Amending the General Plan (including but not limited to the Housing, Land Use, Circulation, Community Facilities, Economic Prosperity, Open Space, Noise and Safety Elements) and, the Zoning Code as appropriate/needed to implement the transit supportive Specific Plan; and performing the required CEQA environmental review realignment of 2,800 L.F. of a 12-inch sewer siphon in the City of Laguna Beach. The project involved extensive utility coordination, field visit to set new alignment and field surveying to establish control. The project required a Caltrans Encroachment Permit.

Parking Structure (Lot 4) at the corner of Rosecrans Avenue and Highland Avenue, City of Manhattan Beach. It is a two-level parking structure with an approximate capacity of 78 vehicles. Project includes repairs to concrete cracks and spalls; adding sealant and sealer to improve the durability of the structure; injecting chemical grout behind the existing foundation wall on the east side of the property to reduce the potential for water infiltration; repairing corroded or compromised post-tensioning tendons as necessary to restore the integrity of the structure; repairing the damaged drain enclosure on the north side of the parking structure; designing new perimeter vehicle barrier system; and conducting routine maintenance to improve the durability and aesthetics of the parking structure. Work includes conduct an ADA analysis of the site and updated the parking to meet the ADA report requirements.

Docusign Envelope ID: ED92D598-C682-44C2-8CF2-46C32DEA3E07

ARIEL M. CENIZAL, PE

ENGINEER III, PROJECT ENGINEER

Mr. Cenizal is a registered civil engineer with more than twenty years of experience in the Engineering and Construction industry. It encompassed Land Development Design, Building Construction, Bridge and Highway Design, Document Control Management, and Building Information Modeling.

He started his career as a Civil Designer at Mindelscott and Associates in Louisville, KY. Most of the projects he was involved with are Land Development Projects which include Private and Public Developments. In 2010, He joined The Walsh Group (Walsh Construction) as a Project Engineer/BIM Engineer, for the 88 MW Cannelton Hydroelectric Powerhouse Project in Hawesville, KY. After the project was completed, he was transferred to the Ohio River Bridge East End Crossings Project in Prospect, KY. In 2018, He joined The Troyer Group, based in Mishawaka, Indiana. He was involved primarily with INDOT (Indiana Department of Transportation) Projects. Some of the projects include Bridge Rehabilitation, Small Structure Rehabilitation, Roadway Pavement Design, Roadway Intersection Design, ADA Curb Ramps and Maintenance of Traffic.

AREAS OF EXPERTISE

- Civil Engineering
- Land Development
- Street Improvements
- Utility Company, and Local Agency Coordination

EDUCATION

- Bachelor of Science - Civil Engineering Adamson University, Manila, Philippines

LICENSURE

- 2018 / Registered Civil Engineer / Kentucky #34297

Michigan Avenue Greenway & 20th Street Bikeway, City of Santa Monica, CA. Design engineer for the Michigan Avenue Neighborhood (ManGo) bikeway from 19th Street to 21st Street crossing the I-10 freeway at 20th Street. This is an Active Transportation Project (ATP) with State grant funding. Work has included bike and pedestrian path alternatives, layout plans, hydrology study, street improvement plans, utility plans, project management/coordination, details, Caltrans permit processing, drainage plans, stage construction, construction specifications, and cost estimates.

Compton TOD, City of Compton, The Arroyo Group. The City of Compton will prepare to adopt a Transit Oriented Development Specific Plan and any other regulatory changes necessary to implement transit-oriented development by: Creating a new TOD Specific Plan; Amending the General Plan (including but not limited to the Housing, Land Use, Circulation, Community Facilities, Economic Prosperity, Open Space, Noise and Safety Elements) and, the Zoning Code as appropriate/needed to implement the transit supportive Specific Plan; and performing the required CEQA environmental review realignment of 2,800 L.F. of a 12-inch sewer siphon in the City of Laguna Beach. The project involved extensive utility coordination, field visit to set new alignment and field surveying to establish control. The project required a Caltrans Encroachment Permit.

Carson Dominguez Channel Bike Path Phases 1 & 2, Carson, CA. Design engineer preparing the plans, specifications, and estimates (PS&E) for a Bike Path phase 2 along eastside of Dominguez Channel from Avalon Blvd to 223rd Street. The proposed 1.7-mile-long bike path is in the City of Carson (City), along the Dominguez Channel which is maintained by the Los Angeles County Flood Control District (LACFCD). This task also involved preparation of CEQA document and Right-of-Way certification. Included in both the City's and the County of Los Angeles' Bicycle Master Plan.

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CESAR ISRAEL LOPEZ MARTINEZ

ENGINEER I, DESIGN ENGINEER

I completed my Bachelors education on 2019 in Mexico, in the University of Guadalajara, worked for 3 years in the construction industry in various projects as a Site Supervisor, from a government office building, to private offices, to a clinic, managing all types of contractors, from Concrete Structure, General Masonry, Utilities, and finishes. In 2022 I started a M.S. Civil Engineering, majoring in Hydrology and Water Resources in the University of California, Los Angeles. After graduating I began working for JMC2 as a Design Engineer working in all types of projects. I am currently pursuing the California EIT certification.

AREAS OF EXPERTISE

- Street Improvement Plans
- Grading
- Erosion Control
- Hydrology Reports
- On site supervision

EDUCATION

- B. in Civil Engineering – UDG (2019)
- M.S. in Civil Engineering – UCLA (2023)

2225 E 89TH ST. (LA COUNTY BESS)

Design engineer working in the preparation and approval of the Street Improvement plans needed for the B-Permit of La City's Bureau of Engineering for The LA County Bess Battery Bank Project situated in the Florence-Grahams neighborhood in Los Angeles City, CA.

16800 OAK VIEW DR

Design engineer working in the preparation and approval of the street improvement and structural plans for the B-Permit of La City's Bureau of engineering, as well as helping on getting the on-site grading plan set approved as well as coordinating with the client, architect, surveyor and various city engineer reviewers. 16800 Oak View Dr is a private residence project located in Encino, CA.

12838 EVANSTON RESIDENCE

Design engineer working on the Grading and Drainage plans, Erosion Control, Cross sections, Cut & Fill and LID, as well as redacting the Hydrology Report. The Evanston Residence is a Redevelopment project where the existing residence and features are going to be demolished and reconstructed.

12610 PARK PLAZA (ASCIP)

Design engineer working on the preparation of the Demolition, Grading and Drainage plans, Erosion Control for the remodeling of the parking lot of the ASCIP in the city of Cerritos, CA.

3119 OCEAN BLVD

Design engineer working on the residence redevelopment project and on the Hydrology Report.

CITY OF LOS ANGELES SIDEWALKS

Design engineer working in the preparation of the street improvement plans on various locations across la county, designing sidewalks, driveways and ADA compliant ramps.

Docusign Envelope ID: ED92D598-C682-44C2-8CF2-46C32DEA3E07

VIPUL AHUJA, SE

SR. PROJECT MANAGER

Vipul Ahuja is a Senior Project Manager with JMC^2 and is a registered structural engineer with over forty years of structural design experience. Vipul specialization is in High-rise buildings, Structural Design, Structural Analysis, ETABS, STAAD, Feasibility, Structural Steel Design, Reinforced Concrete Design, Ram Concept, Value Engineer, PBSD, Seismic Isolation.

Prior to joining JMC^2, Vipul lead the structural design firm Ahuja Consultants Pvt. Ltd. at New Delhi (established 1991) as CEO & Director, which was a leader in technology & provides optimum, safe & aesthetically pleasing and many times challenging designs & retrofitting. Serviced clients from all walks of life. Designed one of the tallest buildings in the New Delhi National Capital Region (NCR) & also the first Seismically Isolated commercial building in the private sector in India, which have extremely high earthquake resilience. Apart from that, designed long span roofs, steel-concrete composite buildings, Precast prestressed, Post Tensioned flat slabs, timber & reinforced masonry buildings. His worldwide experience included India, Japan, Australia apart from US (Washington DC, California) where he had a joint venture with Tadjer, Cohen & Edelson Inc.

Vipul also worked with and led organizations such as OSHPD and respected firms like Skidmore Owings & Merrill. Licensed SE in CA since 1987.

AREAS OF EXPERTISE

- Structural Engineering
- Public Agencies
- Steel Design

EDUCATION

- MSEMT, Structural Engineering University of Oklahoma
- BSCE, Civil Engineering, Indian Institute of Technology, New Delhi, India

LICENSURE

- 1987 / Registered Structural Engineer / California #S2908
- 1983 / Registered Civil Engineer / CE California #C36041
- Chartered Engineer: Institution of Engineers, India

PROFESSIONAL AFFILIATIONS

- Member SEAOSC, EERI
- Fellow (Past Vice President), IAStructE
- Fellow Institution of Engineers, India (IEI)

4240 Redondo Beach Blvd. Was involved with reviewing another structural engineer's recommendations. Successfully overruled recommendations and saved client unnecessary expenses by convincing the SE of record to take a pragmatic stand, as it was not a mandatory retrofit. Also the improvements being suggested we were only making the structure better and therefore avoided the city requirements of the retrofit.

3200 La Rotonda Dr. Unit 214, CA. Oceanside Terrace Condominium—HOA wanted to check if it was safe for a persistent homeowner's request to add heavier loads than originally designed for in old structure--built in the 60's. Recognized that the 3-story wooden structure was seated on an underground parking concrete flat slab, which was in distress. Also, the existing wooden structure was non-compliant. Saved HOA the hassle of walking into a mandatory retrofit potentially costing them a fortune.

Laurel Grove, Whittier, CA. Project manager overseeing production of calculations for a cheek wall retaining wall design.

7-Eleven Store, Moreno Valley, CA. Project manager overseeing production of calculations and structural observations for wood framing of store.

Newport Residential Project, Newport Beach, CA. Project manager overseeing production of structural construction documents and construction observations for 8 residential townhouses in the city of Newport Beach.

Docusign Envelope ID: ED92D598-C682-44C2-8CF2-46C32DEA3E07

KYLE ASKARIAN, PE

PROJECT ENGINEER

Kyle Askarian is a Project Engineer with JMC2 and is a registered Professional Engineer. Kyles experiense include design, structural analysis, RISA 3D, AutoCAD, Structural Steel Design, Reinforced Concrete Design and Metal Stud Framing Design.

Laurel Grove, Whittier, CA. Project Engineer producing calculations for a cheek wall retaining wall design.

Project Homekey, Norwalk, CA. Project Engineer producing calculations and structural observations.

7-Eleven Store, Moreno Valley, CA. Project Engineer producing calculations and structural observations for wood framing of store.

4066 Reda, Los Angeles, CA. Served as Project Engineer to provide structural calculations for Steel Stair, and Steel Mezzanine Framing, Anchorage.

Newport Residential Project, Newport Beach, CA. Served as Project Engineer to provide structural construction documents and construction observations for 8 residential townhouses in the city of Newport Beach.

AREAS OF EXPERTISE

- Civil Engineering
- Site Development
- Street Improvement Plans
- Utility Company, and Local Agency Coordination

EDUCATION

Bachelor of Science in Civil Engineering

Master of Science in Structural Engineering

LICENSURE

- Engineer -in-Training / California #160192

NGAS M1, Redondo Beach, CA. Served as Project Engineer to provide structural calculations and sketches for steel stairs.

13601 San Antonio Dr., Norwalk, CA. Served as Project Engineer to provide structural calculations and sketches for steel stairs.

Docusign Envelope ID: ED92D598-C682-44C2-8CF2-46C32DEA3E07

ASMA ALJAZZAR, EIT

ENGINEER I, DESIGN ENGINEER

Asma Aljazzar is a dedicated and skilled Engineer-In-Training with knowledge of engineering principles, theories, specifications, and standards. Demonstrated 3D skills with the ability to design site layouts from concepts through completion. Asma's relevant coursework includes Structural Analysis I, Reinforced Concrete Design I, Structural Steel Design, Foundation Engineering, and Seismic Design I.

Before starting at JMC^2, Asma's professional experience included CAD design where she developed structural engineering drawings that included planes, sections, and details. Created 2D drawings of masonry buildings and wood structures.

AREAS OF EXPERTISE

- Structural Engineering
- Public Agencies
- Street Improvement Plans
- Tenant Improvement

EDUCATION

- Bachelor of Science - Civil Engineering
- California State University, Long Beach

LICENSURE

- 2022/ Engineer -in-Training / California #176587

Seismic Retrofit Plan, Palos Verdes Unified School District, Palos Verdes, CA. Served as Structural Design Engineer to conduct structural observations survey of the district's five (5) secondary school site building stock to determine potentially vulnerable buildings during seismic activity. Also, assisted with developing a seismic retrofit program and ordinance for the district.

Newport Residential Project, Newport Beach, CA. Served as Structural Design Engineer to provide structural calculations and construction documents for 8 residential townhouses in the city of Newport Beach.

POLA Berth 200 Pacific Rail, Los Angeles, CA (POLA). Served as Project Engineer for the Port of Los Angeles (POLA), specifically for new charging station equipment pad and design and calculations of charging arm anchorage and foundations.

Enterprise Sales Facility | GTS Architecture, Orange, CA. Served as Structural Design Engineer to provide structural calculations for major structural elements for Interior renovation with bearing and shear walls removal. Review of Client structural shop drawings, for off-site prefabricated structural elements, specifically excluding shop or placement drawings for concrete reinforcement steel.

Lido Theater, Newport Beach, CA. Served as Structural Design Engineer to provide structural calculations and plans for new office openings, new stage, raised openings.

13844 Struikman Rd | CDL Design Group, Cerritos, CA. Served as Structural Design Engineer to provide structural calculations and plans for new interior metal stud electrical room.

788 S. Alameda St. | John G. Cataldo Architect, Los Angeles, CA. Served as Structural Design Engineer to provide structural calculations for converting an existing, one-story storage building (34,480 sqft) to a five (5) unit commercial center with new, two-story façade treatments.

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH
KIMLEY-HORN AND ASSOCIATES, INC

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **Kimley-Horn and Associates, Inc,** a NC Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - Staff Augmentation

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9**, **2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in

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progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently

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and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall

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comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is licensed to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to indemnify, hold free and harmless including the cost to defend the City, it elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the negligent performance of the Consultant its employees, and/ or authorized subcontractors, of the work undertaken pursuant to this Agreement. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints, or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity shall be limited to the extent required by Civil Code Section 2782.8, to claims that arise out of, or pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. The City agrees that in no event shall the cost to defend charged to the Consultant exceed the Consultant's professional proportionate percentage of fault. This provision shall supersede and replace all other indemnity provisions contained in either the City's specifications or Consultant's proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

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14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and

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shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

    Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any

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unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

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25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	Kimley-Horn and Associates, Inc 245 East 3rd Street Long Beach, CA 90802 Attn: Sri Chakravarthy, PE 73629 Title: Principal-in-Charge/Senior VP

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of

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which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party

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by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

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CITY OF GARDENA

Tasha Cerda, Mayor

ATTEST:

Mina Semenza, City Clerk

APPROVED AS TO FORM:

Carmen Vasquez, City Attorney

CONSULTANT – Kimley-Horn and Associates, Inc

Sri Chakravarthy
Name

Sign: Sri Chakravarthy
Title: Senior Vice President, PE 73629

Michael Choi
Name

Sign: Michael Choi
Title: Assistant Secretary

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

Docusign Envelope ID: D2E192F4-17EB-448D-9265-E405B75C4D34

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference. In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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Prepared for:

Prepared by:

Kimley»Horn
Expect More. Experience Better.

STATEMENT OF QUALIFICATIONS FOR

General Staff Augmentation On-Call Professional Services







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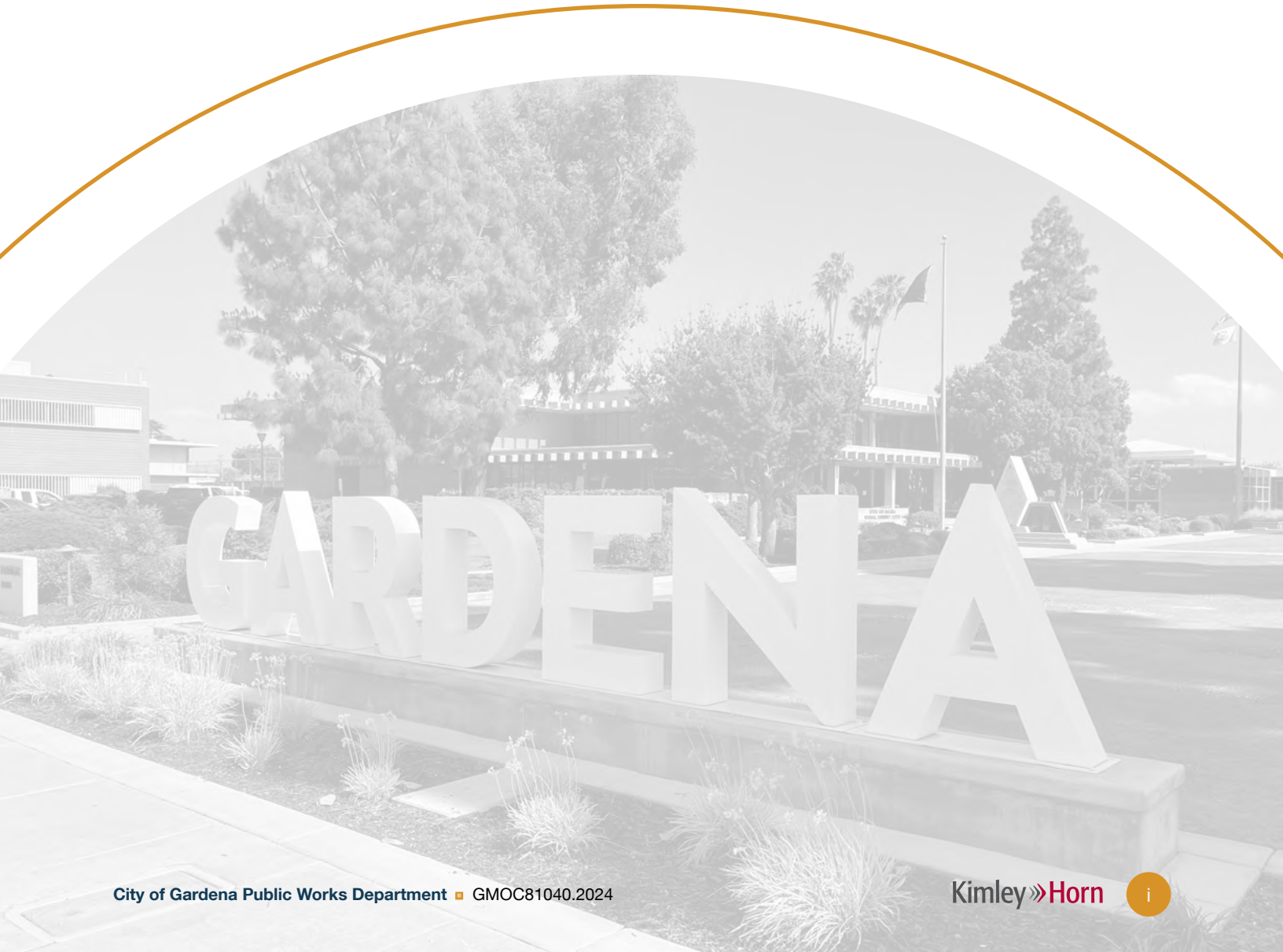

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COVER LETTER

June 13, 2024

» 245 E. Third Street
Long Beach, CA 90802
TEL 562.549.2200

Kevin Kwak, Assistant Public Works Director
City of Gardena, Public Works Department
1717 West 162nd Street
Gardena, CA 90247

RE: Statement of Qualifications for General Staff Augmentation On-Call Professional Services

Dear Mr. Kwak and Members of the Selection Committee:

The **City of Gardena** (City) is seeking qualified consultants to provide staff augmentation services to perform and oversee capital improvement projects in the City from preliminary design to final construction. **Kimley-Horn** understands how important it is to have the right team members joining your staff and has assembled a committed team with the experience and knowledge who are ready to serve as an extension of the City's staff. As you review our statement of qualifications, please keep in mind the following key benefits our team will bring the City:

We Know What It Means to be "On-Call." Kimley-Horn understands what it means to provide services on an as-needed basis for a local government. Since our founding, on-call clients have been a top priority, which has influenced our approach to on-call contracts. Our approach is based on six important principles: be flexible; think and act as an extension of the City's staff; think big picture; be creative; team strategically with other consultants; and provide community and council support. Kimley-Horn has an extensive history of serving cities through on-call public works professional staff augmentation. We are successful by quickly mobilizing and committing necessary resources, taking ownership of the project, maintaining the project schedule, obtaining team consensus, developing accurate construction cost estimates, and delivering quality technical submittals.

Experienced Local Project Manager Backed by Multidisciplinary Resources. Kimley-Horn has extensive experience providing similar as-needed augmentation engineering services in Southern California. Our proposed project manager and traffic engineer, **Laura Forinash, PE, TE**, has over 11 years of experience and recently served as the City Traffic Engineer for the City of Agoura Hills for the last five years. Laura has also provided staff augmentation services for the City of Hawthorne and the City of Laguna Niguel. Laura will be the primary contact for the scope of services requested in the RFP. Laura will be supported by quality control/quality assurance (QC/QA) manager **Sri Chakravarthy, PE, TE**, a professional transportation engineer with over two decades of local experience with traffic design, traffic analysis, and related on-call traffic engineering projects throughout Los Angeles County. Sri has experience as the City Traffic Engineer for the City of Agoura Hills for over a decade. Additionally, the team is supported by **Sowmya Chandrasekhar, PE, TE, PTOE** who has experience as the City Traffic Engineer for the City of Buena Park for a period of over three years and **Tim Chan, PE** has provided traffic engineering staff augmentation services for the City of Anaheim for the last three years. **Kyle Sample, PE, QSD/P** and **Danh Duong, PE, QSD/P** have provided plan check services for the City of Agoura Hills for the last eight years. Principal-in-Charge **Rita Garcia** has supported the City of Gardena's Planning department through an environmental on-call for the past six years. From this experience, our team has developed strong relationships with the City and will continue to provide quality services.

Strong, Local Presence. Our Kimley-Horn team of local professionals work and live in Los Angeles County. Recently, we have established a new office location in the heart of Long Beach where PM manager Laura Forinash, PE, TE and traffic engineer **Angelo Pastelin, EIT**, have relocated to be available to provide more accessible support to the region. Our team is now situated less than 30 minutes from the City. Our location and understanding of the local area gives our team the ability to provide solutions tailored to the community and to be available for last minute field visits and meetings.

Thank you for considering our qualifications. We are excited about the opportunity to partner with and provide more services to the City. If you have any questions, project manager Laura Forinash, PE, TE will serve as our day to day contact with the City. Laura can be reached at 562.549.2186, by email at laura.forinash@kimley-horn.com, or at the address listed above.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

Laura Forinash, PE, TE
Project Manager/Associate

Sri Chakravarthy, PE, TE*
Principal-in-Charge/Senior Vice President

*As Senior Vice President, Sri is authorized to bind Kimley-Horn to a contract.

Kimley-Horn has reviewed the City's Sample Agreement and insurance requirements and would like to discuss exceptions on the following page.

Kimley-Horn acknowledges the receipt of Addendum 01 released on June 4, 2024.

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Contract Exceptions

Kimley-Horn has reviewed the sample Agreement for Professional Services and would like to discuss the following modifications with the City.

8. **Timing of Performance**. This is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. Notwithstanding any other provisions of this Agreement, the Consultant shall not have liability for or be deemed in in breach because of delays caused by any factor outside of its reasonable control, including but not limited to natural disasters, adverse weather, pandemics, or acts of or failure to act by the Client, third parties, or governmental agencies. City, in its sole discretion, may extend the time for performance of any Service.

11. **Insurance Requirements**

C. Coverages, Limits and Policy Requirements.

4. Professional Errors & Omissions ("E&") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregates. ~~Architects' and engineers' coverage shall be endorsed to include contractual liability.~~ If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is ~~admitted~~ licensed to do business in the State of California.

12. **Indemnification**. Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, ~~at Consultant's sole expense,~~ from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers to the extent arising out of the negligent performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder ~~shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall~~ be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, ~~and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable.~~ Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

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FIRM QUALIFICATIONS AND EXPERIENCE

Firm Profile



Founded in 1967, Kimley-Horn is a privately-held corporation that has grown into a leading engineering consulting firm offering comprehensive and innovative traffic, civil, structural, and environmental engineering; landscape design; and development review services to public and private agencies throughout the United States. We employ more than 7,500 personnel in 128 offices nationwide, with 12 offices in California— including our Los Angeles office just 14 miles away from Gardena City Hall—which staff over 760 engineers, planners, analysts, and administrative staff. This depth of resources gives us a deep bench to staff and execute virtually any assignment in response to the City's needs for this on-call contract. From our 57 years of providing engineering and design services to our clients, we have learned how to deliver projects efficiently and successfully. We provide our clients with the local knowledge and responsiveness of a small organization while having the depth of resources only a national firm could offer.

Today, we are one of the highest ranked planning, environmental, and engineering consulting firms in the U.S. According to Engineering News-Record, our firm now ranks 10th overall among the nation's top 500 design firms. These rankings represent the combinedefforts of our staff, who are committed to providing client-focused service and technical excellence in everything we do.

Service Areas

Public Works Professional Staff Augmentation

Throughout the years, we have helped numerous local agencies execute their capital improvement plans. Staff augmentation provides the environment to understand each jurisdiction's unique challenges – including unique local environments, development patterns, and behaviors. Our team of experienced engineers are skilled in meeting the specific needs of each community. For this staff augmentation services contract, Kimley-Horn proposes staff members to perform and oversee capital. Our team's technical qualifications in support of providing the scope of services outlined in the RFP, include, but are not limited to, the following tasks:

Civil Engineering

Civil engineering forms the backbone of Kimley-Horn's experience and qualifications to serve as your project engineer. In California, we have more than 760 professionals that are ready to serve you. At Kimley-Horn, we have experienced professionals in transportation planning, roadway design, site planning and master planning, traffic operations, municipal operations, surface water management, hydraulic/hydrologic modeling, erosion control, among others. We have the in-house capabilities to provide you with any civil engineering need that may emerge. Our multidisciplinary depth of resources means that you will receive unmatched service from our team.

Roadway Design

Roadway design is a key area of Kimley-Horn's professional practice. We have provided these services for urban, rural, primary, secondary, and interstate roadways for clients ranging from municipalities and state departments of transportation (DOTs) to private developers. Our in-house staff is equipped to address all aspects of roadway design projects, including intersection geometrics, roadway widening and realignment, pavement rehabilitation, utility relocations, traffic control, signalizations, signing and marking, and erosion control. We have gained extensive experience in dealing with local regulatory and other agencies to secure the permits and approvals necessary for the building and upgrading of roadway facilities.

Bicycle and Pedestrian Planning and Design

Kimley-Horn understands the importance of planning and designing for alternative transportation modes for bicycles and pedestrians. We employ state-of-the-art techniques to accommodate and encourage the use of alternative transportation modes



and minimize vehicular conflicts. We routinely design bike facilities using the American Association of State Highway and Transportation Officials (AASHTO), Federal Highway Administration (FHWA), and Caltrans Highway Design Manuals. We are also experienced in designing bike facilities, including buffered bike lanes and cycle tracks, using the National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide and the FHWA Separated Bike Lane Planning and Design Guide. Our firm has led numerous bicycle planning and design projects throughout the United States. We have completed many local city pedestrian and bicycle facility master plans, developed comprehensive statewide plans and requirements for pedestrian/bicycle facilities, and designed over 200 miles of bicycle trails.

Green Streets

Green Streets combine multiple elements that allow a roadway to be an extension of the sustainable environment. This method of sustainable roadway design can incorporate stormwater management elements such as permeable pavements, vegetated water quality facilities, and open spaces that reduce runoff and strive to duplicate predevelopment hydrology. Energy reduction technologies such as light emitting diode (LED) lighting and traffic signals can be used. In addition, heat island effects are reduced using reflective pavements and the incorporation of street trees. Green Streets can be designed with "Complete Streets" principles that encourage alternate modes of transportation.

Utility Design and Coordination

Our utility design team has successfully completed sewer and water infrastructure projects for various agencies in Southern California. These projects consist of sewer and water main replacement, realignment, upsizing and capacity increase, master planning, existing system evaluation and maintenance and operational support. Every project is unique and presents its own special design challenges; however, the most frequent challenge we face in local municipal projects is related to existing utilities. Most of the projects under this category are in developed areas where utility facilities are currently within the proposed project area and any improvement will generally affect or be affected by the location of the utility facilities. Kimley-Horn believes in drawing all utility lines and features to their true size in our plans to aid in identifying conflicts early in the design phase; potholing potential conflict locations when budgets allow, which gives a better understanding of the locations of the existing lines; and extensive coordination with the various utility companies. We also use 3-Dimensional modeling of utilities to identify potential conflicts in early stages of design. This method has helped us to avoid discrepancies between construction documents and actual field conditions that resulted in cost effective and timely manner execution of projects.

Stormwater Treatment and Analysis

Our water resources experience includes hydrologic and hydraulic analyses, Low Impact Development (LID), permitting, sedimentation and scour analysis, stormwater quantity and quality issues, and the design of hydraulic structures ranging from pipes, culverts, canals, detention basins, and outlet structures to major water control and pump structures. We have designed culvert crossings, levees, small dams, outlet structures, and bridges. Representative project areas range in size from one to more than 130,000 acres, and our engineers have been called upon by numerous public agencies and major agricultural, industrial, and residential developers as well. Our staff has the knowledge and experience to conduct preliminary studies, prepare stormwater management plans, and coordinate permit applications.

Sewer Design and Wastewater Services

Kimley-Horn has experience in all phases of project planning, design, an construction management of sewer and wastewater projects. We have a growing list of collection system condition assessment projects including flow monitoring, infiltration and inflow assessments, smoke and dye testing, hydraulic modeling, rehabilitation/replacement recommendation, capital improvement planning, master planning, rate studies, pipe lining, pipe bursting, bypass pumping, trenchless construction, lift station improvements, and odor and corrosion inspection and control.

Plan Check Services

Our team has provided plan checking, peer review, and consultant services for various public agencies to assist them with their plan check needs. Kimley-Horn will utilize the City's in-house plan checklist and plan check documents if available. Kimley-Horn will also supplement the City's checklist as each project requires with Kimley-Horn's checklist. Kimley-Horn has developed step-by-step plan review criteria to ensure every improvement plan is reviewed with a consistent checking process. Each development application is thoroughly reviewed, and the required engineering conditions of approval are prepared to comply with generally sound engineering and construction practice, and applicable city, county, state, and federal standards, building codes, municipal code, ordinances, grading and drainage requirements.

Erosion Control and SWPPP

Kimley-Horn's professionals have extensive experience in the design of erosion control and water pollution control projects in



Southern California and across the country. Our key staff have been responsible for planning and designing erosion control features, scour mitigation measures, flood control channels, and flood proofing of existing structures. Supported by strong technical investigations, the Kimley-Horn team provides design of erosion control features using a wide range of systems and approaches for levees, channels, embankments, and bridge abutments. As part of the engineering plan review or individual environmental documents review, Kimley-Horn's certified Qualified SWPPP Developer (QSD) engineers will provide the support to review the project's environmental documents including the Water Quality Management Plan (WQMP), Storm Water Pollution Prevention (SWPPP), and Water Pollution Control Plan (WPCP).

Traffic Engineering

Kimley-Horn has been an industry leader in traffic engineering for 57 years and offers complete in-house traffic engineering services. Our work includes traffic signal communication and system integration design; intersection geometric design; signing/striping and street improvement plans; preparation of traffic impact studies; traffic calming studies; neighborhood studies, school studies, speed zoning studies, safety and operations studies; collision analysis, pedestrian safety programs, parking studies, site access and circulation studies; and general consultation in traffic engineering. Our traffic engineering team consists of professionals who are equipped with the latest software and hardware to meet your project's goal.

Traffic Signal Design

Signal design and construction is one of the cornerstones of Kimley-Horn's professional practice. Over the past five decades, we have developed signal systems for thousands of signalized intersections for municipalities and state DOTs nationwide. In addition to comprehensive master planning for traffic signalization, our engineers have designed numerous plans to standardize traffic control systems and provide comprehensive systems communications. Advanced traffic management projects include citywide signal system designs, transportation control centers, and innovative transit and public transportation systems. Each of our systems is designed not only to address current needs, but also to accommodate future growth and advances in technology. Members of our staff have also assisted several clients during the selection and the administration of various procurement methods, including design-build. We have been responsible for every aspect of traffic systems, including plans, specifications, and estimates (PS&E) packages, conceptual designs, operational feasibility, communication architecture, system design, software development, and deployment and implementation plans.

Traffic Signal Phasing and Timing

Our signals are planned and designed to maximize both existing and planned investments. Our staff members use up-to-date operational models such as Synchro, Sim-Traffic, Tru-Traffic, and VISSIM to help our clients optimize the timing and phasing of signals and improve operations at intersections, along roadways, or throughout busy corridors. Our experience includes systems ranging from those with a single intersection to systems with multiple intersections. Our services include data collection, timing/phasing analysis, and field implementation.

Engineering and Traffic Surveys, Roadway Audits, and Traffic Investigations

Kimley-Horn's local staff has experience performing Engineering and Traffic Surveys (E&TS), Roadway Audits, and other required traffic investigations. We conduct E&TS per the most recent version of the California Manual of Uniform Traffic Control Devices (MUTCD) requirements. A detailed record of radar surveys, radar technicians (along with certifications), and recommendations for the City's records are part of the E&TS. Kimley-Horn can also perform additional Roadway Audits to determine adequacy of the existing traffic control conditions, in permanent and temporary conditions, and make recommendations for new or additional traffic safety measures if deemed necessary. Other traffic investigations we can perform include traffic impact analyses, circulation studies, warrant analyses, safety studies, or parking studies.

Transportation Planning

Established by transportation planners and traffic engineers, Kimley-Horn has become a leading consultant in the planning of regional and statewide transportation systems, corridor studies, transportation demand management programs, and transportation impact assessments. The firm has assisted numerous local and state agencies in developing transportation plans and programs for both short term and long-range improvements. These and other assignments in transportation planning and network analysis, economics, urban and regional planning, and engineering design have positioned Kimley-Horn as a national leader in the transportation field.

Corridor Studies

Kimley-Horn supports clients with assessing the full range of corridor options—locational, modal, and size— against a complete grid of study parameters, growth expectations, and strategic goals. We tailor our efforts to each corridor's specific issues and circumstances. From rural highway corridors to urban multimodal or transit corridors, we bring a full toolkit for conditions assessment, demand forecasting, environmental review, alternatives assessment, and cost-benefits analysis.

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Street Lighting Design

Kimley-Horn has lighting specialists who design and select light fixtures that are functionally appropriate for each project. Appropriate lighting can help—both aesthetically and functionally—to provide clarity of directional cues for autos, service providers, bicyclists, and pedestrians. The appropriate level of lighting in public spaces results in a fixture quantity, enhancing the overall design experience and recommendations and apply the results to the design layout whether it is a new installation or one trying to reuse existing poles and infrastructure. Kimley-Horn is also familiar with converting existing high-pressure sodium and metal halide fixtures to energy efficient LED fixtures.

Assistance with Funding and Grant Securement

Kimley-Horn understands that obtaining successful funding and the identification of potential public and private sources is critical to the City's projects. We will assist in preparation of grant applications for funding from federal, state, and regional agencies for traffic safety studies and improvements. Our team has the experience, tools, and relationships to expedite the completion of funding applications. We often deal with the complex regulations tied to the local use of federal funding and have been successful in obtaining grants for a number of municipalities. If needed, we can also provide insight into the opportunities available, and the procedures required to obtain funding. Kimley-Horn has experience working directly with LA Metro representing the City on the current highway improvements included in the Measure M & R Programs.



Staff Augmentation Approach and Project Management Plan

Staff Augmentation Understanding and Approach

Our approach to on-call contracts is based on developing a team-oriented approach to the project review process. Key characteristics that distinguish Kimley-Horn include:

- **Rapid mobilization of staff** for each task order request, including immediate identification of the key personnel and subconsultants needed for each project. The availability of in-house staff provides efficiency and consistent quality of the technical analyses
- **Ongoing communication and consultation** to address issues that arise during the project review process. The collaborative process maintains project progress and results in user-friendly planning documents and legally defensible environmental documents
- **Commitment of senior level management** to the project to provide close coordination with the City, to help confirm technical accuracy, and to carefully monitor budget and schedule compliance
- **Responsiveness** to any significant issues of concern raised by responsible and regulatory agencies and the public
- **Flexibility** to tailor our approach to meet the specific needs of each project and client

We tailor each task assignment's scope of services specifically to the needs of the individual project and the City. Our familiarity with local standards, agencies, and deep history and experience of delivering capital improvement projects for various local agencies will help us determine what will be necessary to assist the City with each task order. We will approach each project in the same diligent and comprehensive manner, including:

- Scope of work review and understanding
- Data collection and review
- Kick-off meeting
- Site visit with City staff
- Evaluation of existing conditions
- Project evaluation and innovation
- Concept layouts and reports
- Interim site walk and review concept layout of study findings
- Response to comments
- Identification and preparation of task order deliverables

Upon notice to proceed, the appropriate staff will be assigned by Kimley-Horn's proposed project manager **Laura Forinash, PE, TE** to accomplish the task within the agreed upon timeframe. One of the advantages that our team provides is the ability to assign the right staff to each task. Our team can draw from a multitude of disciplines and resources to complete each assignment—whether the task is relatively minor, requiring only a few people in a single discipline, or a complicated task requiring numerous people and multiple disciplines. A task manager will be assigned to each task, and they will work closely with the project manager to get the project completed on time and on schedule.

Quality Control/Quality Assurance

Since our founding, Kimley-Horn has aggressively pursued a commitment to quality for every task, deliverable, and service we provide. Recognizing the importance of careful quality control, Kimley-Horn developed a quality control/quality assurance (QC/QA) manual that every project manager is required to know and use. We certify that our procedures result in high-quality services that satisfy your needs. There will be no learning curve relative to quality for our team. For this project, **Sri Chakravarthy, PE, TE** will provide QC/QA by working with the project team programmatically for adherence to the City's preferred design. Our program is based on the philosophy that:

- **QUALITY IS ACHIEVED** by adequate planning, coordination, supervision, and technical direction; proper definition of project requirements and procedures; understanding the scope of services; and the use of appropriately skilled personnel performing work functions carefully.
- **QUALITY IS CONTROLLED** by assigning a manager to evaluate all work and procedures followed while providing the services.
- **QUALITY IS ASSURED** through the careful surveillance of work activities by individuals who are not directly responsible for performing the initial efforts.
- **QUALITY IS VERIFIED** through independent reviews by a qualified staff member of the processes, procedures, documentation, supervision, technical direction, and staffing associated with the project development.

KIMLEY-HORN QUALITY CONTROL IS

ACHIEVED	CONTROLLED	SECURED	VERIFIED
Through adequate planning, coordination, supervision,and technical direction	By assigning a manager to evaluate all work flow and procedures	Through careful surveillance of work activities by parties not involved in the initial efforts	Through independent reviews by qualified staff



Our QC/QA program includes the review of project documents and supporting data—including documents and data provided by subconsultants—by our project managers, QC managers, and key staff who direct individual tasks. Our QC/QA program includes, but is not limited to, the following procedures:

- The project manager and QC manager will be thoroughly familiar with requirements and will have the authority to direct the project team.
- An internal kick-off meeting will be held with key individuals, including necessary subconsultants, to clearly define the scope of services.
- Project meetings and decisions will be documented by using a basis of design matrix.
- Supporting calculations, text, or data used to develop a design plan or document will be signed and dated by the individual involved.
- Team network review will be undertaken. Team network quality control is the day-to-day peer review that is undertaken by the project team.
- Technical documentation, analysis, and correspondence is reviewed by a team member other than the individual or subconsultant preparing the documents and analyses.

Communication

Kimley-Horn's professionals are experienced in both small- and large-scale projects that demand close coordination among multiple stakeholders. Our experience has shown that there really is no such thing as "over-communication." Effective communication begins with listening to our client's needs and objectives for each project. We mitigate and avoid potential issues by regularly confirming a shared project understanding among the client's staff and our project teams. We often use the following communications protocol, which we have employed successfully on numerous projects:

- Kick-off meeting to establish the project team's understanding of the client's needs and objectives
- Weekly meetings between the design team (with client participation, as needed) to discuss progress, schedule, and design issues
- Bi-weekly progress reports summarizing, at a minimum, the following information:
  - Milestones with anticipated and actual dates of completion
  - Zoning and permits list with anticipated and actual dates of completion
- Ongoing electronic communication with our clients and involved subconsultants. Our firm is competent with several virtual communication platforms, including Microsoft Teams and Zoom, which we are regularly using to conduct meetings and presentations, in addition to in-person meetings for key project milestones.

Schedule/Budget Control

Castaheads: Project Workload Planning

6 MONTHS

Proactive resource planning

- Forecast upcoming project deliverables and milestones
- Evaluate team availability to support future deliverables

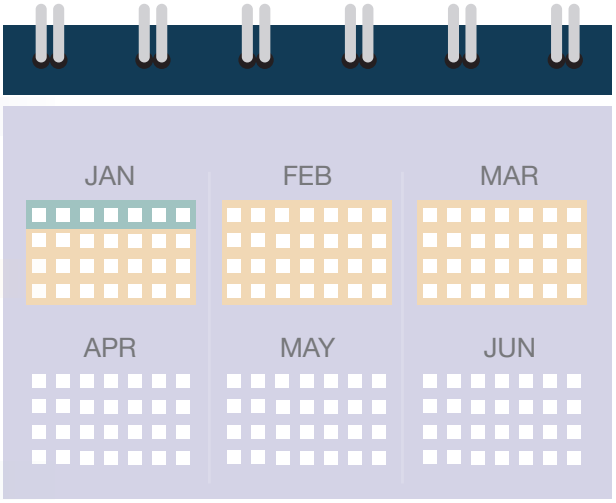
1 & 3 MONTHS

Review workload and assess current project needs

- Identify immediate project deliverables and milestones
- Evaluate simultaneous workload needs
- Allocate staff availability to support project deliverables

WEEKLY

Address immediate project needs and weekly milestones



Kimley-Horn has an excellent record of completing projects on schedule and within budget. We have a sophisticated Management Information System (MIS)—including software such as the CostPoint Engineering Accounting system and Microsoft Power BI—that allows our project managers to monitor budgets closely. Using the Project Effort Reports generated twice monthly by our MIS, project managers gain a clear understanding of the project scope early in the process to develop a realistic, well thought-out work plan. Once the work plan is developed with the City, the project manager communicates to the project team the key milestones and submittal dates—including time for QC reviews—as well as the important of maintaining the established schedule and budget. This communication, along with teamwork and organization, results in successful projects and satisfied clients.

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The best approach to keeping a project on schedule is to create a risk register whereby we:

1. Track each potential issue
2. Define the criticality of each potential issue
3. Identify the steps and dates for resolution of each potential issue

This approach holds the team accountable and forms the basis for the sequence of steps each team member needs to take to reach resolution and keep the project moving forward.

Timely Execution

In completing our scope of work, we will focus on the timely execution of our duties and follow the project from conception through construction. We will accomplish this through effective communication and use of our available staff. Laura will continually inform City staff of work status while on site as well as on a weekly basis through phone conversations, email dialogue, formal project status reports, and regularly scheduled meetings. Our proposed staff were carefully selected for their experience and proven ability to work as a team. Our proposed staff were carefully selected for their experience and proven ability to work as a team. If additional staff is needed to meet an aggressive deadline or assist in solving a specialized technical issue, we can call upon the more than 7,500 personnel in our firm at any given time to provide any additional or contingency services in a timely manner.

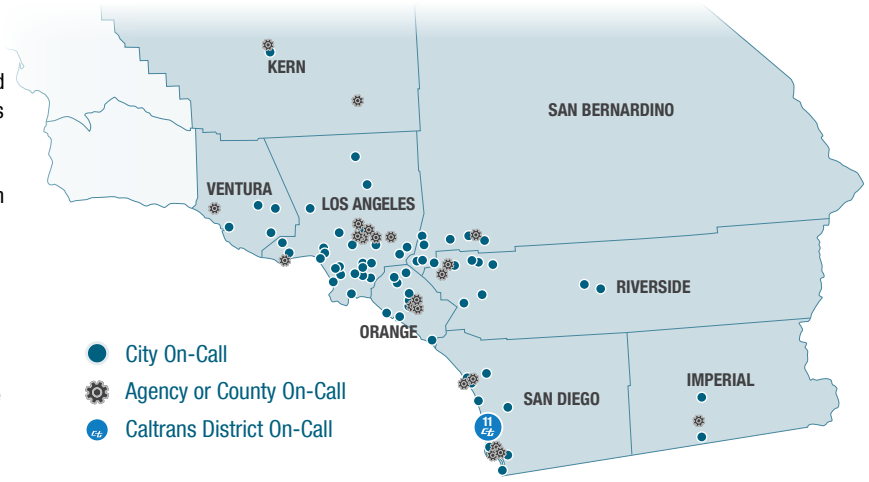


KEY PERSONNEL AND EXPERIENCE

On-Call Experience

Since Kimley-Horn's founding, on-call clients have been a top priority, and our approach is to serve as an extension of City staff. We have extensive on-call experience and understand what it takes to provide services on an as-needed basis for a local government. We currently have over 200 on-call contracts throughout California. As illustrated below, our firm has provided similar on-call services to over local agencies, Caltrans, and many other California municipalities, proving our ability to complete comparable services for similarly sized and staffed municipalities. Following this map, we have highlighted some similar past, recently completed, and/or ongoing projects and services our proposed team has provided to local agencies in the last two years, emphasizing our ability to successfully complete similar as-needed projects.

Southern California On-Call Contracts



- Caltrans (District 11) • City of Agoura Hills
- City of Anaheim • City of Artesia • City of Bakersfield
- City of Banning • City of Beaumont • City of Beverly Hills
- City of Brawley • City of Burbank • City of Calexico
- City of Carlsbad • City of Chino • City of Chino Hills
- City of Chula Vista • City of Coachella • City of Colton
- City of Compton • City of Culver City
- City of Diamond Bar • City of Downey
- City of Eastvale • City of Encinitas • City of Fillmore
- City of Fontana • City of Fullerton • City of Gardena
- City of Hawthorne • City of Hermosa Beach
- City of Huntington Beach • City of Imperial Beach
- City of Indian Wells • City of Inglewood • City of Irvine
- City of Lake Elsinore • City of Lancaster
- City of Long Beach • City of Los Angeles
- City of Los Angeles, Bureau of Engineering
- City of Los Angeles, Department of Transportation • City of Malibu • City of Menifee • City of Montclair • City of Moreno Valley • City of National City
- City of Newport Beach • City of Norwalk • City of Oceanside • City of Orange • City of Palmdale • City of Pasadena • City of Pico Rivera • City of Pomona
- City of Poway • City of Rancho Cucamonga • City of Redlands • City of Riverside • City of San Clemente • City of San Diego • City of San Gabriel • City of San Marcos
- City of Santa Ana • City of Santa Clarita • City of Santa Monica • City of Simi Valley • City of South Gate • City of Thousand Oaks • City of Ventura
- City of Yorba Linda • County of Imperial • County of Los Angeles • County of Orange • County of Riverside • County of San Bernardino • County of San Diego
- Kern County Department of Airports • Los Angeles County Metropolitan Transportation Authority • Los Angeles Unified School District • Mojave Air and Space Port
- North County Transit District (NCTD) • Oceanside Unified School District • Port of Long Beach • Port of San Diego • Riverside County Transportation District (RCTD)
- Rose Bowl Operating Company • San Diego Association of Governments (SANDAG) • Southern California Association of Governments (SCAG)
- San Gabriel Valley Council of Governments (SGVCOG) • University of California, Irvine • Ventura County Airport

Staff Availability

Staff Name	Availability
Laura Forinash, PE, TE	**55%**
Rita Garcia	**15%**
Sri Chakravarthy, PE, TE	**25%**
Sowmya Chandrasekhar, PE, TE, PTOE	**20%**
Angelo Pastelin, EIT	**75%**
Tim Chan, PE	**35%**
Kyle Sample, PE, QSD/P	**60%**
Danh Duong, PE, QSD/P	**30%**
Eugene Huang, PE	**25%**

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ORGANIZATION CHART

Kimley-Horn understands that when you select a consultant, you are really choosing the people who will provide the right combination of relevant experience, technical competence, local knowledge, passion, and superior skill in successful project delivery, with an eye for quality and detail whom you will enjoy working with. **Laura Forinash, PE, TE** will serve as project manager and as the City's primary point of contact. Laura will be supported by principal-in-charge **Rita Garcia**, QC/QA manager **Sri Chakravarthy, PE, TE**, and a core team of experienced engineers, planners, and analysts with recent, relevant experience who are ready to support the City on this very important project. The organizational chart below shows our proposed team organization and the responsibilities of key personnel.

Bold = Key Team Members

- C — Senior Civil Engineer
- C — Civil Engineer
- C — Associate Civil Engineer
- S — Support

Principal-in-Charge	Project Manager	QC/QA Manager
Rita Garcia	**Laura Forinash, PE, TE**	**Sri Chakravarthy, PE, TE**

Traffic	Civil
Laura Forinash, PE, TE C	**Kyle Sample, PE, QSD/P** C
Angelo Pastelin, EIT C	Danh Duong, PE, QSD/P S
Sowmya Chandrasekhar, PE, TE, PTOE S	Eugene Huang, PE S
Tim Chan, PE S	



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SIMILAR PROJECTS/SERVICES

City of Hawthorne, Traffic Engineering On-Call, Hawthorne, CA

Kimley-Horn has been providing traffic engineering staff augmentation services since 2022. Kimley-Horn is assisting the City in completing multiple capital improvement projects including the traffic signal design of over 15 intersections along Hawthorne Boulevard, El Segundo Boulevard, Imperial Highway, and Rosecrans Avenue. Kimley-Horn also assists the City with presenting to City Council and in day-to-day traffic engineering matters including traffic calming requests, speed hump requests, SB 743 implementation, traffic signal complaints, pedestrian enhancements, on-street parking inventory, all-way stop control warrants, access management for private development, and school circulation. Projects have been completed on time and within budget.

KEY STAFF

- **Project Manager:** Laura Forinash
- **Principal-in-Charge:** Sri Chakravarthy
- **QC/QA Manager:** Sowmya Chandrasekhar
- **Project Planner:** Rita Garcia
- **Project Engineer:** Eugene Huang
- **Project Analyst:** Angelo Pastelin

City of Hawthorne Reference

Name: Akbar Farokhi, Director of Public Works
Address: 4455 West 126th Street, Hawthorne, CA 90250
Phone: 310.349.2980

City of Agoura Hills, On-Call General Engineering Services, Agoura Hills, CA

Kimley-Horn has been providing on-call traffic engineering services to the City of Agoura Hills since 2009. Kimley-Horn staff are providing general on-call traffic engineering services, project management, staff augmentation and engineering services for a variety of infrastructure and capital improvement projects and City programs/services, including presenting to City Council. The project types include oversight of all work typically required for the successful delivery of the various types of projects, intersection control studies including multi-way and traffic signal warrant analyses, conducting engineering and traffic surveys, traffic engineering investigations, field review, and contact with citizens, safety studies and review of collision history at certain locations, street improvements/ resurfacing/streetscape, traffic signal and electrical installations, analysis and review of potential roundabout installations, plan check and site visits, traffic study reviews, public works maintenance projects, and roadway widening projects. Due to the high-quality services provided by Kimley-Horn, our contract was expanded to include civil engineering services.

KEY STAFF

- **Project Manager:** Laura Forinas
- **Principal-in-Charge:** Sri Chakravarthy
- **Project Planner:** Rita Garcia
- **Project Engineer:** Sowmya Chandrasekhar, Kyle Sample, Danh Duong
- **Project Analyst:** Angelo Pastelin

City of Agoura Hills Reference

Name: Ramiro Adeva, PE, Assistant City Manager
Address: 30001 Ladyface Court, Agoura Hills, CA 91301
Phone: 818.597.7353

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City of Laguna Niguel, On-Call Traffic and Transportation Services, Laguna Niguel, CA

Kimley-Horn is providing on-call traffic engineering and staff augmentation services for the City of Laguna Niguel. Services under this contract include writing staff reports for and presenting to the Traffic and Transportation Commission and City Council, performing traffic signal warrant studies, review of complaints from citizens, traffic calming measures, photometric measurements, implementation of leading pedestrian intervals, corridor safety studies, signing and striping design, bicycle facility design, overseeing the procurement and installation of video detection and blank out signs, circulation studies at schools, review of design standards for compliance with CA-MUTCD and Caltrans guidelines, conducting engineering and traffic surveys and recommending speed limit changes, and participating in Traffic and Transportation Commission meetings.

KEY STAFF

- **Project Manager:** Laura Forinash
- **Principal-in-Charge:** Sri Chakravarthy
- **Project Engineer:** Tim Chan
- **Project Analyst:** Angelo Pastelin

REFERENCES

We are proud of our working relationships with our clients, and much of our success over the last 57 years is directly related to our efforts to provide consistent, high-quality, and timely services. The following is a list of references that received similar services from Kimley-Horn within the past five years. We invite you to contact our clients directly for comment on the quality of Kimley-Horn's services.

City of Hawthorne

Name: Akbar Farokhi, Director of Public Works

Address: 4455 West 126th Street, Hawthorne, CA 90250

Phone: 310.349.2980

Key Personnel: Laura Forinash, Rita Garcia, Sri Chakravarthy, Sowmya Chandrasekhar, Eugene Huang, Angelo Pastelin

City of Agoura Hills

Name: Ramiro Adeva, PE, Assistant City Manager

Address: 30001 Ladyface Court, Agoura Hills, CA 91301

Phone: 818.597.7353

Key Personnel: Laura Forinash, Rita Garcia, Sri Chakravarthy, Sowmya Chandrasekhar, Kyle Sample, Danh Duong, Angelo Pastelin

City of Laguna Niguel

Name: Kathy Nguyen, PE, TE, Engineering Services Manager

Address: 30111 Crown Valley Parkway, Laguna Niguel, CA 92677

Phone: 949.362.4341

Key Personnel: Laura Forinash, Sri Chakravarthy, Sowmya Chandrasekhar, Tim Chan, Angelo Pastelin

FEE SCHEDULE

Kimley»Horn

Hourly Labor Rate Schedule

Classification	Rate
Analyst I	$140 - $180
Analyst II	$185 - $230
Professional	$230 - $260
Senior Professional I	$270 - $335
Senior Professional II	$360 - $425
Senior Technical Support	$125 - $305
Technical Support	$110 - $180
Support Staff	$95 - $155

Effective through June 30, 2027. Subject to annual adjustment thereafter.

Internal Reimbursable Expenses will be charged at 5% of Labor Billings.

External Reimbursable Expenses will be charged at 10% mark-up, or per the Contract.

Sub-Consultants will be billed per the Contract.

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RESUMES



Laura Forinash, PE, TE

Project Manager/Senior Civil Engineer (Traffic)

Professional Credentials

- Master of Science, Civil Engineering, Georgia Institute of Technology
- Bachelor of Science, Civil Engineering, Georgia Institute of Technology
- Professional Engineer in California #93146
- Professional Traffic Engineer in California #2818

Laura is a professional traffic engineer with more than 11 years of traffic operations and transportation engineering experience ranging from small design projects and task orders to large design-build environments and staff augmentation roles; background encompasses traffic analysis, design and simulation, and transportation planning. Laura's key areas of expertise include extensive knowledge of the Highway Capacity Manual (HCM) and MUTCD methodologies; microsimulation knowledge using VISSIM, SimTraffic, and ALPS; traffic impact analysis studies, traffic signal warrants, signal design and plan presentation; and signal timing and optimization (SYNCHRO). Laura has served as the City Traffic Engineer for Agoura Hills since 2018.

Relevant Experience

- **City of Agoura Hills, Kanan Road Traffic Study, Agoura Hills, CA** – Project Engineer
- **City of Laguna Niguel, Traffic Manual and Neighborhood Traffic Management, Laguna Niguel, CA** – Project Manager
- **City of Oxnard, HSIP Cycle 10 - Citywide Intersection Improvements - Left Turn Phasing Improvements at Ten Intersections, Oxnard, CA** – Project Manager
- **City of Agoura Hills, Kanan Road and Agoura Road Intersection - Amendment, Agoura Hills, CA** – Project Manager
- **City of Agoura Hills, VMT Banking and Bicycle Master Plan, Agoura Hills, CA** – Project Manager
- **City of Hawthorne, Traffic Engineering Services On-Call, Hawthorne, CA** – Project Manager
- **City of Diamond Bar, Neighborhood Traffic Management Plan (NTMP) on North Del Sol Lane and Highland Valley Road, Diamond Bar, CA** – Project Engineer
- **City of Lomita, Traffic Calming Toolkit, Lomita, CA** – Project Manager
- **City of Moorpark, Los Angeles Avenue Traffic Study, Moorpark, CA** – Project Engineer
- **City of Laguna Niguel, On-Call Traffic Engieer, Laguna Niguel, CA** – Project Manager
- **City of Oxnard, Fifth Street and Rice Avenue Grade Separation Traffic Operational Analysis Report, Oxnard, CA** – Project Engineer
- **City of Agoura Hills, On-Call Engineering Services, Agoura Hills, CA** – Project Manager
- **City of Hawthorne, Traffic Engineering On-Call, Hawthorne, CA** – Project Manager
- **City of Hawthorne, VMT Implementation, Hawthorne, CA** – Project Manager
- **LA Metro, North Hollywood to Pasadena BRT Planning and Environmental Study, Los Angeles to Pasadena, CA** – Project Engineer
- **City of Malibu, Pacific Coast Highway (PCH) Signal System Improvements Project, Malibu, CA** – Project Engineer



Rita Garcia

Principal-in-Charge

Professional Credentials

- Bachelor of Science, Urban and Regional Planning, California State Polytechnic University, Pomona

With over 35 years of experience, Rita has provided environmental and planning services to a broad range of public and private sector clients. She has experience managing and contributing to California Environmental Quality Act/National Environmental Policy Act (CEQA/NEPA) policy/planning and compliance documentation. She has been involved with varied large-scale infrastructure projects in sensitive environments with substantial public involvement and controversy. Rita's extensive experience includes managing project-level and programmatic studies for complex multi-component projects in both rural and urban settings. These studies required detailed analyses of a broad range of environmental resource areas and land use plan/policy/regulation compliance, among others. Rita routinely and effectively interacts with federal, state, and local agencies on behalf of her clients, including through project workshop and public hearing presentations. Having served in various capacities as applicant, city staff, and consultant, she contributes unique perspectives and approaches to navigating challenging planning and regulatory environments.

Relevant Experience

- **City of Gardena:**
  - **Normandie Crossing SP EIR, Gardena, CA** – Project Manager
  - **1450 W. Artesia Boulevard SP and Technical Studies, Gardena, CA** – Project Manager
  - **1610 W. Artesia Boulevard SCEA, Gardena, CA** – Project Manager
  - **14600 S. Western Avenue SCPE, Gardena, CA** – Project Manager
  - **Gardena Transit-Oriented Development Project EIR, Gardena, CA** – Project Manager
  - **Gardner Marine Avenue Mixed-Use IS/MND Project, Gardena, CA** – Project Manager
  - **Rosecrans Place Project** – Revised Site Plan IS/MND, Gardena, CA – Project Manager
  - **Rosecrans Place Phase II Project CEQA Memo and CE, Gardena, CA** – Project Manager
- **SCRRA/Metrolink, Balboa Double Track Extension Area of the Antelope Valley Line Capacity and Service Improvements Program Project, City of Los Angeles, CA** – Environmental Coordinator
- **SCRRA/Metrolink, Canyon Side Extension Area of the Antelope Valley Line Capacity and Service Improvements Program Project, Santa Clarita, CA** – Environmental Coordinator
- **SCRRA/Metrolink, Devonshire Crossing Improvements Project Notice of Exemption/Categorical Exclusion, City of Los Angeles, CA** – Environmental Project Manager
- **BNSF Railway, Barstow International Gateway ("BIG") Project Administrative EIR, Barstow and County of San Bernardino, CA** – EIR Project Manager
- **BNSF Railway/High Speed Rail Authority, High Speed Rail Los Angeles to Anaheim Project Section BNSF Lenwood Staging Track and BNSF Colton Intermodal Facility Components: Administrative EIR/EIS, County of San Bernardino and Colton, CA** – Environmental Project Manager
- **City of Agoura Hills, Kanan Road/Agoura Road Ultimate Intersection Improvements Project Subsequent IS/MND, Agoura Hills, CA** – Project Manager
- **City of Agoura Hills, Bicycle Master Plan Draft CEQA Compliance Strategy, Summary of Impacts Matrix, CEQA Compliance Memo, Notice of Exemption, Agoura Hills, CA** – Project Manager
- **BNSF Railway, BNSF Ono Lead Track Extension Project Entitlements, Engineering Design, and EIR, City of San Bernardino, CA** – EIR Project Manager

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Sri Chakravarthy, PE, TE

QC/QA Manager

Professional Credentials

- Master of Science, Civil Engineering, Louisiana State University
- Bachelor of Science, Civil Engineering, Kakatiya University, India
- Professional Engineer in California #73629
- Professional Traffic Engineer in California #2531

Sri has nearly 20 years of traffic operations and transportation engineering experience. Since beginning his career with the County of Los Angeles prior to joining Kimley-Horn, Sri has participated in a wide variety of traffic signal synchronization, intelligent transportation systems (ITS) operations projects, and on-call traffic engineering services. His project management experience includes traffic signal operations, traffic signal design, traffic impact studies, corridor planning, signal justification studies, site-specific traffic circulation and safety studies. His key areas of expertise include traffic signal timing, signal design, ITS, transportation modeling, grant applications, and statistical analysis.

Relevant Experience

- **City of Agoura Hills, On-Call Traffic and Civil Engineering Services, Agoura Hills, CA** – Project Manager
- **City of Rancho Cucamonga, On-Call Civil and Traffic Engineering Design Services, Rancho Cucamonga, CA** – Project Engineer
- **City of Diamond Bar, On-Call Traffic and Transportation Engineering Services, , CA** – Project Engineer
- **OCTA, On-Call Traffic Engineering and Intelligent Transportation Systems Services sub to KOA, Orange, CA** – Project Manager
- **City of Lancaster, Multi-Year Traffic Engineering, Planning Services, Lancaster, CA** – Project Manager
- **City of Simi Valley, On-Call Civil Engineering Design Services, Simi Valley, CA** – Project Manager
- **City of Montclair, CA, On-Call General Civil Engineering, Architectural, Landscape Support Professional Services, Montclair, CA** – Project Manager
- **City of South Gate, As-Needed Engineering Services, South Gate, CA** – Project Manager
- **City of Norwalk, On-Call Professional Engineering Services for Design, Project Management, and Construction Support Services, Norwalk, CA** – Project Manager
- **City of Laguna Niguel, On-Call Professional Services, Laguna Niguel, CA** – Project Manager
- **City of Ventura, On-Call 3-Year Professional Services (2022), Ventura, CA** – Project Manager
- **City of Oxnard, Engineering Multi-Year Professional Services, Oxnard, CA** – Project Manager
- **City of Malibu, On-Call Engineering - Traffic, Malibu, CA** – Project Manager
- **City of Irvine, Protected-Permissive Left-Turn Phasing Project Phase II, Irvine, CA** – Project Manager
- **City of Lancaster, Safe Routes to School Master Plan, Lancaster, CA** – Principal-in-Charge
- **City of Irvine, Professional Engineering Services for Walnut Avenue Pavement Rehabilitation Harvard Avenue to Culver Drive, Irvine, CA** – Project Manager
- **City of Laguna Niguel, Rancho Niguel Road Traffic Study, Laguna Niguel, CA** – Project Manager
- **City of La Cañada Flintridge, HSIP Cycle 9 Foothill Boulevard Traffic Signals Improvement Project, La Canada Flintridge, CA** – Project Manager
- **OCTA, El Toro Road Regional Traffic Signal Synchronization Project (RTSSP), Orange County, CA** – Project Manager
- **City of Irvine, Barranca Parkway Regional Traffic Signal Synchronization Program, Irvine, CA** – Project Manager

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Angelo Pastelin, EIT

Associate Civil Engineer (Traffic)

Professional Credentials

- Bachelor of Science, Civil Engineering, University of California, Irvine
- Engineer-in-Training in California #167287

Angelo has assisted with various design, analysis, and operations projects throughout his time at Kimley-Horn as an analyst. Angelo has been involved with projects that include fiber design, traffic signal signing and striping, and temporary traffic control design. He also has experience working on traffic studies and signal timing operations for intersections in Los Angeles, Ventura, and Orange counties. He was recently involved in the design and data collection for traffic signal synchronization projects in Irvine, Laguna Niguel, and Rancho Cucamonga.

Relevant Experience

- **City of Rancho Cucamonga, Advance Transportation Management System Phase II, Rancho Cucamonga, CA** – Project Manager
- **City of Rancho Cucamonga, Banyan Street Pavement Rehabilitation, Rancho Cucamonga, CA** – Project Manager
- **City of Agoura Hills, On-Call Engineering Services, Agoura Hills, CA** – Project Analyst
- **City of Hawthorne, On-Call Engineering Services, Hawthorne, CA** – Project Analyst
- **City of Norwalk, Local Streets Rehabilitation, Norwalk, CA** – Project Analyst
- **City of Lomita, Traffic Calming Toolkit, Lomita, CA** – Project Analyst
- **City of Los Angeles Bureau of Engineering, Broadway-Manchester Active Transportation Equity Project, Los Angeles, CA** – Project Analyst
- **City of Lancaster, At-Grade Rail Crossing Improvements (Avenue K, J, M, G), Lancaster, CA** – Project Analyst
- **City of Oxnard, Oxnard Boulevard & Saviers Road Signal Improvements, Oxnard, CA** – Project Analyst
- **City of Ventura, Design of Traffic Signal Communicaiton System Upgrade Project Phase I, Ventura, CA** – Project Analyst
- **City of Irvine, Barranca Parkway Regional Traffic Signal Synchronization Program, Irvine, CA** – Project Analyst
- **City of Norwalk, Design Services for Local Streets Rehabilitation Program Phase I, Norwalk, CA** – Project Analyst
- **City of Rancho Cucamonga, Traffic Signal Design and Flashing Yellow Arrow Modifications, Rancho Cucamonga, CA** – Project Analyst



Sowmya Chandrasekhar, PE, TE, PTOE

Traffic Support

Professional Credentials

- Master of Science, Civil Engineering, Missouri University of Science and Technology
- Bachelor of Science, Civil Engineering, Visvesvaraya National Institute of Technology, India
- Professional Engineer in California #83100
- Professional Traffic Engineer in California #2760
- Professional Traffic Operations Engineer #3323

Sowmya brings over 16 years of professional experience as a transportation engineer. She is experienced in corridor operational analyses, traffic impact analyses, traffic signal designs, illumination designs, temporary/permanent traffic control plans, traffic control warrant analyses, parking studies, pedestrian studies, crash analyses, and innovative intersection improvements. She has provided support for the development of transportation simulation models, preparation of grant applications, and review of connected vehicle applications for agencies.

Relevant Experience

- **City of Los Angeles, Department of Recreation and Parks, Griffith Park Safety & Mobility Active Transportation Project, Los Angeles, CA** – Project Manager
- **City of Diamond Bar, On-Call Civil and Traffic Engineering Services, Diamond Bar, CA** –Project Manager
- **City of Irvine, Civic Center Main and Secure Parking Lot Expansion, Irvine, CA** – Senior Project Engineer
- **City of Irvine, Great Park Parking Lots 6 and 7 Circulation Analysis and Conceptual Plans, Irvine, CA** – Project Manager
- **City of Lancaster, Safe Routes to School Master Plan, Lancaster, CA** – Project Manager
- **City of Lancaster, Local Road Safety Plan, Lancaster, CA** – Project Manager
- **City of Lancaster, Avenue L/SR 14 (SR 138) Interchange PA&ED, Lancaster, CA** – Senior Project Engineer
- **City of Lancaster, Avenue M Interchange Improvements PS&E, Lancaster, CA** – Senior Project Engineer
- **City of Malibu, On-Call Traffic and Civil Engineering Services, Malibu, CA** – Senior Project Engineer
- **City of Malibu, 2021 Pavement Management Plan Update, Malibu, CA** – Senior Project Engineer
- **City of Malibu, 2021 Engineering and Traffic Survey, Malibu, CA** – Senior Project Engineer
- **City of Oxnard, Five Points Intersection Feasibility Study, Oxnard, CA** – Senior Project Engineer
- **City of Simi Valley, Local Road Safety Plan, Simi Valley, CA** – Project Engineer
- **City of Agoura Hills, On-Call Traffic Engineering Services, Agoura Hills, CA** – Senior Project Engineer
- **City of Agoura Hills, SB 743 Implementation Guidelines, Agoura Hills, CA** – Senior Project Engineer
- **City of Westlake Village, SB 743 Implementation Guidelines, Westlake Village, CA** – Project Manager
- **City of South Gate, As-Needed Engineering Services, South Gate, CA** – Senior Project Engineer
- **City of Cerritos, Del Amo Boulevard Phase I, Cerritos, CA** – Senior Project Engineer
- **City of Alhambra, 710 North Arterial and I-10 Interchange Improvements at I-10/Fremont Avenue, I-10/Atlantic Boulevard, and I-10/Garfield Avenue, Alhambra, CA** – Senior Project Engineer
- **LA Metro, North Hollywood to Pasadena BRT Planning and Environmental Study, Los Angeles to Pasadena, CA** – Senior Project Engineer
- **OCTA, Santa Ana Transit Cooperative Study, Santa Ana, CA** – Senior Project Engineer
- **OCTA, Traffic Signal Synchronization Master Plan Update, Orange County, CA** – Project Engineer



Dan Duong, PE, QSD/P

Civil Support

Professional Credentials

- Bachelor of Science, Civil Engineering, California Polytechnic State University, San Luis Obispo
- Professional Engineer in California #84238
- Qualified Stormwater Pollution Prevent Plan Developed and Practitioner in California #84238

Danh is a licensed civil engineer with experience focusing on land development and campus improvement projects for private developers, including construction drawings, opinion of probable costs, off-site improvement plans, and feasibility studies. He has been responsible for all aspects of project delivery, including client coordination, budget, schedules, staff management, report preparation, construction plans, quality assurances and field engineering. He has a strong background in urban development planning/design and utility infrastructure projects.

Relevant Experience

- **City of Agoura Hills, On-Call Engineering Services, Agoura Hills, CA** – Project Engineer
- **Fairview Estates, El Cerrito, CA** – Project Engineer
- **Sony Studios, Akio Morita Building (Formerly Eight Story Building), Culver City, CA** – Project Analyst
- **Lincoln Property Company, 8777 Washington Boulevard (Apple Mixed-Use Office Building), Los Angeles, CA** – Project Engineer
- **330 South Alameda Street, Construction Document Phase, Los Angeles, CA** – Principal-in-Charge
- **Cobalt Apartments Mixed-Use (West Los Angeles 135 Palms), Hermosa Beach, CA** – Project Engineer
- **Hackman Capital Partners, 5500 West Jefferson Boulevard Transit-Oriented Development, Los Angeles, CA** – Project Manager
- **City of Malibu, Pacific Coast Highway (PCH) Signal System Improvements Project, Malibu, CA** – Project Engineer
- **City of El Monte, El Monte Transit Center Electric Bus Charging Infrastructure Design, El Monte, CA** – Project Engineer
- **LA Metro, Rail to Rail Segment A (Design), Los Angeles, CA** – Project Engineer
- **University of California, Irvine, Interdisciplinary Science Building Detailed Project Program, Irvine, CA** – Project Engineer

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Tim Chan, PE

Traffic Support

Professional Credentials

- Bachelor of Science, Civil Engineering, California Polytechnic University, Pomona
- Professional Engineer in California #85687

Tim has 12 years of experience in traffic engineering design and transportation planning. His traffic engineering experience includes preparing traffic signal design, signing and striping, streetlight, traffic control, and interconnect plans. Tim has conducted and managed the field investigation and design tasks on numerous projects. His attention to detail and knowledge of field conditions has translated into successful designs and constructible plans. Additionally, he has worked with public and private sector clients on a variety of traffic impact studies, transportation analyses, and parking evaluations throughout the Southern California region. Tim is experienced in a wide range of transportation-related software packages, including Synchro, SimTraffic, Traffix, and Vistro, and is knowledgeable of planning and design standards for local and state agencies.

Relevant Experience

- **City of Anaheim, On-Call Traffic Engineering Services, Anaheim, CA** – Project Engineer
- **City of Newport Beach, On-Call Professional Traffic Engineering Services, Newport Beach, CA** – Project Engineer
- **City of Chino, On-Call Traffic Engineering Services, Chino, CA** – Project Engineer
- **City of Santa Ana, On-Call Engineering Services, Santa Ana, CA** – Project Engineer
- **City of Anaheim, Gene Autry Way Widening, Anaheim, CA** – Design Engineer
- **City of Anaheim, Euclid Street Offsite Improvements, Anaheim, CA** – Project Engineer
- **City of Anaheim, La Palma Condominiums Off-Site Traffic Design, Anaheim, CA** – Design Engineer
- **City of Newport Beach, East Coast Highway Signal Rehabilitation Design, Newport Beach, CA** – Project Engineer
- **City of Newport Beach, FY 17-18 Streetlight Improvement, Newport Beach, CA** – Project Engineer
- **City of Buena Park, Complete Streets Master Plan, Buena Park, CA** – Project Engineer
- **City of Burbank, Midtown Commercial Corridor Signal Improvements (28 intersections), Burbank, CA** – Project Engineer
- **City of Eastvale, Traffic Signal Dilemma Zone Detection and Mitigation HSIP Cycle 10 Project, Eastvale, CA** – Project Manager
- **City of Jurupa Valley, Limonite Avenue Traffic Signal Modification, Jurupa Valley, CA** – Project Engineer
- **City of El Monte, Ramona Boulevard at Valley Boulevard Intersection Improvement Project, El Monte, CA** – Project Engineer
- **City of Irvine, Barranca Parkway Regional Traffic Signal Synchronization Program, Irvine, CA** – Project Engineer
- **City of Newport Beach, East Coast Highway Signal Rehabilitation Project, Newport Beach, CA** – Project Engineer
- **City of Santa Ana, Warner Avenue Street Improvements, Santa Ana, CA** – Project Engineer
- **City of Santa Ana, South Main Street Sewer Improvements, Santa Ana, CA** – Project Engineer
- **City of Culver City, Signal Upgrade and Left-Turn Phasing (HSIP Project), Culver City, CA** – Project Engineer
- **City of Inglewood, Stadium ITS Improvements, Inglewood, CA** – Project Engineer

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Kyle Sample, PE, QSD/P

Civil Engineer

Professional Credentials

- Bachelor of Science, Civil Engineering, University of California, Los Angeles
- Professional Engineer in California #95393
- Qualified Stormwater Pollution Prevent Plan Developed and Practitioner in California #95393

Kyle is a professional engineer with experience in entertainment, residential, mixed-use, and industrial projects in Los Angeles, Orange, and San Diego counties. He has completed full civil engineering services and project management including conceptual design and site planning, construction document, technical assessments, permitting, and construction phase support. Kyle is strongly skilled in AutoCAD Civil3D, Revit, and Bluebeam.

Relevant Experience

- **City of Agoura Hills, On-Call General Engineering Services, Agoura Hills, CA** – Project Engineer
- **City of Malibu, Pacific Coast Highway (PCH) Signal System Improvements Project, Malibu, CA** – Project Analyst
- **Universal Studios Hollywood, MEP Assessment of Revenge of the Mummy Attraction, Hollywood, CA** – Project Manager
- **City of Manassas, Design Services for the Sudley Road Third Lane T-015 Project, Manassas, VA** – Project Analyst
- **University of California, Irvine, Campus Medical Complex DPP, Irvine, CA** – Project Analyst
- **Be Well Behavioral Health Center, Orange, CA** – Project Analyst
- **City of Lancaster, Pedestrian Gap Closure (Street Lighting), Lancaster, CA** – Project Analyst
- **County of Los Angeles, Rancho Los Amigos South Campus Sports Center Project, Los Angeles County, CA** – Project Analyst
- **LA Metro, Rail to Rail Segment A (Design), Los Angeles, CA** – Project Analyst

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Eugene Huang, PE

Civil Support

Professional Credentials

- Bachelor of Science, Civil Engineering, California Polytechnic State University, San Luis Obispo
- Professional Engineer in California #87933

Eugene has over 10 years of experience leading and supporting a wide range of transportation infrastructure projects including municipal roadway improvements, major freeway and interchange design, transit planning, and pedestrian/bicycle improvements on a variety of projects in Southern California. Eugene has led multidisciplinary teams to successfully deliver transportation projects from the planning phase to design phase and construction. Eugene has significant experience with the encroachment permit process and has completed projects involving full Caltrans oversight including Project Study Report-Project Development Support (PSR-PDS), Project Approval & Environmental Document (PA&ED), and PS&E documents in Caltrans District 7. Eugene has a thorough understanding of Caltrans policies, manuals, and procedures. Eugene specializes in street improvement design, utility design and coordination, roadway widening and re-alignments, complete streets, transit planning, Americans with Disabilities Act (ADA) and pedestrian improvements, drainage and hydraulics, stormwater treatment, stage construction and traffic control, and construction management.

Relevant Experience

- **City of Lancaster, Lancaster Health District PS&E, Construction Support Services, Lancaster, CA** – Project Manager
- **City of Alhambra, Alhambra 710 Stub South, PSR-PDS, PA&ED, Alhambra, CA** – Project Manager
- **City of Lancaster, At-Grade Crossing Upgrades (Ave M, Ave K, Ave J) PS&E, Lancaster, CA** – Project Manager
- **City of Lancaster, Program/Project Management Services for Measure R "Highway Equity" Program, Lancaster, CA** – Project Manager
- **City of Lancaster, Avenue J/SR 14 (SR 138) Interchange PSR-PDS, PA&ED, PS&E, Construction Support Services, Lancaster, CA** – Project Manager
- **City of Commerce, Mixmaster Phase 2 PS&E, Commerce, CA** – Project Engineer
- **SGVCOG, Transit Feasibility Study, Various Cities, CA** – Project Engineer
- **City of Pasadena, SR-710 Northern Stub Repurposing, Pasadena, CA** – Deputy Project Manager/Engineering Lead
- **LA Metro, SR 138 Project Approval and Environmental Documentation (PA&ED), North Los Angeles County, CA** – Project Engineer
- **McCourt Global, SR 110 Operational Improvements Project PSR-PDS, Los Angeles, CA** – Project Engineer
- **City of Ventura, U.S. 101/California Street Off-Ramp Relocation Project PA&ED, Ventura, CA** – Project Engineer
- **California Public Utilities Commission (CPUC), Railroad Crossing Inventory and Field Survey, Statewide, CA** – Analyst
- **Trammell Crow Company, Metro North Hollywood Station Joint Development, Los Angeles, CA** – Project Engineer
- **City of Los Angeles, Los Angeles Downtown Streetcar Independent Cost Estimate, Los Angeles, CA** – Analyst
- **LA Metro, County Wide Grade Crossing and Corridor Safety Program, Los Angeles County, CA** – Project Engineer

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CONTACT

Laura Forinash, PE, TE

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Kimley»Horn

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Long Beach, CA 90802

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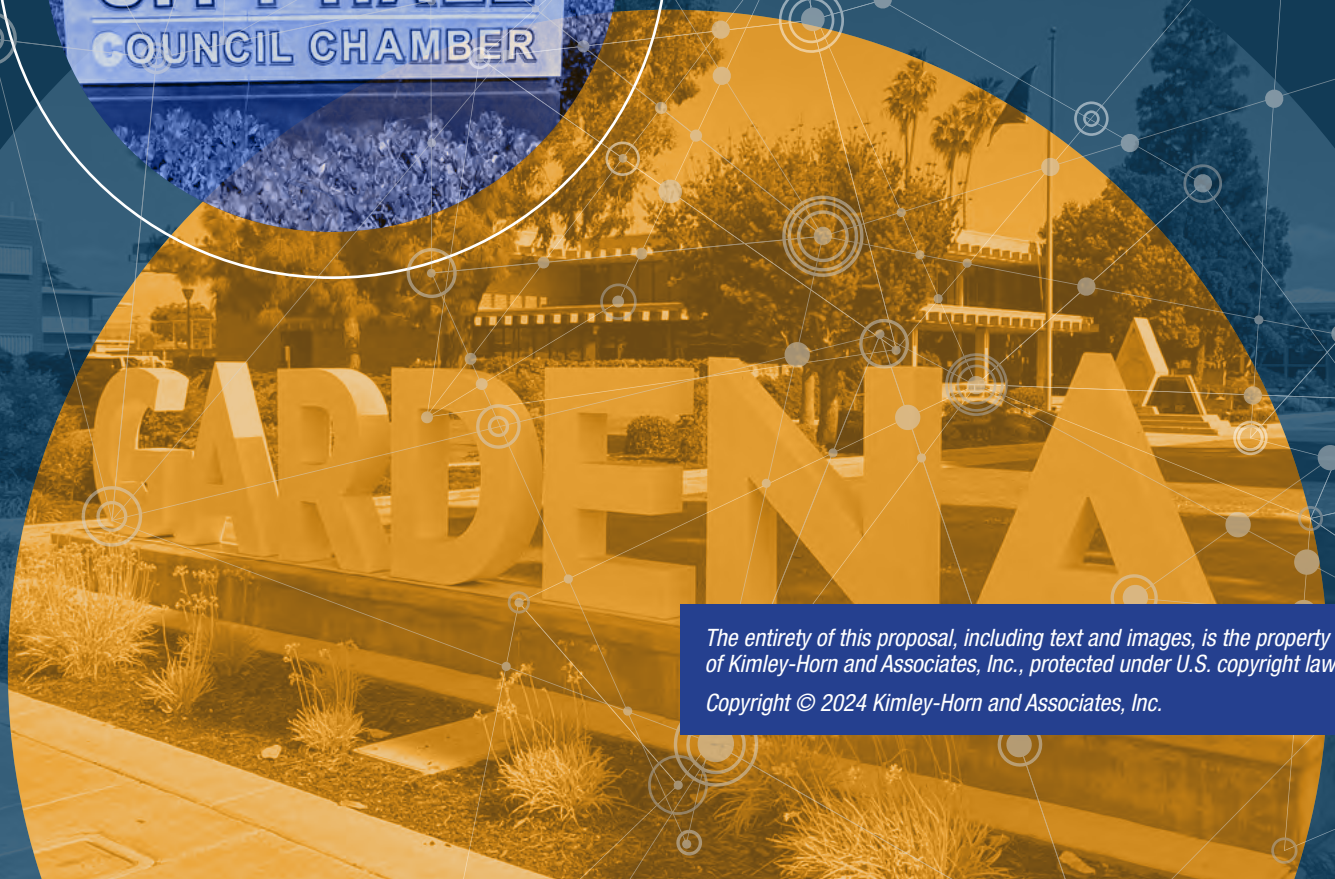

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH
KREUZER CONSULTING GROUP

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **Kreuzer Consulting Group,** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - General Civil Engineering Design

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9**, **2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in

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progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently

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and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall

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comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	Kreuzer Consulting Group 18872 MacArthur Blvd, Suite 210 Irvine, CA 92612 Attn: Rick Kreuzer President

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – Kreuzer Consulting Group

Kelsey Jaap
_____
Name

Sign: Kelsey Jaap
Title: Secretary

Rick Kreuzer
_____
Name

Sign: _____
Title: President

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference. In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:
City of Gardena
1700 West 162nd Street
Gardena, California 90247
Attn: Allan Rigg
Director of Public Works

To Consultant:
XYZ
Address
XXXX, CA #####
Attn: Name
Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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KREUZER CONSULTING GROUP

Qualifications for On-Call Professional Services General Civil Engineering Design

Prepared for:

City of Gardena
General Services Department
Public Works Engineering
717 West 162nd Street
Gardena, CA 90247-3778

18872 MacArthur Blvd • Suite 210 • Irvine, CA 92612 • 714-656-0160

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KREUZER CONSULTING GROUP

June 13, 2024

City of Gardena
Department of General Services
Public Works Engineering
1717 West 162nd Street
Gardena, CA 90247-3778

ATTN: Kevin Kwak
Principal Civil Engineer

RE: Qualifications to Provide On-Call General Civil Engineering Design Services

Dear Mr. Kwak,

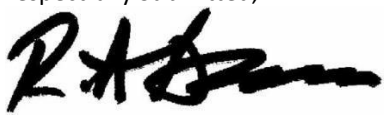
The Kreuzer Consulting Group (KCG) appreciates the opportunity to present our proposal for the subject project. We are providing these qualifications to be considered for the General Civil Engineering Design category as outlined in the Request for Qualifications.

Our firm is uniquely qualified for this assignment for two reasons. One, we are completely committed to the public works sector. We are a small company led by seasoned individuals that are completely devoted to providing quality planning and design services to Southern California municipalities; Two, we have significant experience serving as on-call consultants to Southern California municipalities. Currently, we have active on-call engineering with the following agencies: Anaheim, Tustin, Huntington Beach, Newport Beach, San Juan Capistrano, Downey, Gardena, San Clemente, Brea, Signal Hill, Stanton and Culver City.

We have formatted this proposal to address all of the items outlined in the RFQ. We take no exceptions to the sample contract provided with the RFQ and can meet all insurance requirements outlined therein. We are in receipt of Addendum #1 dated June 4, 2024.

As the President and CEO of the firm, I am authorized to sign on behalf of the company. Thank you for the opportunity to submit these qualifications. If you have questions or require additional information please do not hesitate to call.

Respectfully Submitted,



Rick Kreuzer, P.E.
President

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1.0 EXECUTIVE SUMMARY

The Kreuzer Consulting Group (KCG) is a firm comprised of individuals who have spent their entire professional careers serving the public sector in Southern California.

We are led by our President, Rick Kreuzer, who has over 40 years of experience in the Public Works engineering industry. Our firm is a small firm (12 staff) which can provide a broad range of services to our clients. We currently have active on-call engineering contracts with the City of Gardena, as well as with the Cities of Anaheim, Tustin, Brea, San Juan Capistrano, San Clemente, Irvine, Downey, Newport Beach, Signal Hill and Culver City.

We also maintain strong relationships with subconsulting support firms that share our philosophy of hands-on principal involvement on all projects. Depending on a particular project's needs, this team would consist of some, or all, of the following firms:

- *Harrington – Geotechnical*
- *Hartzog and Crabill – Traffic Engineering*

KCG has worked extensively with these firms on past projects with great success.

Our in-house staff are second to none. Their credentials as well as a detailed description of the wide range of projects we have delivered over the years are summarized in the following sections of this proposal.

Our experience will translate to value for the City of Gardena. Based upon our firm's extensive public works design experience, we believe the key issues for successful completion of on-call design projects center around the following:

❖ *Effective Project Management*

There is no doubt that all proposing firms will tout their abilities to effectively "manage" a project. Unfortunately, many firms believe if they stay somewhat on schedule and submit their invoices on time they have been "effective" managers. We at KCG do not subscribe to this. Our core business philosophy is centered around effective management of all of our projects with the goal of making our clients job easier. The cornerstone goal of this philosophy is to "get out and stay out in front of the issues" on each and every project. We feel very strongly that our clients hire us for an assignment it is our obligation to bring it to a successful completion without having our hands held or being reliant on City staff to do our job for us. We know that cities have this hand-holding experience with consultants too frequently… KCG will not allow this to take place on this or any project. The way we achieve this objective is by providing seasoned engineers that are also effective managers, not only because they understand the project process but because they understand the technical background of the design itself. We can anticipate issues faster than those managers who are reliant on younger design engineers to keep them informed. This disconnect cannot and will not happen at KCG because our Project Managers have hands on day to day involvement in the project design. Our project manager for the subject project will be Rick Kreuzer. Mr. Kreuzer is the President of KCG and has 30 years of experience managing and designing public works projects. Over the last 15 years, he has personally managed and/or designed over 50 roadway improvement projects for Southern California cities.

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❖ *Proactive Utility Coordination*

Utility coordination is an element that, if not properly addressed and managed, can significantly effect a project schedule and budget. This work task is much more than gathering record drawings and plotting then on the plans. The success of this task is proactively managing the relationship with all utility agencies involved. It certainly requires the establishment of the existing location of utilities as a first step but the real key is identifying the impacts to these facilities early on in the design process and coordinating proactively with the affected agency staff/service planners to mitigate those impacts and facilitate needed relocations. Overlooking or addressing utility impacts late in the design process usually results in schedule overruns and cost increases during construction.

❖ *NPDES Expertise*

Water quality requirements have become a critical component of projects over the last decade. Successful delivery of a project requires a firm that understands this reality and can deliver the permits required. KCG's stormwater specialist, Chris Becker, has a thorough understanding of the City's plans for long-term pavement maintenance and rehabilitation, while maintaining strict compliance with today's stringent water quality regulatory environment. He is a seasoned stormwater compliance expert that specializes in the municipal sector. He is a California Certified/Qualified SWPPP Practitioner (QSP) and Qualified SWPPP Developer (QSD). KCG can turn-key all storm water compliance needs from site assessment, to report preparation, to site inspections and monitoring. We have a working knowledge of the complex California General Stormwater Permit for New Construction and are currently performing work for many cities, Caltrans and several developers and general contractors.

❖ *Community Interaction*

Effective public outreach and community interaction is essential to delivering street improvement projects. Street construction by its very nature can be a major disruption to residents and business, so informing them, early and often, goes a long way to facilitating smoother project delivery. KCG has delivered multiple downtown streetscape projects that have required extensive community outreach programs.

❖ *Grant Funding Knowledge*

We are very familiar with the various local grant programs administered by SBCOG and LA Metro, having completed multiple projects with funding allocation from these agencies.

❖ *Focus and Experience*

KCG's primary core business is civil design. Our staff has delivered successful street widening and rehabilitation and utility projects all around Southern California for the last two decades. We understand the design subtleties associated with public works design projects in urban settings. Moreover, we provide in house experience in the complementary functions, namely water quality and community outreach, that have become so integral to the successful delivery of projects in today's world. This experience and focus will translate to value, via cost effective design, to the City of Gardena.

❖ *Quality Assurance*

Last but certainly not least is the delivery of a quality product. We believe that quality assurance is rooted in the philosophy by which you conduct your business. It is true that quality can be monitored and controlled to some degree via checklists and independent reviews, but a true "quality" product comes from a firm's commitment to excel for their clients. Do they care about their product? ***KCG does.*** Do they have experienced staff overseeing or doing the work every step of the way? ***KCG will.*** Do they want the next job? ***KCG does.*** Are they staying out in

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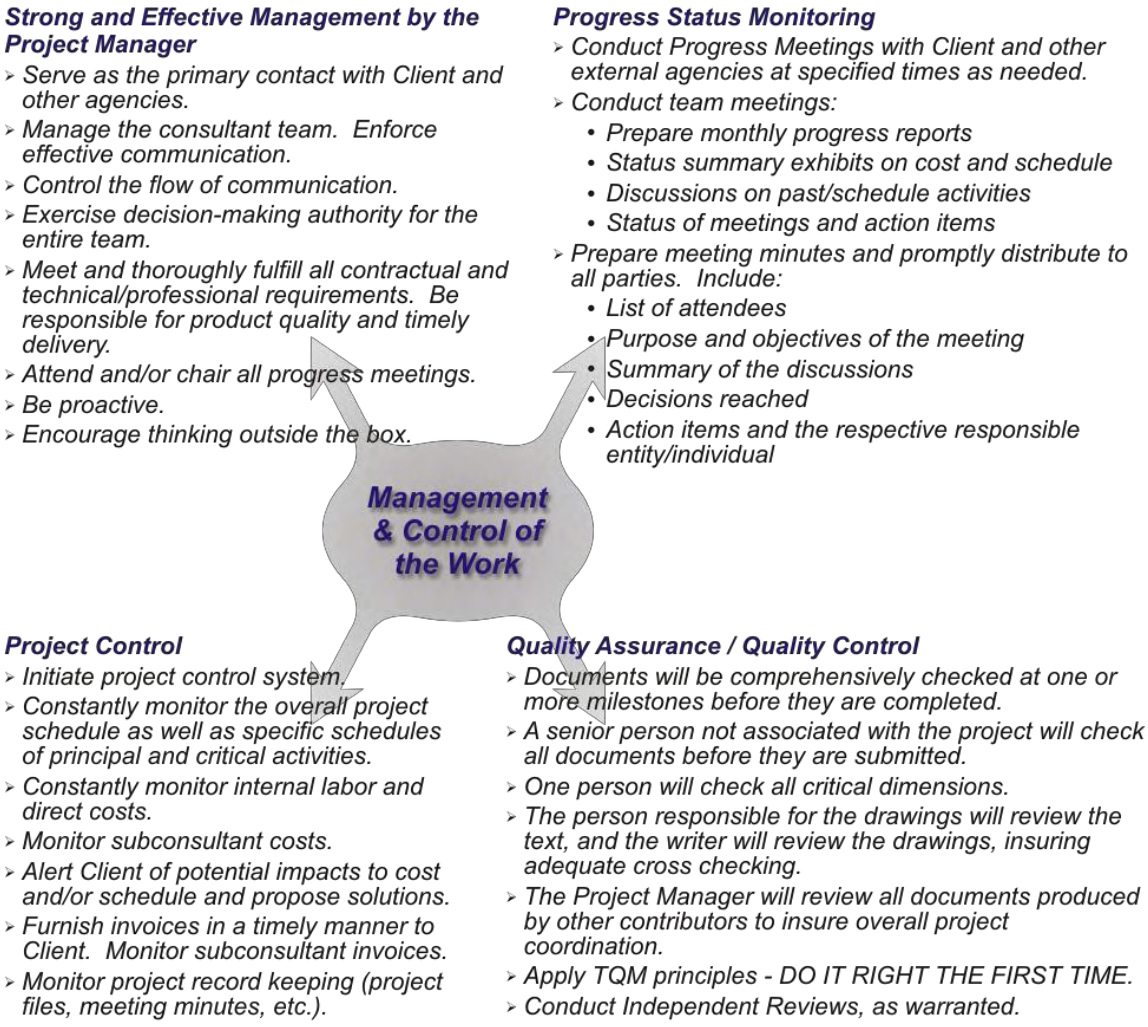
front of the issues and "leading" the project? ***KCG will.*** Quality is a culture within a company… you either have it or you don't. The graphic below depicts KCG's overall QA/QC approach.

KCG'S QA/QC Approach



At KCG, we pride ourselves on the quality of our work product. We encourage the Gardena to contact our past and current clients regarding this claim

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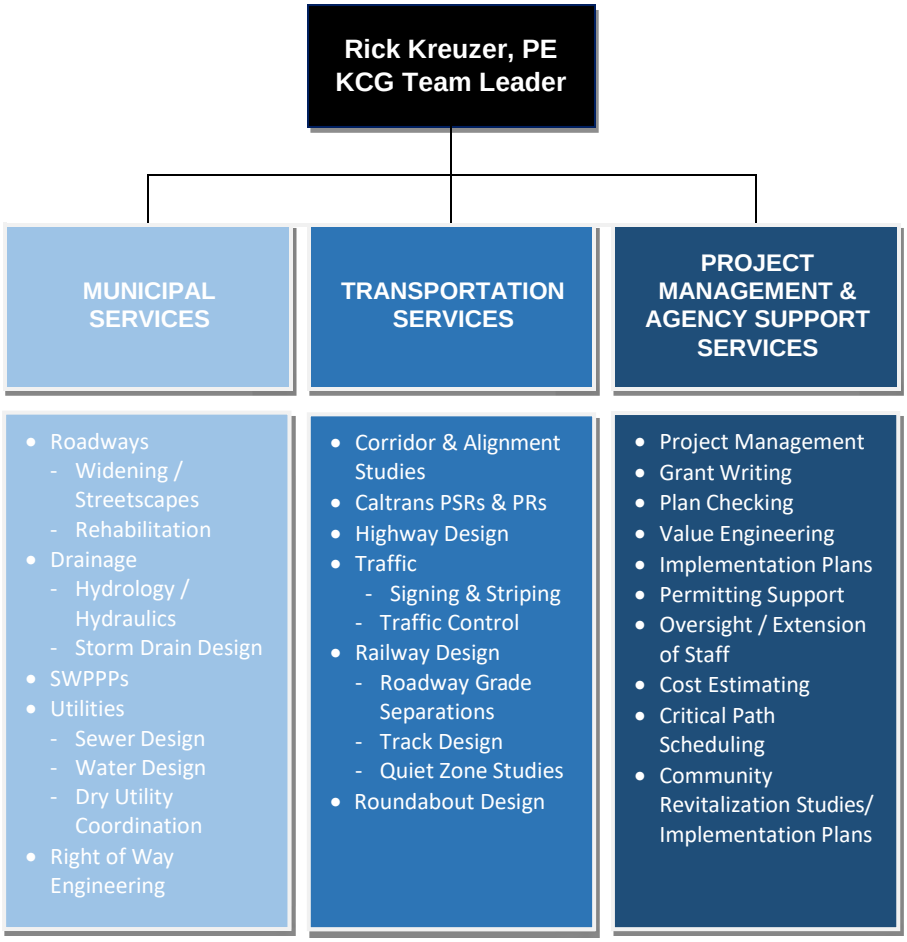
2.0 FIRM QUALIFICATIONS AND EXPERIENCE

***BACKGROUND*:** The Kreuzer Consulting Group (KCG) is a California corporation. We were formed July 1, 2009 by our president and founder, Rick Kreuzer. Mr. Kreuzer has spent his entire 40+ year professional career as a civil engineering design consultant serving the public sector. As a 1983 civil engineering graduate of the University of California, Irvine, Mr. Kreuzer began his engineering career with ASL Consulting Engineers. In 1988, Mr. Kreuzer moved on to become a project manager with UMA Engineering in Irvine. After 5 years, he was promoted to branch manager of the office in charge of a staff of 30, where he remained for another 5 years. In 1998, after 10 years with UMA, Mr. Kreuzer decided to start his own firm, KFM Engineering. Founded in 1998, KFM grew from a staff size of 3 to 40 in 2004 when the firm was merged with Bryan A. Stirrat & Associates (BAS), an environmental firm based in Diamond Bar, California. KFM continued to operate as the civil engineering arm and wholly owned subsidiary of the BAS Group until the BAS Group was acquired by Tetra Tech in June of 2009. At the time of this transaction, KFM had grown to a staff size of 35. Having spent his entire career running projects and being intimately involved with his clients as well as the day to day design of his projects, Mr. Kreuzer knew the large corporate structure was not conducive to delivering the quality, hands-on, cost effective project delivery that his municipal clients expected and deserved. As such, he decided to "get back to his roots" and formed the Kreuzer Consulting Group.

SERVICES: Municipalities, counties, and public agencies as a whole, face diverse challenges when planning and implementing improvements to public infrastructure. Public planning issues, environmental constraints, and the concerns of local residents all have the potential to impact a project's bottom line. KCG has created a network of resources, both in-house and through long-standing relationships with quality subconsultants, to provide clients with "one-stop shopping" in all of the technical disciplines necessary to address these issues. Services provided by the KCG team include:



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KCG staff have worked extremely hard over the years to establish the firm's reputation as engineers who will "go the extra mile" for our clients. We are proud of this reputation.

***CLIENTELE*:** KCG staff have provided consulting services to municipalities, counties, and state agencies throughout Southern California and beyond, summarized as follows:

Municipalities:
City of Anaheim
City of Arcadia
City of Brea
City of Buena Park
City of Chandler, AZ
City of Costa Mesa
City of Cypress
City of Culver City
City of Dana Point
City of Diamond Bar
City of Downey
City of Fullerton
City of Gardena
City of Garden Grove
City of Huntington Beach
City of Irvine
City of Industry
City of Irvine
City of La Habra
City of Laguna Beach
City of Laguna Niguel
City of Long Beach
City of Los Alamitos
City of Los Angeles
City of Manhattan Beach
City of Mesa, AZ
City of Mission Viejo
City of Moreno Valley
City of Newport Beach
City of Norwalk
City of Orange
City of Phoenix, AZ
City of Placentia
City of Riverside
City of San Clemente
City of San Juan Capistrano
City of San Diego
City of Signal Hill
City of Stanton
City of Tustin
City of Upland
City of Whittier
City of Yorba Linda

County Governments:
County of Imperial
County of Kern
County of Los Angeles
County of Maui, HI
County of Maricopa, AZ
County of Orange
County of Riverside
County of San Bernardino
County of San Diego

Transportation Authorities:
Orange County Transportation Authority

State Agencies:
California Department of Transportation
Arizona Department of Transportation
Utah Department of Transportation



Mission Statement

KCG will be a "client-driven" firm, focused on providing top quality products and services, always exceeding the expectations of those we serve.
Our ultimate goal will be to add value to our clients' projects and organizations with each and every endeavor we undertake.
In the end, KCG will be known as a reputable and responsive firm who truly cares about their clients. In our clients' eyes, a very difficult or critical project will always be

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RELEVANT EXPERIENCE: A big part of our firms practice includes the provision of design services through on-call engineering contracts. The following summarizes our current on-call design services contracts:

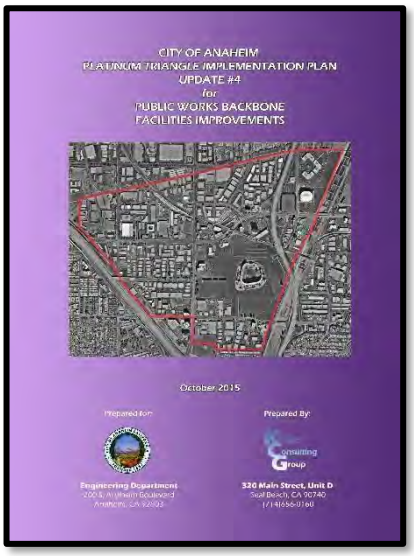
- *City of Anaheim – Public Works Department*
- *City of Anaheim – Development Services Department*
- *City of Anaheim – Construction Services Department*
- *City of Gardena*
- *City of irvine*
- *City of Tustin*
- *City of Huntington Beach*
- *City of Brea*
- *City of San Juan Capistrano*
- *City of Newport Beach*
- *City of Stanton*
- *City of Downey*
- *City of San Clemente*
- *City of Signal Hill*
- *City of Culver City*

We are familiar with the nature of on-call contracts. We are flexible, and through the team proposed herein, will provide a design team that is customized and has the resource capabilities to handle any project assignment put before us.

The following summarizes a cross section of recently completed projects which depict the broad capabilities of the KCG Team.

PLATINUM TRIANGLE MIXED USE DISTRICT

Anaheim, CA



The Platinum Triangle is located in the City of Anaheim at the confluence of the I-5 and SR-57 freeways. The Platinum Triangle is approximately 820 acres in size. It is traversed by a major intercity/commuter railroad line and encompasses Angel Stadium of Anaheim as well as the Honda Center of Anaheim.

The Platinum Triangle project will be a mixed-use development with a dynamic mix of uses including upscale, high density urban housing integrated by a carefully planned network of pedestrian walkways, streetscape improvements and recreation spaces. For this project, KCG completed the *Platinum Triangle Implementation Plan for Backbone Public Works Facilities* and subsequently designed streetscape improvements on Katella Avenue between Lewis Street and State College Boulevard. This $8M project was constructed in 2015.

Prime Consultant:	Kreuzer Consulting Group
Project Manager:	Rick Kreuzer, PE
Firm Role:	Project Management & Civil Engineering
Contract Value:	N/A
Construction Value:	$200 M
Final Construction Cost:	N/A
Design Completed:	Ongoing
Construction Completed:	In progress
Contracting Agency:	City of Anaheim, CA
References:	Rudy Emami- Director of Public Works 714-765-5176 remami@anaheim.net

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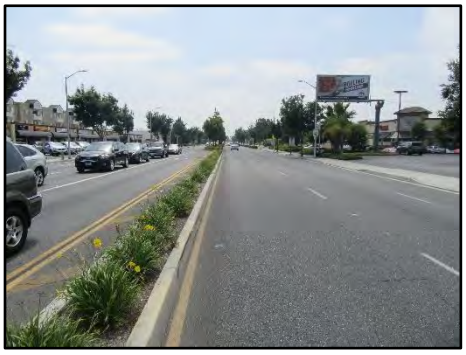
IMPERIAL AND PARAMOUNT INTERSECTION IMPROVEMENTS
Downey, CA





Prime Consultant:	Kreuzer Consulting Group
Project Manager:	Rick Kreuzer, PE
Firm Role:	Project Management & Civil Engineering
KCG Contract Value:	$300 K
Construction Value:	$4 M
Design Completed:	Ongoing (2024)
Construction Completed:	Pending (2025)
Contracting Agency:	City of Downey
Reference:	Ed Norris-Deputy Director of Public Works (562) 904-7110 enorris@downeyca.org

This project includes the design of the following improvements at the Imperial/Paramount intersection:

- Dual left turns southbound on Paramount
- Dual left turns westbound on Imperial
- Widening the southwest corner to allow for northbound U-turns on Paramount

In addition to the roadway geometry required for these widening improvements, the project also includes the following other enhancements:

- *Reconstruction of all 4 legs of the intersection with concrete pavement. The limits of concrete will be approximately 300 feet for intersection approaches and 50 feet for departures.*
- *Reconstruction of the entire intersection with concrete pavement*
- *Construction of decorative crosswalks*
- *Reconstruction of all access ramps, sidewalk and driveways to meet ADA standards*
- *Implementation of custom City bus shelters*
- *Modifications to the existing traffic signal*
- *New signing and striping*
- *Utility adjustments and relocations*
- *Minor modifications to existing landscaping and irrigation*

The project also required partial right of way acquisition and TCE's for four (4) adjacent properties.

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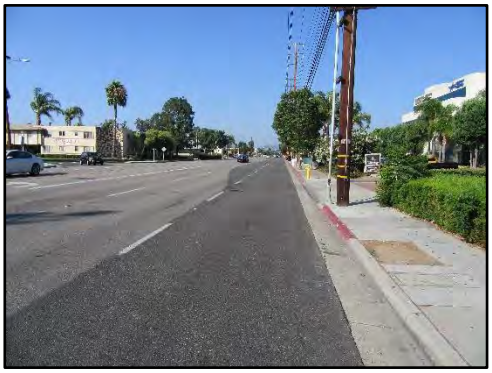
ORANGEWOOD AVENUE IMPROVEMENTS
Anaheim, CA



Prime Consultant:	Kreuzer Consulting Group
Project Manager:	Rick Kreuzer, PE
Firm Role:	Project Management & Civil Engineering
KCG Contract Value:	$700,000
Construction Value:	$14M (Bid $13.8 M)
Final Construction Cost:	N/A
Construction CO:	None to Date
Design Completed:	2023
Construction Completed:	Ongoing (2025)
Contracting Agency:	City of Anaheim, CA
Reference:	Edgar Garcia 714-765-4433 egarcia2@anaheim.net

KCG completed the final design for the widening of Orangewood Avenue from State College Boulevard to the Santa Ana River, a distance of approximately 3,000 lineal feet. This project includes roadway widening, structural retaining walls, new landscaping and extensive utility design including new storm drains and domestic and recycled water lines, significant off-site improvements and partial right of way acquisition from ten (10) properties. This project also required extensive traffic control plans and the preparation of a comprehensive Water Quality Management Plan (WQMP).

TUSTIN ZONE 4 STREET IMPROVEMENTS
Tustin, CA



Prime Consultant:	Kreuzer Consulting Group
Project Manager:	Rick Kreuzer, PE
Firm Role:	Project Management & Design
KCG Contract Value:	$120,000
Construction Value:	$5.3M (Bid = $5.2 M)
Final Construction Cost:	$5.3M
Construction CO:	None
Design Completed:	2022
Construction Completed:	2023
Contracting Agency:	City of Tustin
Reference:	Eric Johnson Principal Engineer (714) 573-3320 ejohnson@tustinca.org

Zone 4 is an area bounded by Nisson Road on the north, Tustin Ranch Road on the East, Edinger Avenue on the south and Newport Avenue on the west. Within this zone there are 9 miles of residential and arterial streets. KCG completed design for these streets which included a variety of treatments including slurry seals, mill and overlays and full reconstruction. The project also included a complete field review of all streets to identify removal and replacement of damaged curb and gutter, sidewalk and driveways. KCG also completed an assessment of all existing curb access ramps for ADA compliance and provided design details for all ramps that required reconstruction.

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CENTRAL AVENUE STREET AND WATER LINE IMPROVEMENTS
Brea, CA





Prime Consultant:	Kreuzer Consulting Group
Project Manager:	Rick Kreuzer, PE
Firm Role:	Project Management & Civil Engineering
KCG Contract Value:	$350 K
Construction Value:	$7 M
Design Completed:	Ongoing (2024)
Construction Completed:	Pending/ 2025
Construction CO:	N/A
Contracting Agency:	City of Brea
Reference:	Steve Kooyman (Interwest) City Consultant PM (530) 318-1066 skooyman@interwestgrp.com

The project includes the design of a new 12" water line on Central Avenue between Roscoe Street and Blossom Place, a distance of approximately 8,600 lineal feet. The project will also include coordination with and permitting through the City of La Habra and the County of Orange. These water line improvements plans will be packaged and bid along with street improvement plans KCG is designing for Central Avenue between Palm Street and Lambert Road, a total distance of approximately 14,000 lineal feet. Together these project improvements will consist of the following improvements.

COAST HIGHWAY/OLD NEWPORT BOULEVARD IMPROVEMENTS
Newport Beach, California



KCG is preparing preliminary engineering, environmental documentation, and final PS&E for widening improvements of Coast Highway and Old Newport Boulevard in the City of Newport Beach. This project includes roadway, structural, drainage, utility, landscaping, irrigation and significant off-site improvements, right of way engineering, and CEQA processing through Caltrans.

Prime Consultant:	Kreuzer Consulting Group
Project Manager:	Rick Kreuzer, PE
Firm Role:	Project Management & Civil Engineering
Contract Value:	$ 250K
Construction Value:	$ 2.5M
Final Construction Cost:	N/A
Design Completed:	Ongoing (2024)
Construction Completed:	Pending (2025)
Construct CO:	N/A
Contracting Agency:	City of Newport Beach, CA
Reference:	Patrick Arciniega 949-644-3347 parciniega@ newportbeach.ca.gov

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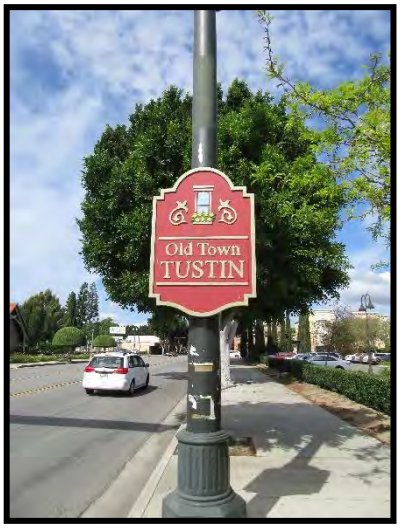
DOWNTOWN TUSTIN STREETSCAPE ENHANCEMENTS

Tustin, CA



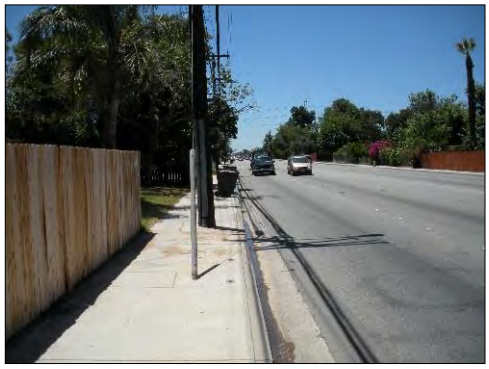
Prime Consultant: Kreuzer Consulting Group
Project Manager: Rick Kreuzer, PE
Firm Role: Project Management & Civil Engineerin
Contract Value: N/A
Construction Value: $5 M (Estimate)
Design Completed: Ongoing (2024)
Construction Completed: Pending (2025)
Contracting Agency: City of Tustin
Reference: Eric Johnson – Principal Engineer
(714) 573-3320
ejohnson@tustin.ca.org



KCG is completing preliminary and final design for improvements in the Old Town Historic District in the City of Tustin. These improvements including the narrowing of Main Street to implement a more "complete street" consisting of a more balanced vehicular/pedestrian/bicycle facility on main street and the construction of a series of "parklets" along El Camino Real to provide additional open space and facilitate the expansion of outdoor dining venues for local restaurants.

BROOKHURST STREET WIDENING PHASE 1

Katella to Ball
Anaheim, California



Prime Consultant: Kreuzer Consulting Group
Project Manager: Rick Kreuzer, PE
Firm Role: Project Management & Civil Engineering
Contract Value: $600 K
Construction Value: $ 18 M
Final Construction Cost: $17.8 M
Design Completed: 2018
Construction Completed: 2020
Contracting Agency: City of Anaheim
Reference: Edgar Garcia714-765-4433
egarcia2@anaheim.net

KCG completed preliminary engineering, environmental clearance, project report and final PS&E for this one mile long widening project in the City of Anaheim. This project involved the widening of Brookhurst Street from 4 to 6 lanes between Katella Avenue and Ball Road, a distance of 1 mile. This project included the acquisition of 21 residential properties and 3 part takes of commercial property. This project included extensive sound wall improvements which were designed as CIDH pile foundation walls along the entire east side of the alignment. The project also included extensive storm drain design and utility coordination efforts and interfacing with Union Pacific Railroad (at-grade crossing improvements) and the County of Orange.

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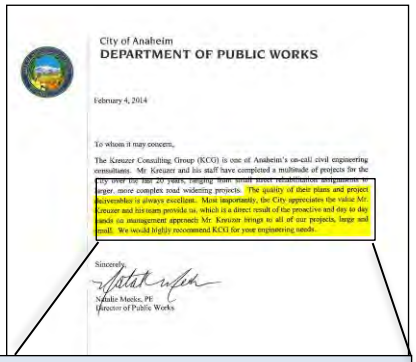
DISNEYLAND RESORT AREA STREETSCAPE IMPROVEMENTS

Anaheim, California



As the Program Manager, Mr. Kreuzer has been involved with the transformation of the Disneyland Resort Area in the City of Anaheim for the last decade in various capacities. He was involved with the initial planning efforts which established the vision for the 800 acre Resort Area including significant outreach activities with local residents and business owners. From there, Mr. Kreuzer managed the Preliminary and Final Design efforts for the construction of the two main backbone corridor streets in the Resort District, namely Katella Avenue and Harbor Boulevard. These projects included significant widening, streetscape and landscape enhancements to make the Resort Area a more attractive destination.

Mr. Kreuzer continues to work with the City of Anaheim on the Resort Project to this day as an extension of City Staff providing consulting services including establishing, maintaining, and updating special Anaheim Resort Area (ARA) standard plans, plan checking developer submittals for conformance with ARA standards and design guidelines, and assisting with streetscape design enhancement projects on an as-needed basis.



City of Anaheim
DEPARTMENT OF PUBLIC WORKS

February 4, 2014

To whom it may concern,

The Kreuzer Consulting Group (KCG) is one of Anaheim's on-call civil engineering consultants. Mr. Kreuzer and his staff have completed a multitude of projects for the City over the last 20 years, ranging from small street rehabilitation assignments to larger, more complex road widening projects. The quality of their plans and project deliverables is always excellent. Most importantly, the City appreciates the value Mr. Kreuzer and his team provide us, which is a direct result of the proactive and day to day hands on management approach Mr. Kreuzer brings to all of our projects, large and small. We would highly recommend KCG for your engineering needs.

Sincerely,

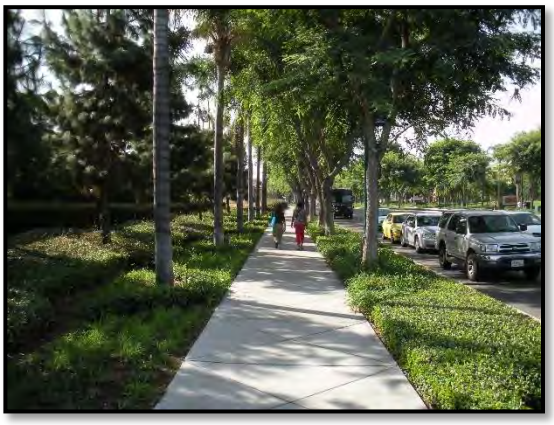
Natalie Meeks, PE
Director of Public Works



"The quality of their plans and project deliverables is always excellent. Most importantly, the City appreciates the value Mr. Kreuzer and his team provide us, which is a direct result of the proactive and day to day hands on management approach Mr. Kreuzer brings to all of our projects, large and small. We would highly recommend KCG for your engineering needs."

- Natalie Meeks, PE, Director of Public Works, City of Anaheim and National APWA Top 10 Leader of the Year, 2015

Prime Consultant:	Kreuzer Consulting Group
Project Manager:	Rick Kreuzer, PE
Firm Role:	Project Management & Civil Engineering
Contract Value:	$ 1.5 M
General Contractor:	Various
Delivery Method:	Low Bid
Construction Value:	$30 M
Final Construction Cost:	$30 M
Design Completed:	Between 2005- Present
Construction Completed:	Ongoing
Contracting Agency:	City of Anaheim, CA
Reference:	Rudy Emami, PE Director of Public Works (714)756-5176 remami@anaheim.net



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BALBOA PENINSULA STREET AND ALLEY IMPROVEMENTS

Newport Beach, CA

KCG completed the design for the reconstruction and rehabilitation of various streets and alleys on the Balboa Peninsula in the City of Newport Beach, including the design of ADA ramp improvements and replacement of damaged curb, gutter and sidewalk.

Prime Consultant: Kreuzer Consulting Group
Project Manager: Rick Kreuzer, PE
Firm Role: Project Management & Civil Engineering
Contract Value: $ 1.5 M
General Contractor: Various
Delivery Method: Low Bid
Construction Value: $1.6 M
Final Construction Cost: $1.6 M
Design Completed: 2015
Construction Completed: 2016
Contracting Agency: City of Newport Beach
References: Mike Sinacori, Assistant City Engineer
msinacori@newportbeach.ca.gov
949-644-3342



CITY OF GARDENA ON-CALL SERVICES

Gardena, CA

Under our current on-call contract with the City of Gardena, KCG has completed the following design projects:



◊ **Western Avenue Rehabilitation**

Design of street rehabilitation and concrete repair improvements on Western Avenue from Artesia Boulevard to Redondo Beach Boulevard, a distance of 7,700 linear feet. This project had a construction value of $1.6 M and was completed in 2021.

◊ **FY 18/19 Local Street Improvements**

Design of street rehabilitation improvements of 15 local streets in the northern half of the City. The construction value of these improvements was approximately $600 K.



◊ **Halldale Ave and Budlong Ave Street Improvements**

Design of street rehabilitation and concrete repair improvements on Halldale Avenue between 135th Street and El Segundo Boulevard (2,500 F) and on Budlong Avenue from Redondo Beach Boulevard to El Segundo Boulevard (8,800 LF), The construction cost for this project was approximately $1.3 M.

◊ **GTrans Site Survey**

Completed comprehensive topographic survey for the City's GTrans facility at the corner of Western Avenue and 139th Street.

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In addition to the featured projects above, KCG has completed street and a variety of public works infrastructure projects totaling in excess of **$50 M** in construction value over the last 5 years, some of which are summarized as follows:

Project	Agency	Construction Cost
Balboa Peninsula Streets	Newport Beach	$2 M
Duarte Road	Arcadia	$1.1 M
State College Boulevard	Brea	$1.0 M
Pioneer Street	Norwalk	$900 K
Lambert Road	Brea	$1.2 M
Lincoln Avenue	Anaheim	$1.3 M
Del Amo Boulevard	Long Beach	$1.5 M
Pacific Coast Highway	Dana Point	$1.7 M
Main Street	Tustin	$2.0 M
Huntington Drive	Arcadia	$1.7 M
Santa Anita Road	Arcadia	$500 K
Santa Clara Road	Arcadia	$300 K
Jeffrey Road	Irvine	$1.5 M
FY 15-16 Residential Streets	San Juan Capistrano	$2.6 M
Main Street Improvements	Tustin	$3.0 M
Ball Road	Anaheim	$1.5 M
Williams Street	Tustin	$600 K
Main Street	Tustin	$3 M
Sabina Area	Anaheim	$7 M
FY 19-20 Rehabs	Downey	$2.6 M
Newport Ave	Tustin	$1.6 M
Downtown Streets	Arcadia	$3.4 M

KEY PERSONNEL: The key KCG personnel for this on call contract will be:

Staff	Role	Years Experience
• Rick Kreuzer, PE	Project Manager	40
• David Jarvi, PE	Project Engineer	24
• Greg Rende, PE	Structural Engineer	25
• Eric Metz, LS	Survey Party Chief	23
• Chris Becker	Storm Water Quality	31

A detailed description of key staff experience along with personal resumes are contained in the following Section 3.0 of this proposal.

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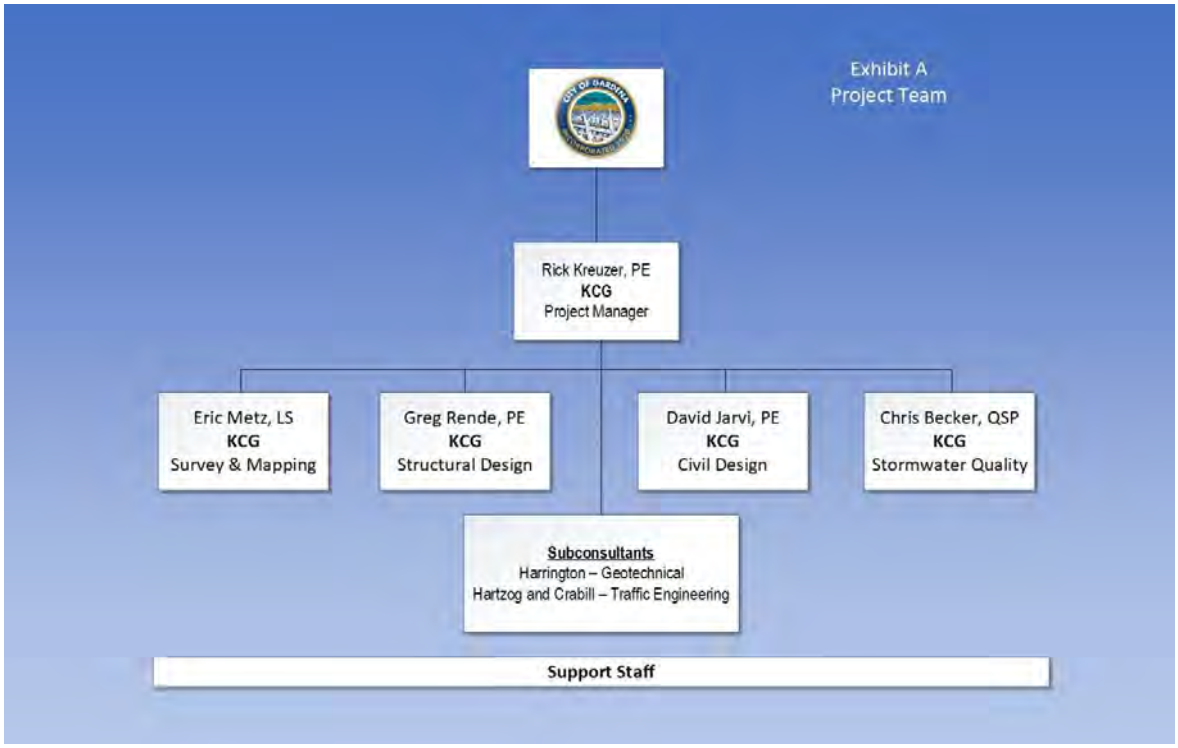
3.0 PROJECT TEAM

Our team organization is depicted on Exhibit A below. KCG's president, Rick Kreuzer, PE, will be the Project Manager as well as the Principal in Charge. He will be the single point of contact with the City of Gardena, and will have the authority to act on behalf of the firm regarding all contractual, project performance and quality matters.



Mr. Kreuzer is a registered civil engineer in the State of California with 40 years of professional experience. The unique aspect of Mr. Kreuzer's experience is that he has spent his entire professional career as an owner of (or working for) small firms which means he has been, and continues to be, a very involved and hands-on Project Manager. He is not a delegator or glorified principal but is "on the boards" and intimately involved with the day to day design aspects of his projects. We believe this attribute is a real value to our clients and is the cornerstone operating philosophy of our company.

Assisting Mr. Kreuzer with the day to day design of the project will be Mr. David Jarvi. Mr. Jarvi has been Mr. Kreuzer's right hand man for the last decade including the current assignments within the City of Laguna Beach. He is a registered Civil Engineer with 24 years of experience. He is proficient with the use of AutoCAD software and has a thorough understanding of City standards, design criteria and plan formatting requirements. He is also well versed with Civil 3D design software.

Greg Rende is KCG's structural engineer. Mr. Rende has 25 years of experience and is a registered engineer in the State of California. His structural design experience includes bridge structures, retaining walls, foundation and flood control culverts.

Eric Metz, LS has 23 years of professional surveying experience and is an expert Civil 3D software user.

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Chris Becker is KCG's Storm Water Quality expert. Mr. Becker has 31 years of professional experience in the public works industry. He is a Qualified SWPP Developer and Practitioner (QSD/QSP), Certified Professional in Erosion and Sediment Control and Certified Sediment and Storm Water Quality Management Plans (WQMP), Storm Water Pollution Prevention Plans (SWPPP) and Caltrans Storm Water Data Reports (SDR).

The key KCG personnel identified for this on-call project will remain for the duration of the project and will not be removed or replaced without the prior written consent of the City of Gardena. Resumes for each of these key team members are contained on 16 through 23 of these qualifications.

Subconsultants

KCG utilizes the same subconsultant firms on all of our projects. These firms share our philosophy of hands-on principal involvement on all projects. Depending on the needs of a particular project or assignment, KCG would utilize the services of some or all of the following subconsultants:

Scott Ma, PE, TE
Hartzog & Crabill
Traffic Design

☑Current Projects with KCG
☑Past Projects with KCG

Mr. Ma is a senior engineer with HCI who is currently providing contract City Traffic Engineer services to the City of Lake Forest, as well as on-call traffic engineering services to the City of Hermosa Beach. Mr. Ma's experience includes traffic signal design, reviewing and conducting a variety of traffic studies including but not limited to, warrant analyses, preparing and reviewing traffic impact analyses reports and recommendations, responding to community requests such as crosswalks, traffic signals, stop signs, parking matters, and also performing project management that includes ADA review and final preparation and design/submittal of project plans, specifications, and estimates (PS&E).

Hartzog & Crabill Attributes of the Firm

- **Office in Tustin**
- **Founded in 1998**
- **On-call traffic engineering firm for multiple Orange County cities.**

Joseph Welch, PE, GE
Harrington Geotechnical
Geotechnical

☑Current Projects with KCG
☑Past Projects with KCG

Joseph Welch, PE, GE, Geotechnical Engineer, is a registered civil and geotechnical engineer in California with 46 years of experience. Mr. Welch is a graduate of West Point and holds a master's degree in civil engineering from George Washington University. His responsibilities include geotechnical engineering, laboratory management, and expert witness.

Harrington Geotechnical Attributes of the Firm

- **Good working relationship with KCG**
- **Pricipal involvement on all projects**
- **Pragmatic approach to street rehabilitation evaluations**

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Table 1 below provides a synopsis of the KCG team's key personnel, registrations, experience and project availability.

TABLE 1 – TEAM MEMBER QUALIFICATIONS / AVAILABILITY SYNOPSIS

Name	Firm	Project Responsibility	Years of Experience	Education	California License Type/No	Experience Working on Similar Projects	% Available
Rick Kreuzer	KCG	Project Manager	40	BS	PE/42407	✓	40%
David Jarvi	KCG	Project Engineer	24	BS	PE/66792	✓	50%
Chris Becker	KCG	Water Quality	27	BS	QSP/24431	✓	30%
Eric Metz	KCG	Survey & R/W	23	AA	LS/9198	✓	25%
Scott Ma	Hartzog	Traffic	26	BS/MS	PE/70812 TE/2519	✓	30%
Joseph Welch	Harrington	Geotechnical	48	RCE/GE	GE/2239 RCE/40236	✓	25%

Personal resumes for these key KCG team members are enclosed on the following pages.

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RICK KREUZER, P.E.



EDUCATION:
B.S. in Civil Engineering
University of California, Irvine, 1983

Certificate Program in Construction Management, American Sociaety of Civil Engineers, 1987

AFFILIATION:
American Society of Civil Engineers

Institute of Transportation Engineers

REGISTRATION:

Registered Civil Engineer (California & Arizona)

Registered Civil Engineer (Arizona)

Mr. Kreuzer, the founder and President of KCG, has 40 years of experience managing complex transportation and civil projects. His strength is managing multi-disciplined teams on projects which require innovative solutions and hands-on principal involvement. He is the President of the Kreuzer Consulting Group (KCG).

PROJECT EXPERIENCE:

Project Manager for on-call contracts with the following agencies:

- City of Anaheim – Public Works Department
- City of Anaheim – Development Services Department
- City of Anaheim – Public Utilities Department
- City of Irvine
- City of Tustin
- City of Stanton
- City of Brea
- City of Signal Hill
- City of Newport Beach
- City of San Juan Capistrano
- City of Gardena
- City of Culver City
- City of Downey
- City of San Clemente
- City of Huntington Beach

City of Gardena Projects: Mr. Kreuzer has been the Project Manager for the following Gardena Projects:

- Western Avenue Street Improvements
- FY 18-19 Residential Street Improvements
- Halldale Avenue Street Improvements
- Budlong Avenue Street Improvements
- GTrans Facility Site Survey

Disneyland Resort Area Improvements: Mr. Kreuzer has been involved with the transformation of the Disneyland Resort Area in the City of Anaheim for the last decade in various capacities. He was involved with the initial planning efforts which established the vision for the 800 acre Resort Area including significant outreach activities with local residents and business owners. From there, Mr. Kreuzer managed the Preliminary and Final Design efforts for the construction of the two main backbone arterial streets in the Resort District, namely Katella Avenue and Harbor Boulevard. These projects included significant streetscape and landscape enhancements to make the Resort Area a more attractive destination..

Katella Avenue Smart Street Phases 1 & 2: Project Manager of an alignment study and final design for the widening of three miles of Katella Avenue along the Disneyland and Anaheim Convention Center frontages. This included widening of four major intersections. Total construction value of Phases 1 and 2 was approximately $35 million. The project included the design of street, storm drain, sewer, water, landscape, streetscape and traffic signal improvements. In addition right of way acquisition documents in the formal of legal descriptions and plans were prepared by KCG staff for approximately 120 partial takes of existing parcels. This project also included coordination with Caltrans with regard to I-5 improvements at the east end of the project.

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Brookhurst Street Widening: KCG recently completed preliminary and final design services for the widening of Brookhurst Street between Katella Avenue and Ball Road in the City of Anaheim. This project will includes roadway, drainage, utility, landscaping, and traffic signal improvements.

Platinum Triangle Backbone Infrastructure Implementation Plan: The Platinum Triangle is located in the City of Anaheim at the confluence of the I-5 and SR-57 freeways. The Platinum Triangle is approximately 820 acres in size. It is traversed by a major intercity/commuter railroad line and encompasses Angel Stadium of Anaheim, as well as the Arrowhead Pond of Anaheim.

The Platinum Triangle project will be a mixed-use development with a dynamic mix of uses including upscale, high density urban housing integrated by a carefully planned network of pedestrian walkways, streetscape improvements and recreation spaces.

For this project, Mr. Kreuzer managed the completion of the *Platinum Triangle Implementation Plan for Backbone Public Works Facilities*. This plan served to define the:

- required arterial roadway, streetscape and landscape improvements
- required sewer system improvements
- required storm drain system improvements
- required water system improvements
- required electrical system improvements
- right of way acquisition required to construct all backbone infrastructure improvements
- breakdown of project segments for implementation
- cost estimates for all project segments
- schedule for implementation of the program
- cash flow estimate for the implementation of the program

This plan is currently being used as the basis for establishment of a $200 million Community Facilities District (CFD) to finance all required backbone infrastructure improvements needed to support development in the Platinum Triangle project area.

Katella Avenue Widening: Final PS&E for the first arterial improvement project in the Platinum Triangle project area. This project consists of widening of Katella Avenue between Lewis Street and State College Boulevard to accommodate 4 lanes of traffic in each direction. New parkway and median landscaping will be constructed along with upgraded streetscape furnishings consisting of light poles, bus shelters, and traffic signs.

Brookhurst Street Widening: Final PS&E for the widening of Brookhurst Street from I-5 to SR-91 in the City of Anaheim. This project includes widening the existing 4 lane roadway to 6 lanes as well as the construction of a new 54 inch mainline storm drain and extensive landscaping in the medians and parkways.

Imperial Highway Smart Street: Completed Project Report, Alignment Study and Implementation Plan for the widening of Imperial Highway from the Los Angeles County line to Rose Drive, a distance of 8.5 miles.

Arizona Avenue Streetscape Improvements: Planning and design for the downtown revitalization of Arizona Avenue in Chandler, Arizona.

Southern Avenue Phase 2 Streetscape Improvements, Mesa, Arizona: Mr. Kreuzer is the Project Manager for the final design of the 2nd phase of the Southern Avenue Improvements in the Fiesta District from Sycamore to the west City limit at the Tempe Canal. This project is a natural extension of the Phase 1 improvements that were recently constructed. This project includes street narrowing, landscape and streetscape improvements, drainage, lighting and traffic signal improvements. The project will also require the preparation of right of way acquisition documents and coordination with the City's real estate staff as well as the public and other stakeholders.

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David Jarvi, PE



Mr. Jarvi has over 24 years of experience in General Civil and Transportation Engineering. He specializes in local roadway planning and design projects with experience in design engineering with a focus on civil and transportation projects. His extensive knowledge of roadway layout, reconstruction, and rehabilitation are evident by a growing list of local agencies that seek his street improvement involvement (Los Alamitos, Cypress, Anaheim, Stanton, Long Beach, Downey, Costa Mesa, Industry, Yorba Linda, Newport Beach, Orange, Dana Point, Irvine, Mission Viejo, San Clemente, Lake Forest, San Juan Capistrano, and Laguna Niguel). Mr. Jarvi has been responsible for the preparation of street plans, cross sections and details for a wide range of roadways from single intersections to miles of large arterial highways.

EDUCATION:

B.S., Civil Engineering, California State University, Chico

SOFTWARE SKILLS:

AutoTURN, Microsoft Excel, Bentley Inroads, Microstation, Autodesk Civil 3D

REGISTRATION:

Professional Engineer, California, No. 66792

PROJECT EXPERIENCE:

City of Gardnea Projects: Mr. Jarvi has served or is currently serving as the Project Engineer for the following Gardena Projects:

- Western Avenue Street Improvements
- FY 18-19 Residential Street Improvements
- Halldale Avenue Street Improvements
- Budlong Avenue Street Improvements
- GTrans Facility Site Survey

Atlantic Avenue / Pacific Coast Highway Intersection Improvements, City of Long Beach, Long Beach, CA – Project Engineer for the rehabilitation of over two miles of Atlantic Avenue in the City of Long Beach. Tetra Tech prepared the preliminary and final PS&E for roadway rehabilitation, right turn pocket widening, storm drain inlet upgrades and pipe reconstruction, utility relocations, traffic signal, traffic control, and parking lot improvements at the Atlantic Avenue and Pacific Coast Highway intersection in the City of Long Beach. Since the widening portion of the project impacted the adjacent high school parking lot, our Team effectively coordinated with the school district to complete the required work within the schedule. In addition, our work included obtaining an encroachment permit from Caltrans for construction within the state highway system.

Lakewood Boulevard Improvements Phase 3A, City of Downey, Downey, CA – Project Engineer for the design of streetscape and roadway improvements on Lakewood Boulevard in the City of Downey. Tetra Tech prepared preliminary and final plans for streetscape and engineering improvements for the 4,000 foot segment of Lakewood Boulevard from 5th Street to Florence Avenue in the City of Downey. The project included additional through lanes, extensive median and parkway improvements, decorative lighting, street furniture and both potable and recycled water improvements. Great care was taken to minimize impacts to private development and to provide a seamless transition between old and new areas. The project created an aesthetically pleasing corridor, while decreasing construction cost savings of over $500,000 through the use of recycled pavement.

La Palma Avenue / Kraemer Boulevard Intersection, City of Anaheim, Anaheim, CA – Project Engineer for the $2.4 million widening of La Palma and Kraemer Intersection for the City of Anaheim Orange County, including right-of-way engineering and utility coordination. Tetra Tech prepared plans, specifications and cost estimates for the widening of this key arterial intersection in the City of Anaheim. The project involved the development of a Precise Alignment Plan, Landscape Concept Plan, and legal descriptions for 8 parcels. The project included the design of a raised, landscaped median, parkway landscaping in both the City area as well as a large slope in Caltrans right-of-way, and significant redesign of private property improvements impacted by the roadway widening. The approval

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process included obtaining an easement and encroachment permit from the County of Orange as well as an encroachment permit from Caltrans. Other elements of the project included the design of a traffic signal, traffic control, a MSE retaining wall, and utility improvements.

Firestone Boulevard Rehabilitation Old River School Road to Lakewood Boulevard, City of Downey, Downey, CA – Project Engineer for the construction of sidewalk and pavement rehabilitation of an over one mile reach of Old River School Road in the City of Downey. The project includes pavement reconstruction and rehabilitation, reconstruction of curb ramps per current ADA criteria, and signing and striping.

Chapman Avenue Widening, City of Orange, Orange CA – Project Engineer for the alignment study for a one mile segment of Chapman Avenue. Responsibilities include the development of base plans and cross sections for the purpose of alignment analysis and the completion of a summary report outlining roadway widening costs and right-of-way impacts for various alignment alternatives. Tetra Tech completed alignment plans and is designing final PS&E for a 1 mile widening of Main Street from Palmyra Avenue to Chapman Avenue. This project included design of roadway, water line, drainage, utility, landscape, and lighting improvements. Project also included traffic control plans, signing and striping plans and traffic signal modification plans. Parking lot modifications were also involved on the project.

Katella Avenue Smart Street Improvements, Orange County, CA – Project Engineer for sections of the Katella Avenue Smart Street running through the cities of Los Alamitos, Cypress, Anaheim and Stanton. Responsibilities included the preparation of street plans, cross sections, utility coordination, water vault design and the preparation of legal plats and descriptions.

Bus Stop Improvement Projects, City of Santa Clarita, Santa Clarita, CA- Project Engineer for the improvement of 23 selected bus stop locations throughout the City of Santa Clarita. The design of each bus stop addressed the safety and accessibility needs of the rider, passenger with disabilities, driver, pedestrians, cyclists, motoring public, and people living and working near the stops. Each site specific bus stop safety improvements included the sidewalk access, concrete pads, shelter and amenities, adequate right-of-way, grading/separating walls, signage, bus approach zones, future needs, and existing site constraints including utility features and covers. Mr. Jarvi also provided utility research, data collection, conceptual design report, and final plan, specifications and estimate. The project met all federal guidelines and requirements, City procedures and guidelines, and Transit Agency regulations.

Orangethorpe Avenue Widening, City of Buena Park, Buena Park, CA- Project Engineer for the widening of the south side of Orangethorpe Avenue from Stanton Avenue to Thomas Street. Topographic survey of 50-foot cross sections were completed and site investigation and research of the crown elevation and gutter lip elevations were provided. Additional detail collected at each location where new ADA curb ramps, and cross gutters were constructed.

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KREUZER CONSULTING GROUP

CHRISTOPHER BECKER, QSD/QSP



Mr. Becker has 31 years of outstanding success in delivering complicated public and private construction, infrastructure, real estate and transportation projects from inception to completion. His background includes all phases of project coordination including feasibility, technical writing, conceptual planning, environmental clearance, final design, entitlement processing, obtaining agency approvals and construction management.

Over the last 10 years, he has specialized in comprehensive storm water compliance services for design and construction clients. As a State Certified QSD/QSP; Certified Professional in Erosion and Sediment Control; Certified Erosion, Sediment and Stormwater Inspector, he has provided the following services:

- Prepare bid estimates and develop proposals and marketing materials.
- Prepare Water Pollution Control Programs/SWPPPs
- Water Quality Management Plans
- Storm Water Data Reports
- Provide Qualified SWPPP Practitioner inspection services
- Design Water Pollution Control Drawings
- Establish cost effective Best Management Practices
- Perform QSP services for approximately 20 projects per quarter including being the Water Pollution Control Manager of record for several Caltrans projects

Recent project experience includes:

- WQMP for Williams Street Roadway and Storm Drain Improvements in Tustin.
- WQMP for Valencia Avenue Street Improvements in the City of Brea.
- WQMP for Imperial Highway Greenbelt Improvements in the City of Brea.
- WQMP for the Anaheim Convention Center Grand Plaza in the City of Anaheim.
- WQMP and SWDR for SR-1/Old Newport Boulevard Intersection Improvements in the City of Newport Beach.
- WQMP and SWDR for SR-1/Broadway Road Intersection Improvements in the City of Laguna Beach.
- Numerous SWPPP's for various construction contractors in Southern California.

EDUCATION:
B.S. in Urban Planning California State Polytechnic University, Pomona

AFFILIATION:
Construction Management Association of America
Project Management Institute

REGISTRATION:
Qualified SWPPP Developer and Practitioner (QSD/QSP) #24331

Certified Professional in Erosion and Sediment Control #7408

Certified Erosion, Sediment and Stormwater Inspector #3080
OSHA 10 and 30 Safety Certified

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Registration:

1995, Civil Engineer, CA, 54529
2001, Civil Engineer, AZ, 36034

Years of Experience: 30

Associate Bridge Engineer, Caltrans
1992-1996

Senior Associate, RBF Consulting
(now Michael Baker, Int'l)
1996-2006

Founder, President and Principal Engineer of Rende Consulting Group, Inc. since 2006

Education:

B.S., 1991, Civil Engineering, University of California, Berkeley

1994 Graduate of the Caltrans *Bridge Design Academy,* Sacramento, CA

1995 Graduate of the Caltrans *Resident Engineer's Academy,* Santa Ana, CA



Qualifications and Experience:

Mr. Rende has more than 30 years of experience in all phases of project development for major highway and public works structures projects. As a consultant to both public and private-sector clients, Mr. Rende has provided project management, preliminary and final engineering design, plan-preparation, specification writing, agency permit processing, plan-checking, and construction engineering in a wide variety of projects.

In 2006, Mr. Rende founded Rende Consulting Group (RCG) and serves as RCG's President and Principal Engineer.

The following is a list of some of the types of structures for which Mr. Rende has been directly involved in the preliminary and/or final structures design:

Highway & Railway Bridges (more than 100)

- Cast-in-Place Prestressed Concrete Box Girder
- Pre-Cast Concrete I-Girder / Box Girder / Slab
- Widenings, Seismic Retrofits, Staged Replacements
- >20 Structure Type Selection Approvals by Caltrans
- >75 Bridges over Major Regional Drainage Facilities and Environmentally-Sensitive Habitat Areas

Non-Standard Retaining Walls

- Cast-in-Place Concrete Cantilever Retaining Walls
- Tieback Retaining Walls
- Soldier Pile Retaining Walls
- Sheet Pile Retaining Walls
- Mechanically-Stabilized Embankment (MSE) Walls

Pedestrian Bridges

- Cast-in-Place Prestressed Concrete Box Girder
- Pre-Fabricated Steel Through-Truss
- Rolled Wide-Flange Beam Deck-Girder

Flood Control / Water Quality Structures

- Open-Channels / Transitions / Drop Structures
- Single and Multi-Cell RCB Culverts
- Detention Basin Intake Towers / Outlet Structures
- Non-Standard Junction Structures
- Stormwater Pump Stations

Wildlife Undercrossings / Tunnels

Mr. Rende was among the first in the consultant community to implement Caltrans' Seismic Design Criteria (S.D.C.) and has obtained Caltrans Type Selection and PS&E approvals of numerous major highway bridge projects on California's Highway System. Mr. Rende also has extensive experience in bridge construction engineering and inspection gained while working at Caltrans Division of Structures from 1992 to 1996. Additional construction experience includes work for the County of Orange Department of Public Works (Construction Division) as an Engineering Assistant from 1987 to 1991 while attending college.

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ERIC W METZ, PLS



Mr. Metz has over 23 years of professional experience in land surveying and engineering work for government organizations, public agencies, and the private sector. His experience includes preparation of Records of Surveys, Tract Maps, topographic surveying, boundary surveys, aerial control, GPS control surveys, right-of-way mapping, ALTA surveying, and construction staking. Mr. Metz also has extensive knowledge in AutoCAD Civil 3D, Revit and Navisworks BIM software.

Project Experience:

- **Orangethorpe Ave Widening Phase 1 & 2, City of Buena Park, Buena Park, CA**
  Project Surveyor responsible for topographic survey, right-of-way survey, property research, legal descriptions and plats for right of way acquisitions and temporary construction easements required by the city. In addition, provided construction staking support for the project.
- **Bus Stop Improvement Projects, City of Santa Clarita, Santa Clarita, CA**
  Project Surveyor responsible for topographic survey, survey control plans, utility research, legal descriptions and plats for right-of-way acquisitions and temporary construction easements to meet city requirements.
- **Lakewood Stormwater and Runoff Capture Project, City of Lakewood, Lakewood, CA**
  Project Surveyor responsible for topographic survey and cross sections of the flood control channels. Legal descriptions and plats were prepared for proposed city storm drain easements across county land.
- **Waste Management (Southern California Sites)**
  Project Surveyor responsible for topographic survey, right-of-way survey, property research and construction staking support for eight sites across Southern California.
- **USPS Redevelopment, Pacific Industrial, Long Beach, CA**
  Project Surveyor responsible for topographic survey, right-of-way survey, property research and ALTA survey of the United States Postal Service 10 acre sorting facility.
- **Limekiln Creek Restoration Project, City of Los Angeles Bureau of Engineering, Los Angeles, CA**
  Project Surveyor responsible for topographic survey, cross-sections of the flood channels and site utility research.
- **Houghton Park Community Center, City of Long Beach, Long Beach, CA**
  Project Surveyor responsible for topographic survey, cross-sections and profile survey, preparation of horizontal control plans, and preparation of existing conditions base map.
- **Los Angeles Bureau of Sanitation Monitoring Station, Gardena, CA**
  Project Surveyor responsible for utility research and topographic survey of the Dominguez Channel from right-of-way to right-of-way for approximately 1,000 feet at the West 135th Street bridge.
- **Riverside Drive near Zoo Drive Bridge over Los Angeles River, Bridge No. 53C-1298, City of Los Angeles, Los Angeles, CA**
  Project Surveyor responsible for topographic survey to support the bridge widening and retrofit. Ongoing construction staking support.
- **EL Paseo Drive Pedestrian Overcrossing Replacement, City of Santa Clarita, Santa Clarita, CA**,
  Project Surveyor responsible for topographic survey, survey control plans and construction staking support.
- **Surveying and Mapping at Marine Corps Recruit Depot (MCRD) NAVFAC SW, San Diego, CA**
  Project Surveyor responsible for topographic cross section survey of all roadways within the MCRD base boundary as well as project aerial control.

Education:

Santiago Canyon College,
Survey/Mapping Sciences

Registrations/Certifications:

Professional Land Surveyor,
California No. 9198

Trimble Business Center,
Project Specialist

OPUS,
Projects Manager's Training

Professional Affiliations:

California Land Surveyors Association

Orange County Land Surveyors Association

Society of American Military Engineers

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Scott Q. Ma, PE, TE
Senior Engineer

Years of Experience: 20

Education:
2002 BSCE, Civil Engineering,
University of California, Berkeley

Professional Registrations & Certifications:
Registered Civil Engineer–California
No. 70812

Registered Traffic Engineer–California
No. 2519

Professional Affiliations:
Institute of Transportation Engineers

Member, Orange County Traffic Engineering Council (OCTEC)

Mr. Scott Ma is a Senior Engineer with the traffic engineering consulting firm of Hartzog & Crabill, Inc (HCI). Mr. Ma is a registered Civil and Traffic Engineer with the State of California, and has over (20) years of engineering experience. Mr. Ma has a wide breadth of experience in the field of traffic engineering and transportation planning.

Traffic Engineering
Mr. Ma's responsibilities are to provide project management and design expertise for various traffic-related projects. Mr. Ma's experience includes the preparation of Plans, Specifications and Estimates (PS&E) for numerous projects throughout Southern California. These include traffic signal plans, traffic control plans, road improvement plans, and signing and striping plans.

Mr. Ma has experience in signal operations and the development, implementation and calibration of coordination timing plans. Mr. Ma has also conducted Engineering and Traffic Surveys (E&TS), traffic signal warrant studies, multiway stop warrant studies, and traffic index (TI) calculations.

Transportation Planning

Mr. Ma has prepared numerous traffic impact studies, queuing studies, and shared parking studies for development projects. Mr. Ma has also participated and provided his traffic knowledge in the development of General Plans/Mobility Plans, Bicycle Master Plans, and Safe Route to School Plans.

Municipal Engineering
Mr. Ma is currently serving the Cities of Lake Forest and Hermosa Beach as consulting Traffic Engineer. He previously served as consulting Traffic Engineer for the City of South Gate. In his role, he has assisted city staff in the development of long-term Capital Improvement Programs (CIPs) as well as the day-to-day activities such as traffic-related requests from residents. Mr. Ma has applied his traffic expertise to provide plan check services, process Encroachment Permits, implement permit parking programs and review private development plans.

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Harrington Geotechnical Engineering, Inc.

CURRICULUM VITAE

Joseph L. Welch, R.C.E., G.E.
1590 North Brian Street
Orange, CA 92867-3406

Phone: 714-637-3093
joe@harringtongeotechnical.com

PROFESSIONAL LICENCES

Registered Geotechnical Engineer (CA #2239)
Registered Civil Engineer (CA #040236)

EDUCATION

MASTERS OF SCIENCE, CIVIL ENGINEERING
George Washington University, Washington DC, 1977

BACHELOR OF SCIENCE, CIVIL ENGINEERING
U.S. Military Academy, West Point, NY, 1966

CAREER OVERVIEW

Mr. Welch is an expert in the field of geotechnical engineering. His 38-year career in civil and geotechnical engineering together with his advanced education has led him to senior responsibilities for large scale construction projects. His duties include acting as the City of Yorba Linda's geotechnical expert responsible for review of geotechnical engineering reports submitted to the City. Mr. Welch is the acting Laboratory Manager for HGEI's AMRL Accredited Geotechnical Engineering Laboratory.

He has overseen large civil engineering projects acting as the geotechnical engineer of record; responsible for project management and geotechnical engineering from the preliminary investigation through review of the civil engineering plan to earthwork design and construction; coordinating with clients, municipalities, review agencies, and contractors; responsible charge of field investigations and laboratory testing programs; in addition to preparation of analysis and technical reports.

His technical skills include Seismic Hazard Evaluation, Hydrology, Settlement Analysis, Pavement Design, Foundation Design, Slope-Stability Analysis, Liquefaction Analysis, and Grading Review.

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4.0 REFERENCES & TESTIMONIALS

In conformance with the RFP, the following client references can attest to KCG's performance on previous projects:

Rudy Emami, PE City of Anaheim Public Works Director (714) 765-5065	Kevin Merrill, PE City of Arcadia City Engineer (626) 574-5411	Mr. Ryan Chapman, PE City of Brea City Engineer (714) 990-7763

Testimonials

"The KCG Team has used a very proactive, collaborative approach to develop an exciting Downtown revitalization design which has been well received by the City management and Council. Their Teams creativity, balanced with an attention to construction details, has been instrumental in building community-wide consensus for the project which will serve to reestablish our downtown and revitalize our community."

Chino Consunji, PE
Director of Public Works
City Engineer
City of West Covina

"The quality of their plans and project deliverables is always excellent. Most importantly, the City appreciates the value Mr. Kreuzer and his team provide us, which is a direct result of the proactive and day to day hands on management approach Mr. Kreuzer brings to all of our projects, large and small. We would highly recommend KCG for your engineering needs."

Natalie Meeks, PE, Director of Public Works, City of Anaheim and National APWA Top 10 Leader of the Year, 2015

"The KCG Team was instrumental in developing the vision for Fiesta District Revitalization Program by working closely with a wide variety of stakeholders to build consensus. They worked effectively and proactively with the contractor, City staff and management, and the Public and other stakeholders to deliver the initial project in the District, a much needed streetscape enhancement of the Southern Avenue Corridor."

Mark Ahlstrom- Deputy City Engineer
City of Mesa, AZ

"The Kreuzer Consulting Group and their team did an excellent job of completing the design on time and under budget for the Arizona Avenue Improvement Project. They exceeded our expectations in overcoming numerous challenges to provide excellent plans for the gateway into downtown Chandler."

Dan Haskins, Project Manager
City of Chandler, AZ

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5.0 FEE SCHEDULE

KREUZER CONSULTING GROUP

Office Personnel:

Typists, Word Processors $50
Technician $75
Design Engineer / CADD $125
Project Engineer $150
Principal / Project Manager $220

Support & Miscellaneous Costs:

Copies – Black & White ..... $0.10/pg.
Copies – Color ..... $0.50/pg.
Plotting – Black & White $2.00/ft²
Plotting – Color $4.00/ft²
Two-Man Survey Party, including Truck and Equipment $215
Three-Man Survey Party, including Truck and Equipment $255

Hartzog & Crabill
Consulting Engineers

Expert Witness/Deposition $300
Litigation Consultation $270
Two-Person Survey Crew $270
Litigation Field Evaluation $245
Principal Consultant $190
Project Manager $185
Registered Land Surveyor $175
Senior Engineer $170
Storm Water Permit Compliance Engineer $160
Associate Engineer $160
Construction Manager $150
Traffic Signal System Supervisor $150
Assistant Engineer $135
Draftsperson $115
Technician $100
Word Processor $85
Clerical $70

Harrington Geotechnical Engineering, Inc.

Principal Engineer / Geologist $207
Senior Engineer / Geologist $161
Supervisor $103
Geotechnical Aide $97
Senior Technician (Soil, Concrete, Asphalt Concrete) $102
Technician (Soil, Concrete, Asphalt Concrete) $97
Special Inspector (Grading) $121
Special Inspector (Building Construction) $97
Draftsperson $79
Administrative Assistant $92

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH
NINYO & MOORE, INC

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **Ninyo & Moore, Inc,** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - Geotechnical Engineering, Geology and Material Testing

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9**, **2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in

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progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently

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and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall

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comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	Ninyo & Moore, Inc 355 South Grand Ave, Suite 2450 Los Angeles, CA 90071 Attn: Garreth Saiki Principal Engineer

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – Ninyo & Moore, Inc

Avram Ninyo
_____
Name

Sign: Avram Ninyo
Title: President

Elaine Autus
_____
Name

Sign: Elaine D. Autus
Title: Assistant Secretary

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference. In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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P04-04552

ninyoandmoore.com

Ninyo & Moore
Geotechnical & Environmental Sciences Consultants
CELEBRATING 35 YEARS

Qualifications to Provide

On-Call Professional Services for City of Gardena

Geotechnical Engineering/Geology and Material Testing

June 13, 2024

Attn: Kevin Kwak

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Ninyo & Moore
Geotechnical & Environmental Sciences Consultants

35+ YEARS

June 13, 2024
Proposal No. P04-04552

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, California 90247
Attn: Mr. Kevin Kwak

Subject: On-Call Professional Services for City of Gardena
Geotechnical Engineering/Geology and Material Testing Services

Dear Mr. Kwak:

Ninyo & Moore Geotechnical and Environmental Sciences Consultants (Ninyo & Moore) appreciates your consideration of our qualifications to provide on-call professional services (**Geotechnical Engineering/Geology and Material Testing**) for the City of Gardena (City). We are providing this submittal in response to the City's Request for Qualifications (RFQ) issued May 9, 2024. Ninyo & Moore specializes in geotechnical engineering, materials testing and hazardous materials testing and monitoring services as part of the wide-range of consulting services that we provide to our clients, and is a respected geotechnical and environmental consultant in California. We are confident that our experience and technical expertise will assist the City in successfully completing future projects, and offer the following advantages:

SPECIALIZED SERVICES AND LICENSED STAFF: Ninyo & Moore, a Minority Business Enterprise (MBE), has been providing materials testing, geotechnical engineering, and environmental consulting services for over 38 years. Our staff of 600 professionals include registered experienced engineers, geologists, scientists, certified asbestos consultants, site surveillance technicians, certified lead assessors, inspectors, certified field and laboratory technicians, regulatory compliance experts, and environmental specialists.

HISTORY OF SUCCESSFULLY PROVIDING SIMILAR SERVICES: Since our inception in 1986, Ninyo & Moore has provided similar geotechnical engineering for many public agencies in southern California through on-call service contracts. We have developed a specific approach for on-call contract management and continually improve our approach to better meet our client's needs. Some of the agencies which we have been awarded on-call contracts include the Cities of Los Angeles, Long Beach, Santa Monica, Culver City, El Monte, Fullerton, Brea, Anaheim, Santa Ana, Yorba Linda, Irvine, Diamond Bar and Fontana.

CREDENTIALED LABORATORY: Ninyo & Moore's fully equipped, in-house testing laboratories offer full-service field and laboratory testing services for construction materials and geotechnical projects. Our laboratories are accredited by the American Association of State Highway and Transportation Officials (AASHTO), Cement and Concrete Reference Laboratory (CCRL), Caltrans, the Division of the State Architect (DSA), the City of Los Angeles, and many other public agencies.

We have read the sample agreement and insurance requirements and do not propose any exceptions to the language. We are in receipt of Addendum No. 1 issued on June 4, 2024. As the contact person who will be authorized to make representations and bind the terms of this proposal for Ninyo & Moore, I will be readily available and can be reached at telephone number 909.758.5960 and/or email at gsaiki@ninyoandmoore.com to answer any questions during your evaluation period.

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We look forward to the opportunity to discuss our capabilities with you personally. Ninyo & Moore appreciates the City's favorable consideration of our proposal.

Sincerely,
NINYO & MOORE



Garreth M. Saiki, PE, GE
Principal Engineer
✉ gsaiki@ninyoandmoore.com
☎ 909.758.5960 ext. 12231
🌎 www.ninyoandmoore.com

GMS/emv

Distribution: (3) hard copies
(1) electronic copy

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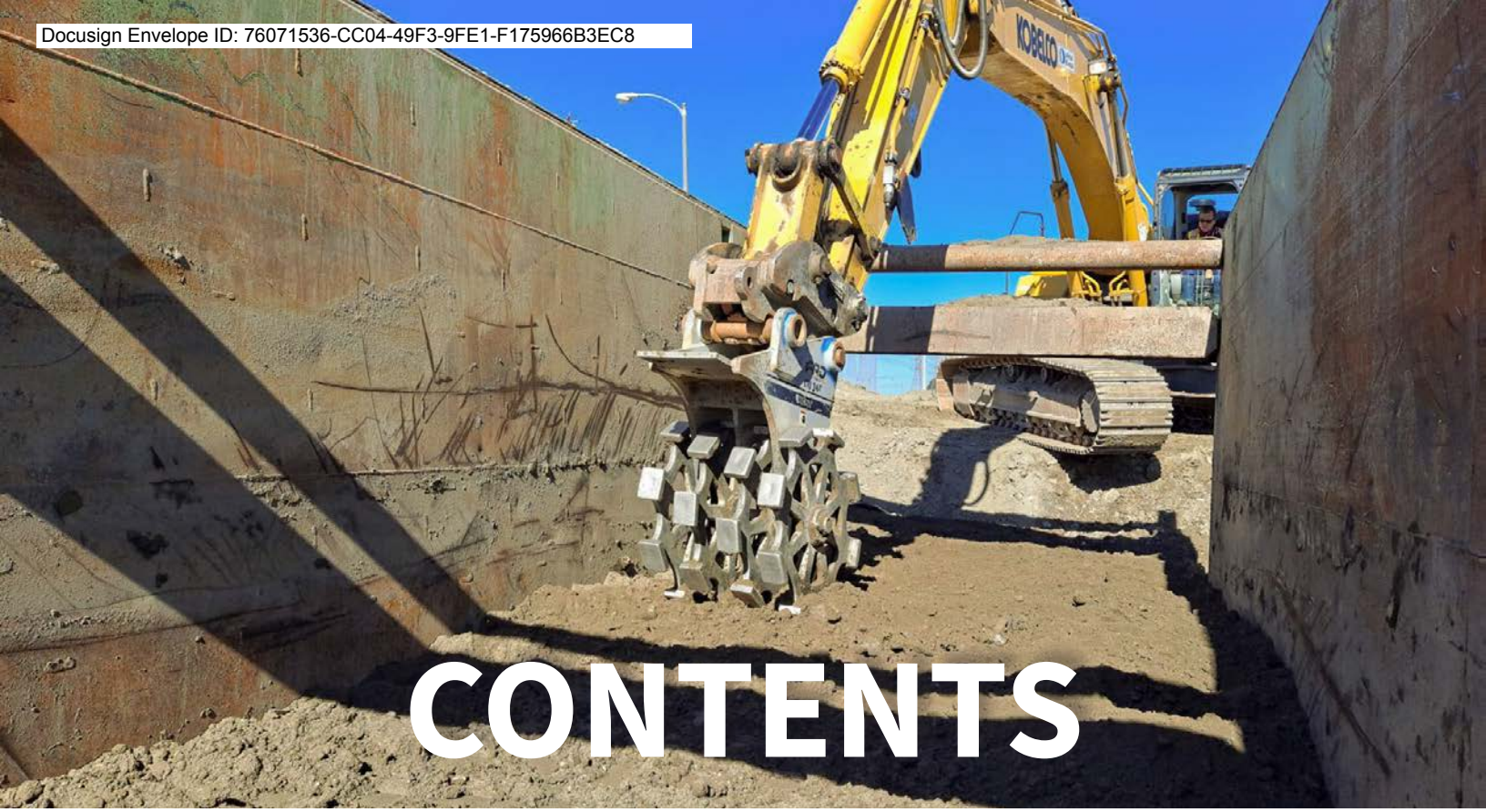

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APPENDIX A
RESUMES OF KEY PERSONNEL





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Minority-Owned Business Enterprise

Ninyo & Moore is an "S" Corporation

33-0269828

www.ninyoandmoore.com

600 Employees firm-wide

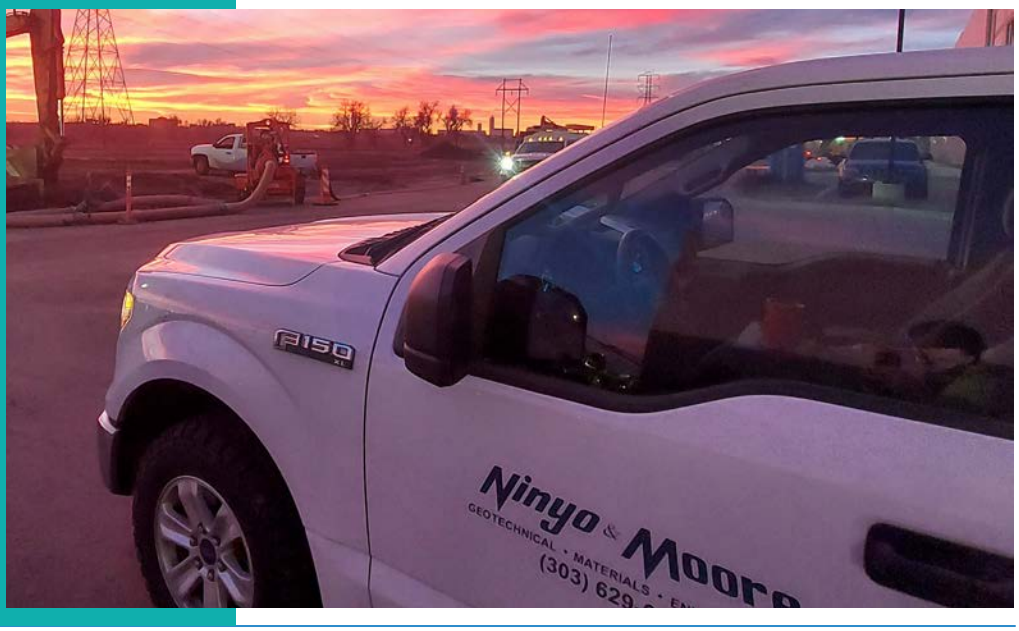
16 Office Locations/ # of Employees

Los Angeles, CA (1)
Irvine, CA (102)
Fontana, CA (32)
Alameda, CA (19)
San Diego, CA (84)
Sacramento, CA (3)
San Jose, CA (46)
San Francisco, CA (1)
Phoenix, AZ (76)
Prescott, AZ (1)
Safford, AZ (1)
Tucson, AZ (34)
Denver, CO (52)
Las Vegas, NV (38)
Houston, TX (54)
Salt Lake City, UT (17)

Ninyo & Moore

Ninyo & Moore Geotechnical and Environmental Sciences Consultants, a California Corporation, was established in 1986 to provide consulting services in geotechnical engineering, construction inspection and testing, engineering geology, hydrogeology, hazardous waste remediation and environmental assessment. Since our inception, we have steadily grown to over 600 professionals in 16 offices throughout the southwestern United States.

Ninyo & Moore has the equipment and trained personnel to perform the required geotechnical, pavement, and materials testing services in-house, in one of our three fully-equipped, certified geotechnical and construction materials laboratory facilities in southern California. Our laboratories are supervised by registered engineers and are certified by the City of Los Angeles, Caltrans, California Division of the State Architect (DSA), American Association of State Highway and Transportation Officials (AASHTO), Cement and Concrete Reference Laboratories (CCRL), the U.S. Army Corps of Engineers, and other regulatory agencies. As part of our laboratory accreditation, we have written quality control procedures for laboratory testing, which includes training and certification of both our laboratory personnel and testing equipment. Laboratory testing for task orders issued under the proposed on-call contract will be performed in our local Irvine and Fontana laboratories.



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Ninyo & Moore has become a specialist in providing on-call services for public agencies. Through the years of providing on-call services, we have developed a management approach that enables us to provide our clients with responsive, efficient, and cost-effective services utilizing master agreement/on-call contracts with specific task order work assignment authorizations. The success of our approach is demonstrated through our long list of successful public agency on-call services contracts and the continued renewal of these contracts. The following table lists some of the public agencies that we have provided on-call services for in the past five years:

Cities	City of Los Angeles City of Long Beach City of Pasadena City of Culver City City of Santa Monica City of Moreno Valley	City of Diamond Bar City of Fontana City of Chino Hills City of Riverside City of Corona City of San Bernardino	City of Brea City of Yorba Linda City of Irvine City of Rancho Santa Margarita City of Anaheim	City of San Diego City of Oceanside City of Chula Vista City of San Francisco City of Oakland City of San Bruno
Counties	County of Los Angeles, Department of Public Works County of Orange County of San Bernardino		County of San Diego County of San Mateo County of San Francisco	
State/Federal Agencies	Caltrans Department of General Services National Park Service Bureau of Land Management		Judicial Council of California, Office of the Courts United States Air Force United States Army Corps of Engineers United States Naval Facilities Engineering Command	
Ports	Port of Long Beach Port of Los Angeles		Port of San Diego Port of Oakland	
Utility Agencies	Inland Empire Utilities Agency Orange County Sanitation District Orange County Water District Metropolitan Water District		South Coast Water District Irvine Ranch Water District Golden State Water District Southern California Edison	
Schools	Moreno Valley Unified School District Capistrano Valley Unified School District Santa Ana Unified School District Fullerton Joint Union High School District Brea Unified School District		Los Angeles Unified School District Long Beach Unified School District Norwalk-La Mirada Unified School District Glendale Unified School District Long Beach Community College District	
Transportation	Metropolitan Transportation Agency Los Angeles World Airports Orange County Transportation Authority		John Wayne Airport San Bernardino Associated Governments Riverside County Transportation Commission	

Problem Resolution

Professionalism and quality are highly respected attributes throughout Ninyo & Moore. The firm's primary goal is the complete and total satisfaction of our clients. Ninyo & Moore believes that this one goal, coupled with our highly qualified and competent personnel, is the key to our firm's success. Ninyo & Moore strives to continually improve the caliber, efficiency and cost effectiveness of our consulting services, and works to meet or exceed each client's expectations and deliver the highest level of quality possible. We support our clients during all phases of the project, whether pre-design, design or construction.



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Ninyo & Moore has quality control programs for all services that facilitate compliance with project performance standards, schedules, and budgets. These comprehensive quality assurance plans utilize management approach manuals that delineate the interrelationship between management and technical staff, and describe specific quality control procedures to be used during the project. The programs address time and budget management, client liaison, field and laboratory data collection, data compilation and analysis, report preparation, job safety, regulatory compliance, and peer and principal review.

One important goal of our quality control program is to produce technical project data of known and acceptable quality on all work assignments. Ninyo & Moore's policy is to maintain professional standards in all aspects of project tasks and management. Quality is achieved through:

- A separate quality assurance group to monitor quality on work assignments with independent corporate oversight.
- A detailed set of proven quality control procedures and protocols to cover all project aspects.
- A centralized document control system that ensures chain-of-custody control and a paper trail for all controlled documents.
- Detailed procedures for auditing, post-auditing, and non-conformance reporting.
- A training program for orienting all personnel on the quality control procedures.
- Involvement of project principals with specialty knowledge and experience. For example, the project principal will be familiar with conventional construction techniques and difficulties associated with various formations and soil conditions.
- Peer review of project documents and ongoing training to provide accurate and complete data.
- Follow-up with clients after project completion by Principal Engineer/President, Avram Ninyo, to gauge client satisfaction and the quality of our work product, and obtain feedback for improvements.

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Ninyo & Moore anticipates performing all the professional geotechnical engineering, geology and material testing services utilizing our in-house professional staff and field and laboratory equipment resources. Our depth of qualified staff and resources allows for successful project management of concurrent task orders. As a Minority Business Enterprise (MBE), Ninyo & Moore is familiar with potential goals of municipalities relative to the utilization of disadvantaged and minority-, woman and disabled veteran-owned business enterprises (D/M/W/DVBE). Ninyo & Moore maintains a comprehensive list of certified D/M/W/DVBE firms and can contact these firms for subcontracting needs, if necessary.

Ninyo & Moore is very familiar with the materials testing services requirements that come from the funding source. An example of this is when Federal funds are part of the project, the materials testing services will need to follow the test frequencies and test methods in the approved Quality Assurance Plan (QAP) and/or Caltrans Local Assistance Procedural Manual (LAPM). This also requires appropriate documentation to be presented on the appropriate forms. We understand that the project file is subject to audits and documentation is very important.



Client Satisfaction

Our primary goal is the complete and total satisfaction of our clients. Ninyo & Moore strives to continually improve the caliber, efficiency and cost effectiveness of our consulting services, and works to meet or exceed each client's expectations and deliver the highest level of quality possible.

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Key Personnel & Experience

Ninyo & Moore recognizes that the success of a project will depend on staff capabilities and effective project management. Given that necessary technical talent and physical resources are committed to the project, good management becomes the most important item for successful completion of the proposed work. In addition, familiarity with our client's needs and requirements are critical in successfully performing our services to meet or exceed our client's expectations. In order to effectively accomplish our goal of successful completion of our services to our client's satisfaction, our project team will be led by our Principal-in-Charge, Mr. Garreth Saiki, and coordinated by our Project Manager, Mr. Rajindra Handapangoda. Both Mr. Saiki and Mr. Handapangoda have extensive experience providing similar services to local agencies. **There are no disciplinary actions against the proposed Ninyo & Moore staff.** As mentioned previously, Ninyo & Moore will not be using subconsultants as the complete scope of services can be covered by in-house personnel. Our proposed key personnel are presented below.

Garreth Saiki, PE, GE | Principal-in Charge Mr. Garreth Saiki, PE, GE, Principal Engineer, will serve as the Principal-in-Charge. As Principal in Charge, Mr. Saiki will be responsible to ensure that Mr. Handapangoda has all the resources necessary to complete task order work assigned to us and that our services meet or exceed our client's expectations. As a Principal Engineer with over 38 years experience, Mr. Saiki coordinates and conducts geotechnical evaluations for commercial, public facilities, and private buildings; performs slope stability analyses, flexible and rigid pavement design, and underground pipeline design; prepares and reviews geotechnical reports; and provides geotechnical design parameters and recommendations for shallow and deep foundations, retaining structures, in-situ ground remediation and earthwork; reviews laboratory results; provides supervision and technical support to staff-level engineers and geologists; performs project administration and management; and provides forensic evaluation of distressed pavement, residential and commercial structures. Mr. Saiki also provides project coordination and oversees scheduling of field activities, supervises field technicians and special inspectors, reviews project plans and specifications, and reviews laboratory test results for conformance with the project documents, including the Uniform Building Code (UBC), California Building Code (CBC), Federal Aviation Administration (FAA), State Department of Transportation (Caltrans), American Association of State Highway and Transportation Officials (AASHTO), and the Standard Specifications for Public Works Construction (Greenbook).

Rajindra Handapangoda PE, GE | Project Manager | Mr. Handapangoda, will serve as Project Manager and will be responsible for planning, coordinating, and conducting the majority of the work requested by the City. He has over 19 years of experience with acquisition, documentation, and dissemination of data related to all phases of geotechnical investigations; assists with compiling and analyzing geotechnical data obtained from both field and office research; assists with technical tasks involving data compilation, calculations, analysis, and design for design projects and/or repair recommendations; coordinates and supervises subsurface drilling activities; conducts investigations of subsurface conditions including site reconnaissance, mapping and logging of exploratory borings; coordinates with support staff consisting of technical illustrators, field and laboratory technicians, and word processors; and prepares correspondence, permit requests, geotechnical reports and other documents. He also manages construction services projects for various sectors, including public works agencies,, public school Districts, college districts, transportation agencies, airports, and private sectors.

Michael Putt, PG, CEG | Technical Advisor/Engineering Geology Mr. Putt is a California licensed Professional Geologist and Certified Engineering Geologist and has over 28 years of experience in engineering geology performing geologic and seismic hazard evaluations, design services, and construction consultations for a variety of large and small projects. He has extensive experience in rough grading for large-scale hillside residential developments in Orange, Riverside, San Bernardino, and Los Angeles Counties as well as experience in geotechnical evaluations for custom homes, residential in-fill projects, commercial and industrial development projects, and infrastructure projects throughout southern California. He supervises geologic staff, provides technical guidance, and authors and reviews geotechnical reports. He also designs geologic exploration programs for complex projects, supervises field exploration work, evaluates soil and rock samples, and analyzes geologic structural problems. Mr. Putt works on geologic and seismic hazard evaluations including assessment of fault rupture potential, probabilistic and deterministic seismic risk, and landslide hazards. He performs investigations of liquefaction, landslides and slope stability.

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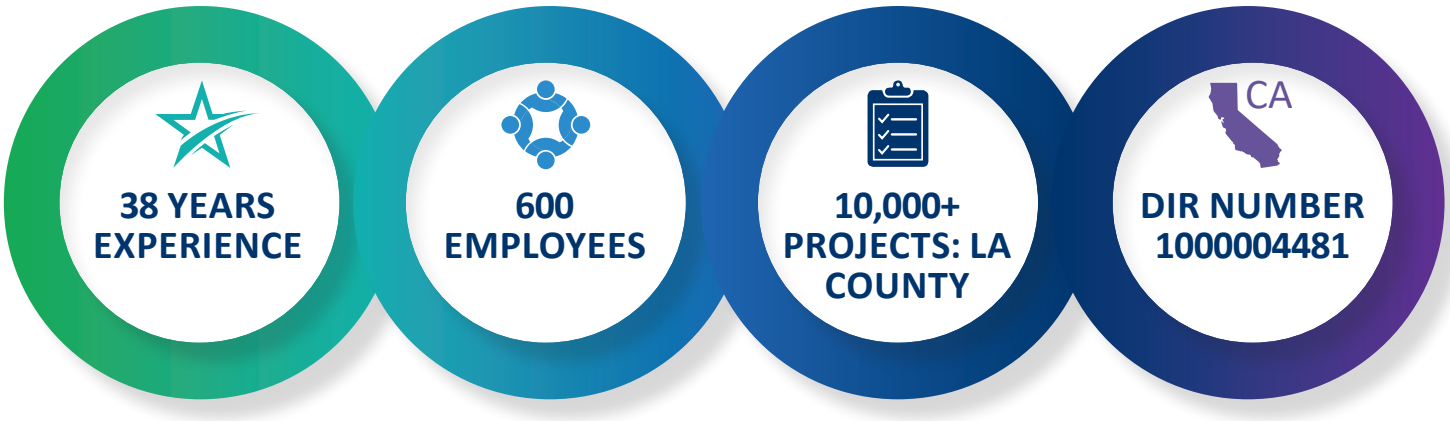
Soumitra Guha, PhD, PE, GE | Technical Advisor/Geotechnical Engineering Dr. Soumitra Guha, PhD, PE, GE, has diverse professional experience in geotechnical engineering design, consulting, construction, and regulatory practice. Dr. Guha provides guidance on various analytical and numerical procedures that are undertaken for a project including seismic hazard analyses (e.g., ground motion, liquefaction, dynamic settlement, lateral spread, ground subsidence, landsliding, etc.), site-specific response spectra analyses, slope stability analyses, analyses of soil settlement, bearing capacity and earth pressures, assessment of adverse effects of collapsible soil and expansive soil, and development of structural foundation, pavement sections and underground pipeline design criteria; provides geotechnical design parameters and recommendations for shallow and deep foundations, temporary and permanent retaining structures, slope stabilization techniques, mechanically stabilized earth (MSE) walls, tieback anchors, soil nails, in-situ ground remediation and earthwork; prepares and reviews geotechnical reports, proposals and transmittals; reviews laboratory test results, project plans and specifications; provides supervision and technical support to project- and staff-level.

Randy Reichert | Technical Advisor/Materials Testing As a Technical Advisor for Ninyo & Moore, Mr. Reichert provides in-depth knowledge in testing methods, inspection, and standards relating to concrete and hot mix asphalt (HMA) production and placement operations. He has extensive experience working on state and interstate highway transportation projects. Randy retains the following certifications: California Test Methods: 105, 106, 125, 201, 202, 205, 206, 207, 211, 213, 214, 217, 226, 227, 229, 234, 235, 304, 308, 309, 367, 370, 382, and 384 and AASHTO Test Methods: T 11, T 27, T 84, T 85, T 96, T 166, T 176, T 209, T 210, T 248, T 255, T 269, T 275, T 304, T 308, T 329, T 335, R 47, R 76, and ASTM D 4791.

Jay Recla | Field Operations Manager Mr. Recla provides quality control of the field technicians and inspection staff, training of new employees and training on new methods and policies. Mr. Recla has 28 years of experience and works closely with our field technicians and inspectors and is thoroughly knowledgeable regarding the standard test methods for all of the tests performed by a field technician and inspector including in-place density, maximum density-optimum moisture relationship, sieve analysis, concrete strength testing, steel reinforcement, concrete and masonry testing; and is thoroughly knowledgeable of special inspections required, including inspection of soils, reinforced concrete, prestressed concrete, and spray-applied fire-proofing, and additional applicable tests. He maintains proper and complete files of field and laboratory data, reports, letters, and other pertinent project data, as well as maintains communication with the Project Manager regarding all aspects of the field operations.

Our key personnel will be supported by a team of qualified professionals. A representation of those individuals is provided on the following pages.



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The strength of Ninyo & Moore lies in the quality, diversity, and technical experience of its key personnel and staff, and in the personal involvement of the principals.

Engineering Staff

Ninyo & Moore has a large staff of licensed professionals available to support task order assignments, including multiple, concurrent assignments from the City. The following table shows a sample of our local professional staff's registrations and years of experience.

Professional Geotechnical Engineering/ Geologic Staff	Education	Registrations/ Certifications	Total Years Exp
Ronald Hallum, PG, CEG	B.S. Geology	PG 4766 (California) CEG 1484 (California)	39
Greg Corson, PE, CEG Principal Geologist	B.S. Geology	CEG 2310 (California) PG 7318 (California)	29
Matthew Harrell, PG, CEG Senior Geologist	B.S. Geology	CEG 2537 (California) PG 8412 (California)	24
Madan Chirumalla, PE, GE Principal Engineer	B.S. Civil Engineering M.S. Civil/Geo Eng.	PE 74186 (California) GE 3047 (California)	19
Bach Tien, PG, CEG Project Geologist	B.S. Geology	PG 9310 (California) CEG 2783 (California)	17
Julianne Padgett, PE, GE Project Engineer	B.S. Civil Engineering M.S. Civil Engineering	PE 84043 (California) GE 3235 (California)	14
Spencer Marcinek, PE, GE Senior Project Engineer	B.S. Civil/Env. Eng. M.S. Geoengineering	PE 82775 (California) GE 3127 (California)	12
Franklin Ruiz, PE Project Engineer	B.S. Civil Engineering	PE 86496 (California)	13
Jonathan Levario, PG Project Geologist	B.S. Geology M.S. Geology	PG 9879 (California)	13
Emily Homan, PG Project Geologist	B.S. Geology M.S. Geology	PG 9882 (California)	7

Technical Staff Companywide



55

PROFESSIONAL/ GEOTECHNICAL ENGINEERS



41

GEOLOGISTS/ ENGINEERING GEOLOGISTS



67

ENVIRONMENTAL SPECIALISTS



240

FIELD TECHNICIANS/ INSPECTORS

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Laboratory Technicians, Field Technicians, and Inspectors

Ninyo & Moore's laboratory and field staff is highly experienced and qualified to provide testing and inspection services for an extensive range of project requirements. Ninyo & Moore's field and laboratory technicians maintain certifications with Caltrans, ACI, ICC, AWS-CWI, DSA, BNSF and OSHA, and possess a working knowledge of the requirements and procedures as specified by these agencies. Below is a sampling of our available field and laboratory technicians that are experienced at providing geotechnical soils and materials testing services and special inspection for construction projects.

Team Member	Role	Registrations/Certifications	Years Exp
Steven Eck	Senior Field Technician	ACI, ICC, LADBS, OSHA, USDOT HAZMat	44
Mohammad Haque	Senior Field Technician	ACI, ICC, LADBS, OSHA, USDOT HAZMat	33
Robert Ritter	Special Inspector	ACI, AWS, ICC	32
Lincoln Linn	Senior Field Technician	ACI, ICC, OSHA, USDOT HAZMat	32
Randy Engel	Senior Field Technician	ACI, BNSF, CALTRANS, USDOT HAZMat	30
Hector Heredia	Senior Laboratory Technician	AASHTO, ACI, CALTRANS	25
Vance Hunter	Senior Field Technician	ACI, CALTRANS, eRailSafe, OSHA, USDOT HAZMat	25
Joe Levario	Senior Field Technician	ACI, BNSF, CALTRANS, eRailSafe, OSHA, USDOT HAZMat	20
Matthew Jacobs	Senior Field Technician	ACI, ICC, LADBS, FRP, OSHA, USDOT HAZMat	18
Ryan Villasenor	Senior Field Technician	ACI, ICC, OSHA, TWIC, USDOT HAZMat	15
Steven Almond	Senior Field Technician	ACI, OSHA, USDOT HAZMat	14
Wilkins Cobian	Senior Field Technician	ACI, BNSF, CALTRANS, USDOT HAZMat	14
Paul Medina	Special Inspector	ACI, ICC, LADBS, OSHA, USDOT HAZMat	11
Kevin Perez	Special Inspector	ACI, AWS, CWI, ICC, OSHA, USDOT HAZMat	5
Alex Tolin	Field Technician	ACI, CALTRANS, USDOT HAZMat	5

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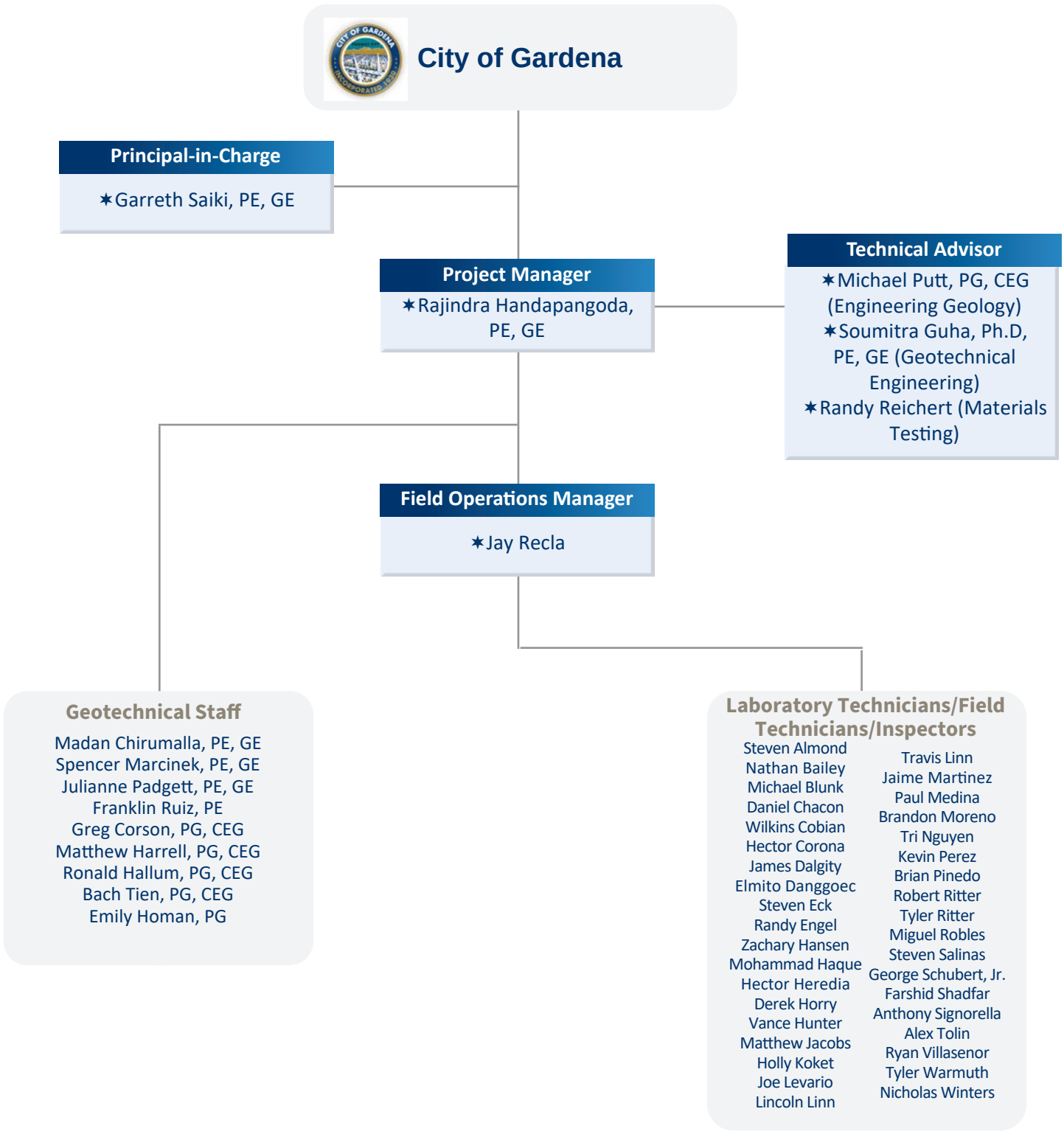
Organization Chart

The proposed Organization Chart indicates the lines of authority, communications, and task leadership responsibilities among the project staff and the City.

✶ Key Personnel



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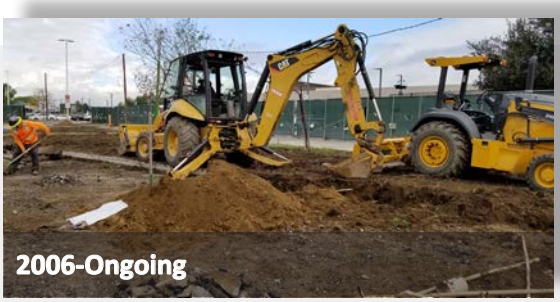
Similar Projects/Services

Ninyo & Moore has become a specialist in providing on-call services for public agencies. Through the years of providing on-call services, we have developed a management approach that enables us to provide our clients with responsive, efficient, and cost-effective services utilizing master agreement/on-call contracts with specific task order work assignment authorizations. The success of our approach is demonstrated through our long list of successful public agency on-call services contracts and the continued renewal of these contracts. The following pages identifies some of the public agencies that we have provided on-call services for in the past five years:

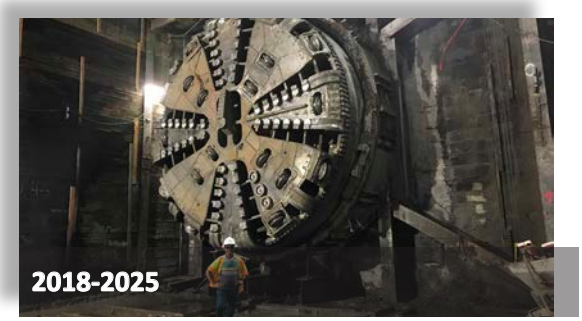
City of Los Angeles
On-Call Geotechnical and Environmental Services

Since 2006, Ninyo & Moore has been providing on-call services to the City of Los Angeles, Department of Public Works, Bureau of Engineering, Geotechnical Division to provide geotechnical and environmental engineering services. We are providing task order-based services on various public works projects throughout the city. Our scope of services includes preparing geotechnical data and investigation reports, as well as construction support services, including geotechnical observation and testing during construction utilizing our City of Los Angeles-certified Deputy Grading Inspectors.



City of Los Angeles
Mr. Patrick Schmidt, Division Mgr. | 213.847.0535 | patrick.schmidt@lacity.org

Team: *Garreth Saiki (PIC), Rajindra Handapangoda (PE), Jay Recla (FOM), Soumitra Guha (PE), Michael Putt (PG)*



LA Metro
Mr. Herman Gallardo, Deputy Executive Officer | 213.922.1385 | gallardoh@metro.net

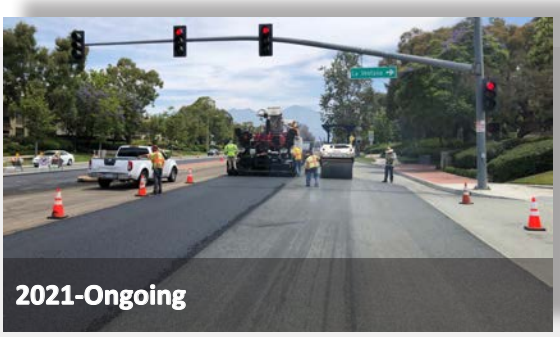
Team: *Garreth Saiki (PIC), Rajindra Handapangoda (PM), Jared Recla (FOM)*

LA Metro/Materials Verification Testing and Inspection Services

Ninyo & Moore was retained to provide materials verification testing and inspection services for various projects located in Los Angeles under Measure R and Measure M's Long Range Transportation Plan for The Los Angeles County Metropolitan Transportation Authority (Metro). The purpose of this contract is to assist Metro to perform oversight testing and verification inspection of work performed by laboratories hired by the construction contractor when the construction contractor performs work under a Design-Build or Design-Bid-Build project delivery methodology.

County of Orange/On-Call Geotechnical and Materials Testing Services

Ninyo & Moore has been providing on-call geotechnical and materials testing services for various Orange County Public Works and Orange County Community Resources construction and reconstruction type projects located throughout Orange County, California. Our geotechnical and materials engineering personnel have worked closely with the Orange County Public Works Department staff in order to assist in them in ensuring that each project is constructed in accordance with the approved documents. Services have included: geotechnical consulting, materials testing, gamma-gamma logging, caltrans testing, roadway skid testing, roadway profilograph testing, deputy welding inspection, and laboratory testing services.



County of Orange Public Works
Mr. Ryan Rose, Eng. Geologist | 714.667.8876 | Ryan.Rose@ocpw.ocgov.com

Team: *Garreth Saiki (PIC), Rajindra Handapangoda (PM), Jay Recla (FOM), Soumitra Guha (PE), Micahel Putt (PG)*

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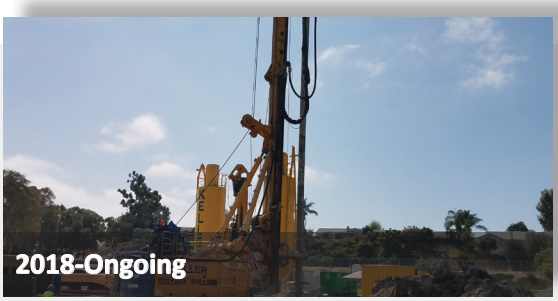
City of Irvine/On-Call Geotechnical, Engineering Geology and Materials Testing Services

Ninyo & Moore is providing on-call geotechnical, engineering geology, and materials testing and deputy inspection services, third-party review services, as well as hazardous materials assessments for various projects (three separate contracts) for the City of Irvine. The projects have included investigations in the City related to soils, grading, slopes, and hydrogeology, including mold and hazardous material content and identification testing, as well as materials testing and Acceptance Testing (AT) and Independent Assurance Sampling and Testing (IAST) services for construction materials (on-site and laboratory testing).



City of Irvine
Mr. Frankie Montoya, Sr. Inspector | 949.724.6000 | fmontoya@cityofirvine.org

Team: *Garreth Saiki (PIC), Rajindra Handapangoda (PM), Soumitra Guha (PE), Michael Putt (PG)*



City of Yorba Linda
Mr. Rick Yee, City Engineer | 714.961.7171 | ryee@yorba-linda.org

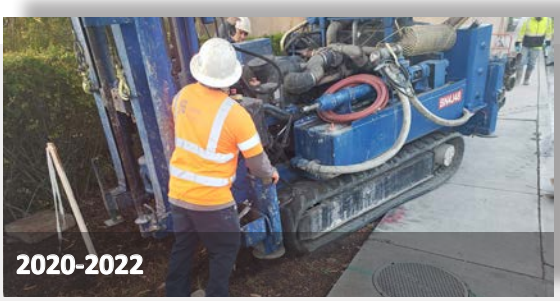
Team: *Garreth Saiki (PIC), Rajindra Handapangoda (PM), Jay Recla (FOM), Soumitra Guha (PE), Michael Putt (PG)*

City of Yorba Linda, On-Call Geotechnical and Materials Testing Services

Ninyo & Moore was retained to provide on-call engineering, geotechnical and materials testing and deputy inspection, as well as environmental consulting services during the various construction and reconstruction type projects located throughout the City of Yorba Linda. Our environmental and geotechnical engineering, as well as field materials testing and deputy inspection personnel have worked closely with the City of Yorba Linda staff in order to assist in them in ensuring that each project is constructed in accordance with the approved documents. Ninyo & Moore's on-call environmental and geotechnical engineering, as well as materials testing and deputy inspection services included project coordination and management, in order to assist the City in maintaining each project's fiscal budget.

City of San Clemente/As-Needed Geotechnical and Materials Testing Services

Ninyo & Moore provided as-needed geotechnical consulting and materials testing services for the on-call with the City of San Clemente. Our services ranged from concrete and masonry special inspection services, field compaction testing consisting of trench backfill, rough grading, finished grading, subgrade and base preparation for new asphalt pavement, and concrete testing in accordance with City and other agency standards. Additionally, we provided geotechnical consulting services for the existing Frontera Lift Station project which included a geotechnical subsurface exploration at an existing lift station consisting of limited access drilling, installation and monitoring of inclinometers, laboratory testing, geotechnical analysis, and mitigation recommendations.



City of San Clemente
Mr. Amir Ilkhanipour | 949.361.6140 | ilkhanipoura@san-clemente.org

Team: *Garreth Saiki (PIC), Rajindra Handapangoda (PM), Michael Putt (PG), Soumitra Guha (PE)*

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References

The following is a list of four (4) current municipal clients for whom comparable services have been performed.



Mr. Patrick Schmidt
City of Los Angeles
1149 S. Broadway St., Suite 120
Los Angeles, CA 90015
☎ (213) 923-6377
✉ patrick.schmidt@lacity.or

Mr. Herman Gallardo
LA Metro
One Gateway Plaza
Los Angeles, CA 90012
☎ (213) 922-1385
✉ gallardoh@metro.net

Mr. Ryan Rose
County of Orange
601 North Ross Street
Santa Ana, CA 92701
☎ (714) 667-8876
✉ Ryan.Rose@ocpw.ocgov.com

Mr. Frankie Montoya
City of Irvine
6427 Oak Canyon, Bldg. 1
Irvine, CA 92623
☎ (949) 724-6000
✉ fmontoya@cityofirvine.org

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Schedule of Fees

Hourly Charges for Personnel

Professional Staff

Principal Engineer/Geologist/Environmental Scientist/Certified Industrial Hygienist	$ 250
Senior Engineer/Geologist/Environmental Scientist	$ 235
Senior Project Engineer/Geologist/Environmental Scientist	$ 220
Project Engineer/Geologist/Environmental Scientist	$ 210
Senior Staff Engineer/Geologist/Environmental Scientist	$ 200
Staff Engineer/Geologist/Environmental Scientist	$ 180
GIS Analyst	$ 160
Technical Illustrator/CAD Operator	$ 140

Field Staff

Certified Asbestos/Lead Technician	$ 220
Field Operations Manager	$ 150
Nondestructive Examination Technician (UT, MT, LP)	$ 145
Supervisory Technician	$ 140
Special Inspector (Concrete, Masonry, Structural Steel, Welding, and Fireproofing)	$ 135
Senior Technician	$ 135
Technician	$ 130

Administrative Staff

Information Specialist	$ 120
Geotechnical/Environmental/Laboratory Assistant	$ 120
Data Processor	$ 95

Other Charges

Concrete Coring Equipment (includes technician)	$ 190/hr
Anchor Load Test Equipment (includes technician)	$ 190/hr
GPR Equipment	$ 180/hr
State of California Prevailing Wage Surcharge	$ 30/hr
Inclinometer	$ 100/hr
Hand Auger Equipment	$ 80/hr
Rebar Locator (Pachometer)	$ 25/hr
Vapor Emission Kit	$ 65/kit
Nuclear Density Gauge	$ 15/hr
X-Ray Fluorescence	$ 70/hr
PID/FID	$ 25/hr
Air Sampling Pump	$ 10/hr
Field Vehicle	$ 15/hr
Expert Witness Testimony	$ 450/hr
Direct Expenses	Cost plus 15 %

Special equipment charges will be provided upon request.

Notes

Our field services, are charged at a 4-hour minimum, and 8-hour minimum for hours exceeding 4 hours. Overtime rates at 1.5 times the regular rates will be charged for work performed in excess of 8 hours in one day Monday through Friday and all day on Saturday. Rates at twice the regular rates will be charged for all work in excess of 12 hours in one day, all day Sunday and on holidays.

Field services that may be subject to prevailing wage in accordance with AB 1768 and Prevailing Wage Determinations, will be subject to a prevailing wage surcharge as shown in our Schedule of Fees. Our rates will be adjusted in conjunction with the increase in the Prevailing Wage Determination during the life of the project, as applicable.

The terms and conditions are included in Ninyo & Moore's Work Authorization and Agreement form.

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Schedule of Fees for Laboratory Testing

SOILS

Atterberg Limits, D 4318, CT 204	$ 170
California Bearing Ratio (CBR), D 1883	$ 550
Chloride and Sulfate Content, CT 417 & CT 422	$ 175
Consolidation, D 2435, CT 219	$ 300
Consolidation, Hydro-Collapse only, D 2435	$ 150
Consolidation – Time Rate, D 2435, CT 219	$ 200
Direct Shear – Remolded, D 3080	$ 350
Direct Shear – Undisturbed, D 3080	$ 300
Durability Index, CT 229	$ 175
Expansion Index, D 4829, IBC 18-3	$ 190
Expansion Potential (Method A), D 4546	$ 170
Geofabric Tensile and Elongation Test, D 4632	$ 200
Hydraulic Conductivity, D 5084	$ 350
Hydrometer Analysis, D 6913, CT 203	$ 220
Moisture, Ash, & Organic Matter of Peat/Organic Soils	$ 120
Moisture Only, D 2216, CT 226	$ 35
Moisture and Density, D 2937	$ 45
Permeability, CH, D 2434, CT 220	$ 300
pH and Resistivity, CT 643	$ 175
Proctor Density D1557, D 698, CT 216, AASHTO T-180	$ 220
Proctor Density with Rock Correction D 1557	$ 340
R-value, D 2844, CT 301	$ 375
Sand Equivalent, D 2419, CT 217	$ 125
Sieve Analysis, D 6913, CT 202	$ 145
Sieve Analysis, 200 Wash, D 1140, CT 202	$ 100
Specific Gravity, D 854	$ 125
Thermal Resistivity (ASTM 5334, IEEE 442)	$ 925
Triaxial Shear, C.D, D 4767, T 297	$ 550
Triaxial Shear, C.U., w/pore pressure, D 4767, T 2297 per pt	$ 450
Triaxial Shear, C.U., w/o pore pressure, D 4767, T 2297 per pt	$ 350
Triaxial Shear, U.U., D 2850	$ 250
Unconfined Compression, D 2166, T 208	$ 180

MASONRY

Brick Absorption, 24-hour submersion, 5-hr boiling, 7-day, C 67	$ 70
Brick Compression Test, C 67	$ 55
Brick Efflorescence, C 67	$ 55
Brick Modulus of Rupture, C 67	$ 50
Brick Moisture as received, C 67	$ 45
Brick Saturation Coefficient, C 67	$ 60
Concrete Block Compression Test, 8x8x16, C 140	$ 70
Concrete Block Conformance Package, C 90	$ 500
Concrete Block Linear Shrinkage, C 426	$ 200
Concrete Block Unit Weight and Absorption, C 140	$ 70
Cores, Compression or Shear Bond, CA Code	$ 70
Masonry Grout, 3x3x6 prism compression, C 39	$ 45
Masonry Mortar, 2x2 cube compression, C 109	$ 35
Masonry Prism, half size, compression, C 1019	$ 120
Masonry Prism, Full size, compression, C 1019	$ 200

REINFORCING AND STRUCTURAL STEEL

Chemical Analysis, A 36, A 615	$ 135
Fireproofing Density Test, UBC 7-6	$ 90
Hardness Test, Rockwell, A 370	$ 80
High Strength Bolt, Nut & Washer Conformance, per assembly, A 325	$ 150
Mechanically Spliced Reinforcing Tensile Test, ACI	$ 175
Pre-Stress Strand (7 wire), A 416	$ 170
Reinforcing Tensile or Bend up to No. 11, A 615 & A 706	$ 75
Structural Steel Tensile Test: Up to 200,000 lbs., A 370	$ 90
Welded Reinforcing Tensile Test: Up to No. 11 bars, ACI	$ 80

CONCRETE

Compression Tests, 6x12 Cylinder, C 39	$ 35
Concrete Mix Design Review, Job Spec	$ 300
Concrete Mix Design, per Trial Batch, 6 cylinder, ACI	$ 850
Concrete Cores, Compression (excludes sampling), C 42	$ 120
Drying Shrinkage, C 157	$ 400
Flexural Test, C 78	$ 85
Flexural Test, C 293	$ 85
Flexural Test, CT 523	$ 95
Gunite/Shotcrete, Panels, 3 cut cores per panel and test, ACI	$ 275
Lightweight Concrete Fill, Compression, C 495	$ 80
Petrographic Analysis, C 856	$ 2,000
Restrained Expansion of Shrinkage Compensation	$ 450
Splitting Tensile Strength, C 496	$ 100
3x6 Grout, (CLSM), C 39	$ 55
2x2x2 Non-Shrink Grout, C 109	$ 55

ASPHALT

Air Voids, T 269	$ 85
Asphalt Mix Design, Caltrans (incl. Aggregate Quality)	$ 4,500
Asphalt Mix Design Review, Job Spec	$ 180
Dust Proportioning, CT LP-4	$ 85
Extraction, % Asphalt, including Gradation, D 2172, CT 382	$ 250
Extraction, % Asphalt without Gradation, D 2172, CT 382	$ 150
Film Stripping, CT 302	$ 120
Hveem Stability and Unit Weight D 1560, T 246, CT 366	$ 225
Marshall Stability, Flow and Unit Weight, T 245	$ 240
Maximum Theoretical Unit Weight, D 2041, CT 309	$ 150
Moisture Content, CT 370	$ 95
Moisture Susceptibility and Tensile Stress Ratio, T 238, CT 371	$ 1,000
Slurry Wet Track Abrasion, D 3910	$ 150
Superpave, Asphalt Mix Verification (incl. Aggregate Quality)	$ 4,900
Superpave, Gyratory Unit Wt., T 312	$ 100
Superpave, Hamburg Wheel, 20,000 passes, T 324	$ 1,000
Unit Weight sample or core, D 2726, CT 308	$ 100
Voids in Mineral Aggregate, (VMA) CT LP-2	$ 90
Voids filled with Asphalt, (VFA) CT LP-3	$ 90
Wax Density, D 1188	$ 140

AGGREGATES

Clay Lumps and Friable Particles, C 142	$ 180
Cleanness Value, CT 227	$ 180
Crushed Particles, CT 205	$ 175
Durability, Coarse or Fine, CT 229	$ 205
Fine Aggregate Angularity, ASTM C 1252, T 304, CT 234	$ 180
Flat and Elongated Particle, D 4791	$ 220
Lightweight Particles, C 123	$ 180
Los Angeles Abrasion, C 131 or C 535	$ 200
Material Finer than No. 200 Sieve by Washing, C 117	$ 90
Organic Impurities, C 40	$ 90
Potential Alkali Reactivity, Mortar Bar Method, Coarse, C 1260	$ 1,250
Potential Alkali Reactivity, Mortar Bar Method, Fine, C 1260	$ 950
Potential Reactivity of Aggregate (Chemical Method), C 289	$ 475
Sand Equivalent, T 176, CT 217	$ 125
Sieve Analysis, Coarse Aggregate, T 27, C 136	$ 120
Sieve Analysis, Fine Aggregate (including wash), T 27, C 136	$ 145
Sodium Sulfate Soundness, C 88	$ 450
Specific Gravity and Absorption, Coarse, C 127, CT 206	$ 115
Specific Gravity and Absorption, Fine, C 128, CT 207	$ 175

ROOFING

Roofing Tile Absorption, (set of 5), C 67	$ 250
Roofing Tile Strength Test, (set of 5), C 67	$ 250

Special preparation of standard test specimens will be charged at the technician's hourly rate.
Ninyo & Moore is accredited to perform the AASHTO equivalent of many ASTM test procedures.

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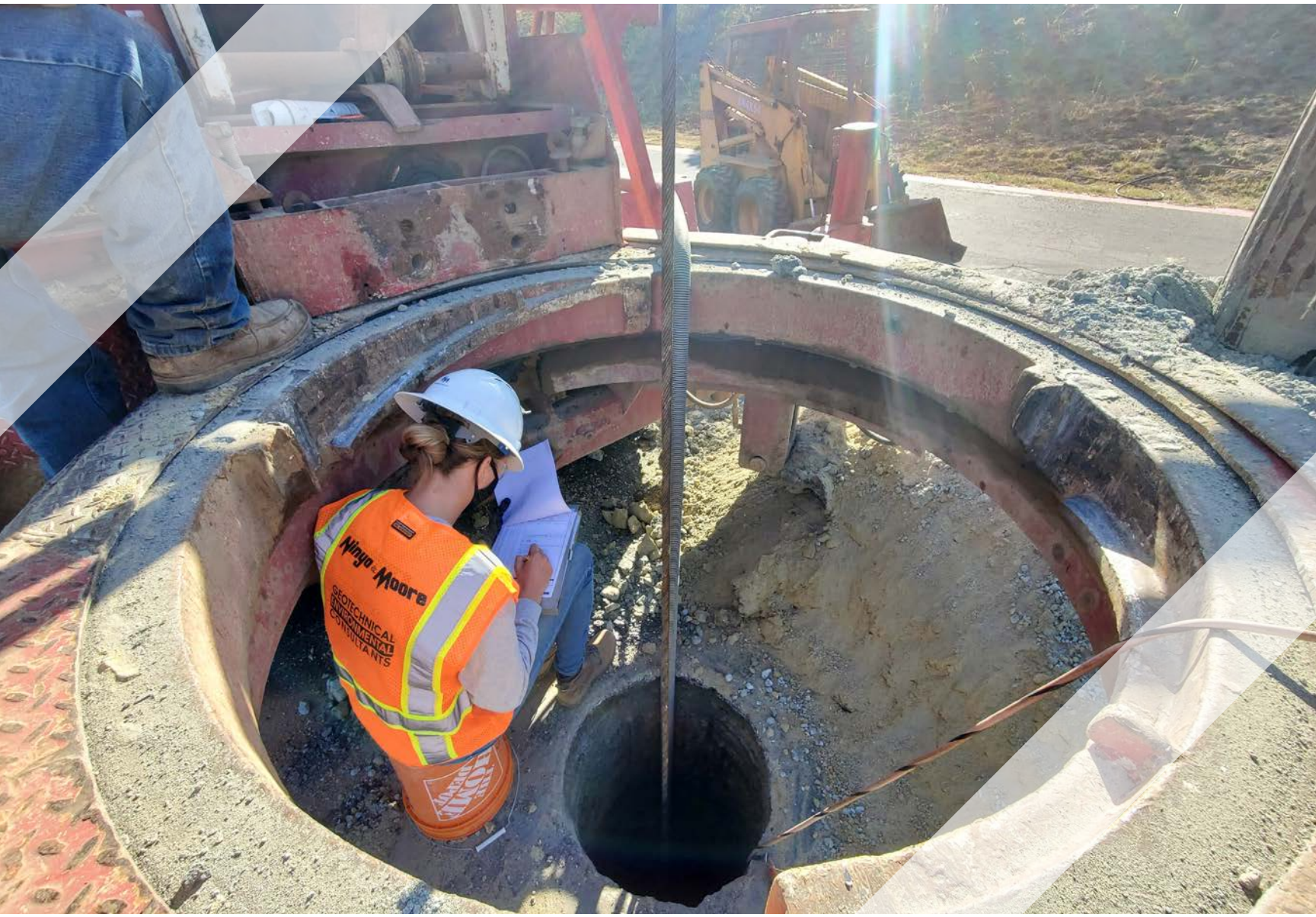
Appendix A



Resumes of Key Personnel

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Garreth Saiki,

PE, GE

Principal-in-Charge

As a Principal Engineer for Ninyo & Moore, Mr. Saiki coordinates and conducts geotechnical evaluations for residential, commercial, and public facilities, including water infrastructure, highways, railroads, airports, public and private buildings, and bridges; performs slope stability analyses, flexible and rigid pavement design, and underground pipeline design; prepares and reviews geotechnical reports; and provides geotechnical design parameters and recommendations for shallow and deep foundations, retaining structures, in-situ ground remediation and earthwork; reviews laboratory results, project plans and specifications; Mr. Saiki also provides project coordination and oversees scheduling of field activities, supervises staff-level geologists and engineers, supervises field technicians and special inspectors, reviews project plans and specifications, and reviews laboratory test results for conformance with the project documents, including the Uniform Building Code (UBC), California Building Code (CBC), Federal Aviation Administration (FAA), State Department of Transportation (Caltrans), American Association of State Highway and Transportation Officials (AASHTO), and the Standard Specifications for Public Works Construction (Greenbook).

EXPERIENCE

26 Years with N&M
38 Years Total

EDUCATION

MBA, 1998, University of California Davis
M.S., Geotechnical Engineering, 1989, University of California Berkeley
B.S., Civil Engineering, 1987, University of California Berkeley

REGISTRATIONS

PE 49665 (California)
GE 2509 (California)
Nuclear Gauge Operator Certification

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers

PROJECT EXPERIENCE

- **City of Gardena, Community Aquatic Center and Senior Center**
- **City of Los Angeles, On-Call Geotechnical & Environmental Services**
- **METRO, On-Call Material Testing Verification**
- **City of Irvine, On-Call Geotechnical, Engineering Geology and Materials Testing Services**
- **City of Fontana, On-Call Geotechnical Services**
- **City of Fontana, Pavement Section Analysis And Recommendation Project**
- **City of Rancho Cucamonga, On-Call Geotechnical Engineering Services**
- **City Of Victorville, On-Call Geotechnical And Engineering Testing Services**
- **County Of San Bernardino, On-Call Professional Engineering Services**
- **County of San Bernardino, On-Call Professional Services, Geotechnical Materials Testing And Special Inspections**
- **City of Fullerton, On-Call Geotechnical Engineering And Testing Services**
- **City of Anaheim, On-Call Materials Testing, Deputy Inspection & Environmental Engineering**
- **City of Fountain Valley, On-Call Material City of Testing Services**
- **Orange County Public Works, On-Call Construction Testing & Inspection Services**

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EXPERIENCE

18 Years with N&M
20 Years Total

EDUCATION

B.S., Civil & Environmental Engineering, 2005, University of California, Los Angeles

M.S., Geotechnical & Earthquake Engineering, 2006, University of California, Los Angeles

REGISTRATIONS

PE 73171 (California)
GE 2998 (California)

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers

Rajindra Handapangoda,

PE, GE

Project Manager

As Project Manager, Mr. Rajindra Handapangoda, PE, GE, oversees and manages geotechnical engineering and materials testing and inspection services for various construction services projects including public works agencies, public school districts, college districts, transportation agencies, airports, and private sectors. He provides project coordination and work scheduling, technical support including review of project plans and specifications, schedules, and distribution of test reports. He assists with acquisition, documentation, and dissemination of data related to all phases of geotechnical investigations; assists with compiling and analyzing geotechnical data obtained from both field and office research; assists with technical tasks involving data compilation, calculations, analysis, and design for design projects and/or repair recommendations; coordinates and supervises subsurface drilling activities; conducts investigations of subsurface conditions including site reconnaissance, mapping and logging of exploratory borings; coordinates with support staff consisting of technical illustrators, field and laboratory technicians, and word processors; and prepares correspondence, permit requests, geotechnical reports and other documents.

PROJECT EXPERIENCE

- **City of Los Angeles, On-Call Geotechnical & Environmental Services**
- **METRO, On-Call Material Testing Verification**
- **County of Los Angeles, As-Needed Geotechnical & Material Testing**
- **City of Long Beach, On-Call Geotechnical and Materials Testing Services**
- **City of Fontana, Citrus Avenue From Santa Ana Avenue To Slover Avenue**
- **City of Fontana, Pacific Electric Trail At Maple Avenue**
- **City of Fontana, Downtown Parking Structure**
- **City of Ontario, On-Call Material Testing and Geotechnical Engineering Services**
- **City of La Habra, On-Call Services**
- **City of Brea, On-Call Construction Materials and Soils Testing Services**
- **Riverside Transit Agency, On-Call Material Testing and Inspection**
- **Orange County Sanitation District, On-Call Materials Testing, Inspection and Other Geotechnical Testing Services**
- **John Wayne Airport, On-Call Geotechnical, Materials & Inspection Services**
- **City of Fullerton, On-Call Geotechnical Engineering and Testing Services**

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Michael Putt,

PG, CEG

Technical Advisor

Mr. Reichert is a Project Manager and Technical Advisor for Ninyo & Moore with in-depth knowledge of mix design development, testing methods, inspection and standards relating to Portland cement concrete (PCC), hot mix asphalt (HMA) pavement production, and placement operations. Randy has extensive experience on state and interstate highway transportation projects. Mr. Reichert is very knowledgeable with all facets of construction of HMA and concrete pavements, slurry seal and polyester concrete maintenance treatments from mix design development, production and placement operations. He has extensive experience monitoring HMA and concrete pavement, slurry seal, and polyester concrete placement operations and ensuring that items inspected and tested comply with the project plans and specifications. Mr. Reichert also has extensive experience in auditing and certifying production plants for State certification. He was also recognized for his expertise throughout the State of California for his knowledge of construction material production plants. Randy has provided "trouble shooting", expert opinion, documentation, and guidance to clients that have project claims or disputes regarding HMA and/or PCC materials.

EXPERIENCE

15 Years with Firm
27 Years Total

EDUCATION

B.S., Geology, 1997, California State University, Fullerton

Applied Rock Slope Engineering Short Course, 2006, Association of Engineering Geologists, California

REGISTRATIONS

PG 7581 (California)

CEG 2341 (California)

Radiological Safety and Gauge Use Certification, 1997

PROFESSIONAL AFFILIATIONS

South Coast Geological Society

PROJECT EXPERIENCE

- **Orange County Sanitation District, On-Call Materials Testing, Inspection and Other Geotechnical Testing Services**
- **City of Los Angeles, On-Call Geotechnical & Environmental Services**
- **City of Irvine, On-Call Geotechnical, Engineering Geology and Materials Testing Services**
- **City of Yorba Linda, On-Call Geotechnical and Materials Testing Services**
- **City of Santa Monica, On-Call Geotechnical Services**
- **City of Rancho Santa Margarita, Plan Review/On-Call Geotechnical Services**
- **County of Los Angeles, As-Needed Geotechnical & Material Testing**
- **City of Long Beach, On-Call Geotechnical and Materials Testing Services**
- **City of San Clemente, As-Needed Geotechnical and Materials Testing Services**

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Soumitra Guha,

PhD, PE, GE

Technical Advisor

Dr. Guha has diverse professional experience in geotechnical engineering design, consulting, construction, and regulatory practice. Dr. Guha provides guidance on various analytical and numerical procedures that are undertaken for a project including seismic hazard analyses (e.g., ground motion, liquefaction, dynamic settlement, lateral spread, ground subsidence, landsliding, etc.), site-specific response spectra analyses, slope stability analyses, analyses of soil settlement, bearing capacity and earth pressures, assessment of adverse effects of collapsible soil and expansive soil, and development of structural foundation, pavement sections and underground pipeline design criteria; provides geotechnical design parameters and recommendations for shallow and deep foundations, temporary and permanent retaining structures, slope stabilization techniques, mechanically stabilized earth (MSE) walls, tieback anchors, soil nails, in-situ ground remediation and earthwork; prepares and reviews geotechnical reports, proposals and transmittals; reviews laboratory test results, project plans and specifications; provides supervision and technical support to project- and staff-level engineers and geologists; conducts quality assurance/quality checks, and performs project administration and management.

EXPERIENCE

22 Years with Firm
33 Years Total

EDUCATION

Ph.D., Geotechnical Engineering, 1995, Purdue University

M. Eng., Geotechnical Engineering, 1991, Asian Institute of Technology

B. Eng., Civil Engineering, 1987, Indian Institute of Engineering Science and Technology, Shibpur

REGISTRATIONS

PE 58967 (California)

GE 2632 (California)

OSHA 40-hour Health and Safety Training

PROFESSIONAL AFFILIATIONS

American Society for Civil Engineers

American Society for Testing and Materials

American Society of Military Engineers

Southeast Asian Geotechnical Society

PROJECT EXPERIENCE

- **Orange County Sanitation District, On-Call Materials Testing, Inspection and Other Geotechnical Testing Services**
- **City of Los Angeles, On-Call Geotechnical & Environmental Services**
- **City of Irvine, On-Call Geotechnical, Engineering Geology and Materials Testing Services**
- **City of Santa Monica, On-Call Geotechnical Services**
- **City of Rancho Santa Margarita, Plan Review/On-Call Geotechnical Services**
- **County of Los Angeles, As-Needed Geotechnical & Material Testing**
- **City of Long Beach, On-Call Geotechnical and Materials Testing Services**
- **City of Yorba Linda, On-Call Geotechnical and Materials Testing Services**
- **City of Jurupa Valley, Plan Review Services**
- **City of San Clemente, As-Needed Geotechnical and Materials Testing Services**

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Randy Reichert,
Technical Advisor

Mr. Reichert is a Project Manager and Technical Advisor for Ninyo & Moore with in-depth knowledge of mix design development, testing methods, inspection and standards relating to Portland cement concrete (PCC), hot mix asphalt (HMA) pavement production, and placement operations. Randy has extensive experience on state and interstate highway transportation projects. Mr. Reichert is very knowledgeable with all facets of construction of HMA and concrete pavements, slurry seal and polyester concrete maintenance treatments from mix design development, production and placement operations. He has extensive experience monitoring HMA and concrete pavement, slurry seal, and polyester concrete placement operations and ensuring that items inspected and tested comply with the project plans and specifications. Mr. Reichert also has extensive experience in auditing and certifying production plants for State certification. He was also recognized for his expertise throughout the State of California for his knowledge of construction material production plants. Randy has provided "trouble shooting", expert opinion, documentation, and guidance to clients that have project claims or disputes regarding HMA and/or PCC materials.

EXPERIENCE

3 Years with Firm
33 Years Total

EDUCATION

A.A. Degree/Mechanical Design, Balin Institute of Technology, Anaheim, CA

General Education & Mathematics, Rancho Santiago College, Santa Ana, CA

General Education & Diesel Mechanics, Golden West College, Huntington Beach, CA

REGISTRATIONS/ CERTIFICATIONS

California Test Methods: 105, 106, 125, 201, 202, 205, 206, 207, 211, 213, 214, 217, 226, 227, 229, 234, 235, 304, 308, 309, 367, 370, 382, and 384

AASHTO Test Methods: T 11, T 27, T 84, T 85, T 96, T 166, T 176, T 209, T 210, T 248, T 255, T 269, T 275, T 304, T 308, T 329, T 335, R 47, R 76, and ASTM D 4791

Radiation Safety Nuclear Gauge

PROJECT EXPERIENCE

- **California Department of Transportation, District 12, Job Mix Formula Reviews (Hot Mix Asphalt) & Mix Design Reviews (Concrete)**
- **City of Hawthorne, On-Call Materials Testing Services**
- **City of Montclair, On-Call Geotechnical, Testing & Inspection Services**
- **City of Fontana Valley Boulevard Sewer Project**
- **City of Rancho Cucamonga, FY 2021/2022 Local Street Pavement Rehabilitation - Slurry Seal**
- **Rancho Cucamonga, FY 2021/2022 Local Street Pavement Rehabilitation - Overlay Of Various Streets**
- **City of Moreno Valley, On-Call Professional Consultant Services**
- **City of La Habra, On-Call Geotechnical Services**
- **City of La Mirada, On-Call Geotechnical & Inspection Services**
- **City of Anaheim, On-Call Materials Testing, Deputy Inspection & Environmental Engineering**
- **City of Santa Ana, On-Call Geotechnical Engineering Services**
- **City of Fountain Valley, On-Call Materials Testing Services**
- **Orange County Public Works, On-Call Laboratory Materials Testing Services**

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Jared Recla,

Field Operations Manager

As a Principal Engineer for Ninyo & Moore, Mr. Saiki coordinates and conducts geotechnical evaluations for residential, commercial, and public facilities, including water infrastructure, highways, railroads, airports, public and private buildings, and bridges; performs slope stability analyses, flexible and rigid pavement design, and underground pipeline design; prepares and reviews geotechnical reports; and provides geotechnical design parameters and recommendations for shallow and deep foundations, retaining structures, in-situ ground remediation and earthwork; reviews laboratory results, project plans and specifications; Mr. Saiki also provides project coordination and oversees scheduling of field activities, supervises staff-level geologists and engineers, supervises field technicians and special inspectors, reviews project plans and specifications, and reviews laboratory test results for conformance with the project documents, including the Uniform Building Code (UBC), California Building Code (CBC), Federal Aviation Administration (FAA), State Department of Transportation (Caltrans), American Association of State Highway and Transportation Officials (AASHTO), and the Standard Specifications for Public Works Construction (Greenbook).

EXPERIENCE

28 Years with N&M
28 Years Total

REGISTRATIONS/ CERTIFICATIONS

ACI Field Testing Technician Grade I
Caltrans Batch Plant
Caltrans Beams
Caltrans Concrete
Caltrans Soils
City of Irvine Asphalt
FAA License, No. 4096119
Fiber Reinforced Polymer FRP Inspector
FRP Qualified Inspector
Radiation (Nuclear Gauge) User Safety
Transportation Worker Identification Credential (TWIC)
USDOT Hazmat

PROJECT EXPERIENCE

- **City of Gardena, Community Aquatic Center and Senior Center**
- **METRO, On-Call Material Testing Verification**
- **County of Los Angeles, As-Needed Materials Testing, Pavement Mix Design and Inspection Services**
- **City of Hawthorne, On-Call Materials Testing Services**
- **City of Long Beach, On-Call Materials Testing and Inspection**
- **City of Pasadena, As-Needed Testing Services**
- **Port of Long Beach, On-Call Materials Testing**
- **City of Fontana/#22300679/Downtown Parking Structure**
- **City of Fontana Valley Boulevard Sewer Project**
- **City of La Habra, On-Call Materials Testing Services**
- **City of Irvine, Orange County Great Park, On-Call Services**
- **John Wayne, On-Call Testing & Inspection Services**
- **Orange County Public Works, On-Call Laboratory Materials Testing Services**
- **Orange County Sanitation District, On-Call Materials Testing**

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Ninyo & Moore
Geotechnical & Environmental Sciences Consultants

355 South Grand Ave., Suite 2450 | Los Angeles, California 90071 | p. 213.488.5111 | f. 213.995.9994

ARIZONA | CALIFORNIA | COLORADO | NEVADA | TEXAS | UTAH

ninyoandmoore.com

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH NV5, Inc

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **NV5, Inc,** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - General Civil Engineering Design
      - Geotechnical Engineering, Geology and Material Testing

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9**, **2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in

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progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently

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and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall

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comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	NV5, Inc 133 Technology Drive, Suite 200 Irvine, CA 92618 Attn: Jeffrey Cooper Executive Vice President/Chief Operating Officer

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

Tasha Cerda, Mayor

ATTEST:

Mina Semenza, City Clerk

APPROVED AS TO FORM:

Carmen Vasquez, City Attorney

CONSULTANT – NV5, Inc

Jeffrey Cooper
Name

Sign: Jeffrey Cooper
Title: Executive Vice President, COO

MaryJo O'Brien
Name

Sign:
Title: Secretary

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference. In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:
City of Gardena
1700 West 162nd Street
Gardena, California 90247
Attn: Allan Rigg
Director of Public Works

To Consultant:
XYZ
Address
XXXX, CA #####
Attn: Name
Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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NV5

PROPOSAL

Submitted by NV5, Inc.
133 Technology Drive, Suite 200, Irvine, CA 92618

City of Gardena

On-Call Professional Services — General Civil Engineering Design

June 13, 2024

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CLIENT TESTIMONIAL

"NV5 has been awarded numerous transportation improvement projects to include road rehabilitation/ reconstruction, bridge rehabilitation, ADA ramps, signing and striping, and traffic signal improvements through the County's existing on-call consultant contract for professional design and environmental services. NV5 has been a great consultant for County Public Works, to include, but not limited to, a high level of responsiveness, preparation of quality Plans, Specs, and Estimates, and continued willingness to meet and exceed County's needs and expectations."

— Thomas A. Bustamonte, P.E., Supervising Engineer, Department of Public Works, County of San Bernardino

CLIENT TESTIMONIAL

"The NV5 staff is knowledgeable, courteous, and friendly and they truly care about their projects and the services they provide. From Engineering Design to Inspection to Plan Check Services, the NV5 team can do it all, and we can always rely on them to deliver a quality product on time and within budget. Currently, they are assisting us with assessment district planning, plan checking, construction inspection and other general engineering services. I highly recommend NV5 for your professional and engineering consulting needs."

— Matthew Sinacori, Director of Public Works/City Engineer, City of Dana Point

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PN: P27524-0004370.00

June 13, 2024

City of Gardena
Attn: Kevin Kwak, Assistant Public Works Director
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778

SUBJECT: On-Call Professional Services — General Civil Engineering Design

Dear Mr. Kwak,

NV5, Inc. is excited to have the opportunity to provide On-Call General Civil Engineering Services to the City of Gardena (City). Our team has the technical knowledge and experience to deliver your projects in the most cost-efficient and cost-effective manner. NV5's strengths include the following:

Current Partnership: Our experience and strong existing relationship with the City give us the ability to continue providing professional engineering services for your capital improvement projects. We operate with a working knowledge of your staff, processes and environment, enabling us to provide outstanding cost- and time-efficient services. Specifically, we have provided On-Call Civil Engineering Design Services to the City and Assessment Engineering Services for the Gardena Artesia Boulevard Landscape Assessment District and the Consolidated Street Lighting Assessment District.

Relevant Experience: Our team brings extensive engineering and design experience and is thoroughly familiar with local, state, and federal procedures. Our team has a portfolio of successfully completed public works projects throughout Southern California, including several small- and large-scale public works improvement projects in the area such as Compton, Santa Fe Springs, Redondo Beach, Torrance, Hermosa Beach, Manhattan Beach, Inglewood, and several others. Because of our previous experience in the area, there is no learning curve when we work on your projects.

Proposed Team: NV5 offers the City a team of dedicated professionals with proven capability and expertise. We are proposing **David Niknafs, PE**, as Project Manager. Mr. Niknafs has managed and directed similar on-call professional services throughout the region and has more than 30 years of civil design engineering experience with a focus on capital improvement projects. Additionally, Mr. Niknafs has previously served as Project Manager for the City's 2017 Pavement Management Program (PMP) Update project. Mr. Niknafs will be joined by a team of seasoned professionals who will seamlessly integrate with the City's team.

In-House Services: In addition to providing On-Call Engineering Design Services, NV5 offers in-house construction management and inspection services, materials testing and special inspection, environmental services and many other professional services the City may need at a moment's notice. NV5 has a deep bench of more than 4,000 professionals who can be made available to the City, and we will provide the personnel with the most relevant experience on a per project or task order basis.

Addendum Acknowledgment: We have received Addendum No. 1 dated June 4, 2024.

No Disciplinary Actions: There are no disciplinary actions against any of the licensed professionals or personnel listed in this statement of qualifications.

City's Professional Services Agreement and Insurance Requirements: NV5 does not have any exceptions to the City's standard Professional Services Agreement or Insurance Requirements.

Proposal Authorization and Validity: This proposal has been signed by **Jeffrey M. Cooper, PE**, a company officer authorized to bind the firm.

NV5 looks forward to the opportunity to work with the City and help you achieve your goals and objectives. If you need further information, we may be reached by phone at (949) 585-0477, or electronically at david.niknafs@nv5.com and jeff.cooper@nv5.com. Thank you for your time and consideration.

Sincerely,
NV5

David Niknafs, PE
Director of Transportation

Jeffrey M. Cooper, PE
EVP, Chief Operating Officer

COMPANY INFORMATION/CONTACT
Name: NV5, Inc.
Address: 133 Technology Drive, Suite 200, Irvine, CA 92618
Telephone Number: (949) 585-0477
Email of Contact: jeff.cooper@nv5.com

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Firm Profile

NV5, Inc. has been providing engineering and consulting services to public and private sectors for more than 70 years, delivering solutions through six business verticals: Testing, Inspection and Consulting; Infrastructure; Utility Services; Environmental Health Sciences; Buildings and Program Management; and Geospatial Technology. With more than 100 offices nationwide and abroad, NV5 has access to over 4,000 employees in a variety of fields who help clients plan, design, build, test, certify and operate projects that improve the communities where we live and work.

Our Irvine office specializes in the engineering design, construction management and inspection of capital improvement projects, including: streets, traffic systems, water and wastewater systems, drainage and flood control, parks and recreational facilities, vertical construction, and landscaping and grading. Our team includes licensed civil engineers, surveyors, traffic engineers, and geotechnical engineers, construction managers, certified inspectors and experienced public works professionals. All team members have extensive experience working within the structure of municipal government and public construction policy and will seamlessly integrate with the City's team.

Key Services

The successful delivery of our products and services has resulted in repeat clients for a broad range of municipal projects. Our key services include:



We maintain an extensive history of working with various local agencies. Throughout the course of completing myriad public works capital improvement projects, our team has demonstrated an unparalleled ability to work well with local agency staff, project stakeholders, engineers and contractors. We have successfully delivered projects in a timely and cost-effective manner, and we have acquired a keen understanding of local agency requirements, a critical element in the facilitation and resolution of project issues. We are excited about the opportunity to continue to serve the City and are committed to maintaining effective working relationships with your staff, relevant government agencies and project stakeholders.

With a demonstrated ability to address public concerns, we are experts in a broad range of governmental interface, public outreach and community involvement, and we are genuinely committed to public participation as a way of planning and completing projects. Our team routinely performs these services as part of our delivery of public works projects and regards them as a vital component to project success.

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NV5 — THE CITY'S BEST CHOICE

Why is NV5 the best choice to provide professional design engineering services to the City?



FAMILIARITY WITH REGIONAL GRANTS/ COMPETITIVE FUNDS

NV5 realizes that the development of Federal- and State-funded projects requires more than the preparation of design reports and PS&E. More and more, engineers are required to navigate projects through the federal aid process involving pre-award audits, authorizations, and timely use of fund provisions. Our experience with the regulatory agencies controlling these funding sources has afforded us the opportunity to support our clients through the process of developing the day-to-day procedures required to secure authorization and reimbursement for federally funded projects.

Our work with local, state and federal agencies keeps us in the forefront of current updates to policies and procedures.

COST CONTROL

We are able to continually review and evaluate a project's cost through all project phases to enable informed and timely decision-making by our clients and the entire project team. Cost control techniques include: program budget analysis; value engineering; life-cycle cost analysis; and quantity-based estimating. We rely on an open-book, inclusive process that demonstrates the costs and benefits of varying design options.

SCHEDULE CONTROL

The key to effective schedule control is to measure actual progress and compare it to planned progress on a regular basis and to take necessary corrective action immediately. We propose to supplement each major task as identified in the master project schedule with a supplemental schedule to keep careful track of where each individual component stands. We identify problems that may result from delays and readily provide the opportunity to modify the schedule, as required. This process assures the completion of your projects on schedule.

STRENGTH OF OUR TEAM

NV5 is a leader in the design and construction of capital improvements as well as staff augmentation services.

As part of NV5, Inc., we have the ability to assist our clients in an expanded role with access to more than 4,000 professionals from 100 locations. We have also added a wide range of additional services in the areas of infrastructure, construction quality assurance, energy, environmental and program management.

RELEVANT EXPERIENCE

At NV5, we understand the importance of public works services and capital improvement projects.

We understand that these services and projects are necessary to keep improving the lives of any city's inhabitants and have more than 70 years of experience partnering with myriad cities across Southern California to provide professional engineering services. We encourage the City to contact our references to confirm our successful track record.

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Quality Control

NV5 achieves our quality vision and objectives by maintaining and continually improving a Quality Management Plan (QMP). The NV5 QMP builds quality into everything that we do and encompasses four fundamental elements.

- Quality Assurance: (PLAN) Proactively planning for quality and auditing our processes to make sure that they are effectively meeting our objectives
- Quality Control: (DO) Processes for checking our products to determine if they are performing as expected and meeting objectives and requirements.
- Performance Measurement: (CHECK) Measuring and monitoring the level to which our quality management system is meeting the objectives.
- Continuous Improvement: (ACT) Assuring our processes and products are always being improved to better and more efficiently meet our quality objectives based on our performance measures and client feedback.



QA/QC PROCESS

Responsiveness is not only about being quick, but also about being a quality complete submittal. Accurate, complete and timely deliverables are our priority. That is why we've implemented a quality assurance and quality control plan as a standard procedure that starts upon the receipt of a Task Order. Our QC policy requires our CADD designer, project designer, and project manager to sign the cover sheet and commit that they have reviewed the submittal and are accepting responsibility for the quality of the documents prior to being submitted for review by peers. Our process includes having an independent, qualified reviewer review project deliverables before every milestone submittal. This makes the products cleaner and enables the recipient to focus on the design and aesthetics of the project. Additionally, we engage our construction management team early in the design process to assure that the concepts and designs being developed will be both biddable and buildable. We ask for the same level of commitment from all of our NV5 team members, including our subconsultants.

In addition, we constantly search for ways to improve each task by employing economical thinking and ideas, without sacrificing quality. NV5 has streamlined and standardized the QA/QC process to improve project delivery. The QMP incorporates best practices to be followed; however, every project should be tailored to meet specific project intent and requirements. The objectives of NV5's QMP are:

- Identify key project quality roles and resources.
- Identify and describe quality processes and procedures applicable to the project. The QMP assures that all team members are following the same processes.
- Serve as a reference tool for the Project Manager and Project QA/QC Manager in carrying out the steps related to quality control and quality assurance.
- Provide the City with a concise picture and documentation of NV5's quality-related processes and procedures.

In addition to inclusion of QC procedures specific to the project disciplines, the QMP describes the quality assurance reviews that are to be performed for each project. Reviews include the following:

QC Review: Review performed by an engineering supervisor not involved in the portion of the work being reviewed. The objectives are to review the documents for correctness and identify (red line) incorrect calculations, assumptions, items not meeting standards, or missing information that needs to be included. This is a check for fatal flaws in the design and to verify the project standards have been met.

Inter-disciplinary Review: Review by technical staff familiar with each individual discipline of the design (including subconsultants) for consistency and continuity and to avoid design conflicts.

Constructability Review: Performed by qualified engineers to determine the constructability of a project relative to scope, schedule, construction procedure, and adherence to industry standards.

QA Review and Audit: Review to verify the process and procedures of the QMP have been followed and implemented.

The QMP also identifies the need and frequency of quality audits. These audits are a means to assure that a QMP is in place, is appropriate, and is being followed. Typically audits occur at the key project milestones (i.e. 30, 60, 90% design submittals). Additional optional reviews may also be performed.

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Subconsultants

NV5 has not enlisted subconsultants for this On-Call contract and will perform all services in-house.

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Qualifications of our Proposed Team

Our team has the ability to deliver quality products on schedule and within budget. The chart below includes all key personnel, roles, education, experience, and applicable professional licenses and credentials of the proposed team.

NAME	ROLE	YEARS	EDUCATION, CERTIFICATIONS + LICENSES
David Niknafs, PE	Project Manager + Civil Engineer	30	M.S. Civil Engineering; B.S. Civil Engineering; Civil Engineer (CA) No. 42697
Tamara O'Neal, PE	QA/QC Manager	28	B.S. Civil Engineering; Civil Engineer (CA) No. 69107
Darab Bouzarjomehri, PE	Civil Engineer/Designer	38	M.S. Management Technology; B.S. Civil/Structural Engineering; Civil Engineer (CA) No. 54870; Civil Engineer (MN) No. 21100; PSMJ trained; Project Manager certificate (URS Corporation); PMI PMP training completed (in process of taking the test for certification)
Art Biscocho	Civil Engineer/Designer	30	B.S. Civil Engineering
Stephen Novak	Civil Engineer/Designer	25	A.S. Building Technology; Certificate, Master Planning Communities
Gerald Tom, PE, TE	Civil Engineer/Designer	35	B.S. Civil Engineering; Civil Engineer (CA) No. 51209; Traffic Engineer (CA) No. 2541
Matthew Ronquillo	Assistant Engineer	2	B.S. Civil Engineering; A.S. Engineering; A.A. Science & Mathematics
Jennifer Peterson, PE, CFM, QSD/QSP, CPESC, LEED AP	Civil Engineer/Designer + Hydrology/Hydraulics + WQMP/SWPPP/ NDPES	27	B.S. Civil Engineering; Civil Engineer (CA) No. 67821; Qualified SWPPP Developer/Practitioner; Certified Floodplain Manager; Certified Professional in Erosion & Sediment Control; LEED Accredited Professional
Luanne Bean, PE	Civil Engineer (Wastewater)	35	M.S. Civil Engineering; B.S. Civil Engineering; Civil Engineer (CA) No. 50129; Former Class A General Engineering Contractor; FEMA OPS - I; HAZMAT First Responder/Operations Level; DOT Offers of Bulk and Non-Bulk HAZMAT Packages; Nuclear Waste Safety for Workers
Julian Palacios, PE	Civil Engineer (Wastewater)	23	M.S. Environmental Engineering; B.S. Civil Engineering; Civil Engineer (CA) No. 67735
Steven Granados, PE, QSD/QSP	Civil Engineer (Wastewater)	17	B.S. Civil Engineering; Civil Engineer (CA) No. 74823; Qualified SWPPP Developer/Qualified SWPPP Practitioner No. 24004 (CASQA)
Nona Espinosa, PE	Hydrology/Hydraulics	33	B.S. Civil Engineering; Civil Engineer (CA) No. 60547; Certificate Erosion Control Compliance with NPDES Phase II - APWA; Certificate Fundamentals of Erosion Control & Rolled Erosion Control Pro - John Towns & Associates, Inc.
Matt Moore, PE, QSD, ENV SP	Hydrology/Hydraulics	27	M.S. Civil Engineering; B.S. Civil Engineering; Civil Engineer (CA) No. 56780; Envision Sustainability Professional (CA) No. 10891; Qualified SWPPP Developer/Practitioner No. 00046; Trainer of Record for QSD/QSP No. 00046

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KEY PERSONNEL AND EXPERIENCE

NAME	ROLE	YEARS	EDUCATION, CERTIFICATIONS + LICENSES
David Schott, PE, SE	Structural Engineer	40	M.S. Structural Engineering; B.S. Civil Engineering; Civil Engineer (CA) No. C22286; Structural Engineer (CA) No. S2470; NHI Inspector Training, FHWA-NHI-130055, Safety Inspection of In-Service Bridges
Kyle Liu, Ph.D., PE, SE	Structural Engineer	22	Ph.D. Civil/Structural Engineering; M.S. Bridge & Tunnel Engineering; B.S. Bridge & Tunnel Engineering; Civil & Structural Engineer (WA) No. 45084; Civil Engineer (CA) No. C74162; Civil and Structural Engineer (ID) No. P-21817; Professional Engineer of Alberta, Canada License No. 237624
J Braley, PLS	Survey	45	General Education courses; Land Survey courses; Land Surveying Fundamentals; AutoCAD Level 1 & Level 2; Global Positioning Survey course; GIS course; Professional Land Surveyor (CA) No. 8446; Professional Land Surveyor (NV) No. 19903
Joel Paulson, PLS, GISP	Survey	40	M.A. Near Eastern Studies/Egyptology; B.A. Near Eastern Studies/Egyptology; Land Surveyor (CA) No. 6637; GIS Professional (GISP) No. 90366



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On-Call Experience

Our team has experience providing numerous municipalities and agencies throughout Southern California with on-call consulting services. Below is a sampling of on-call contracts for services that are similar to those included in this RFQ.

Current On-Call Contracts

CLIENT	ON-CALL SERVICES
City of Aliso Viejo	• On-Call Civil Engineering Services
City of Anaheim (Public Works)	• On-Call Consulting Support Services to the Construction Services Division ○ Construction Management ○ Constructability and Plan Check ○ General Civil Engineering Design
City of Chino Hills	• On-Call Engineering Services
City of Coachella	• On-Call Engineering Services
City of Culver City	• On-Call Professional Services ○ General Civil Engineering ○ Construction Management and Inspection
City of Desert Hot Springs	• Engineering Consulting Services
City of Eastvale	• On-Call Engineering and Professional Consulting Services ○ Geotech Engineering, Inspection and Materials Testing ○ Land Surveying ○ Geographic Information System (GIS) ○ Design Services for General Civil Project Planning and Engineering
City of El Monte	• On-Call General Civil Design and Water Design Services
City of Encinitas	• As-Needed Engineering and Project Management Services • As-Needed Engineering Services, Civil Engineering
City of Fontana	• On-Call Engineering Services: ○ Construction Management ○ Design Engineering Services: Hydrology/Hydraulic Studies; Structural Design; Landscape Improvements; Street, Sewer and Storm Drain ○ Geotechnical Services ○ Inspection Services ○ Project Management ○ Public Off-site Improvement Plan Check Services ○ Subdivision Map and Engineering Plan Checking ○ Surveying
City of Gardena	• On-Call Civil Engineering Design
City of La Cañada Flintridge	• On-Call Engineering Services

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Current On-Call Contracts (Continued)

CLIENT	ON-CALL SERVICES
City of Laguna Beach	• On-Call Consulting Services ○ Civil Engineering (Civil Design) ○ Civil Engineering (Land Surveying) ○ Civil Engineering (Traffic Engineering/Traffic Planning) ○ Civil Engineering (Plan Checking) ○ Assessment District Engineering ○ Project Administration
City of Laguna Hills	• On-Call Civil Engineering, Project Management and Support Services
City of Menifee	• Land Development On-Call List for FY2022-23 through FY2025-26 ○ General Civil Engineering/Plan Check Services ○ Environmental Review Services ○ Landscape Design and Inspection Services ○ Hydrological and Hydraulics Engineering Review and Inspection Services • On-Call Professional Engineering Services ○ Civil Design Services
City of Murrieta	• On-Call Services, Civil Engineering
City of Pico Rivera	• On-Call Engineering Services
City of Placentia	• On-Call Civil Engineering Services
City of San Bernardino	• Pre-Qualified Engineering Design Consulting Project Management List ○ Civil Engineering Design ○ Geotechnical Engineering ○ Survey ○ Inspection and Management of Construction Projects ○ Project Management/Staff Augmentation
City of San Juan Capistrano	• As-Needed Professional Consulting Services ○ Civil Engineering ○ Plan Check ○ Staff Augmentation • Plan Check, Development, and Miscellaneous Engineering Services
City of Santa Fe Springs	• On-Call Professional Engineering Services ○ Civil Engineering Services ○ Construction Management and Inspection Services ○ Water Engineering ○ Engineering Staff Augmentation
City of Yorba Linda	• On-Call Professional Engineering Services ○ General Municipal Engineering ○ Engineering Plan Checking ○ Construction Management and Inspection Services
Orange County Public Works	• On-Call Road and Bikeway Engineering
San Bernardino County, Department of Public Works	• On-Call Civil Engineering Services — Transportation

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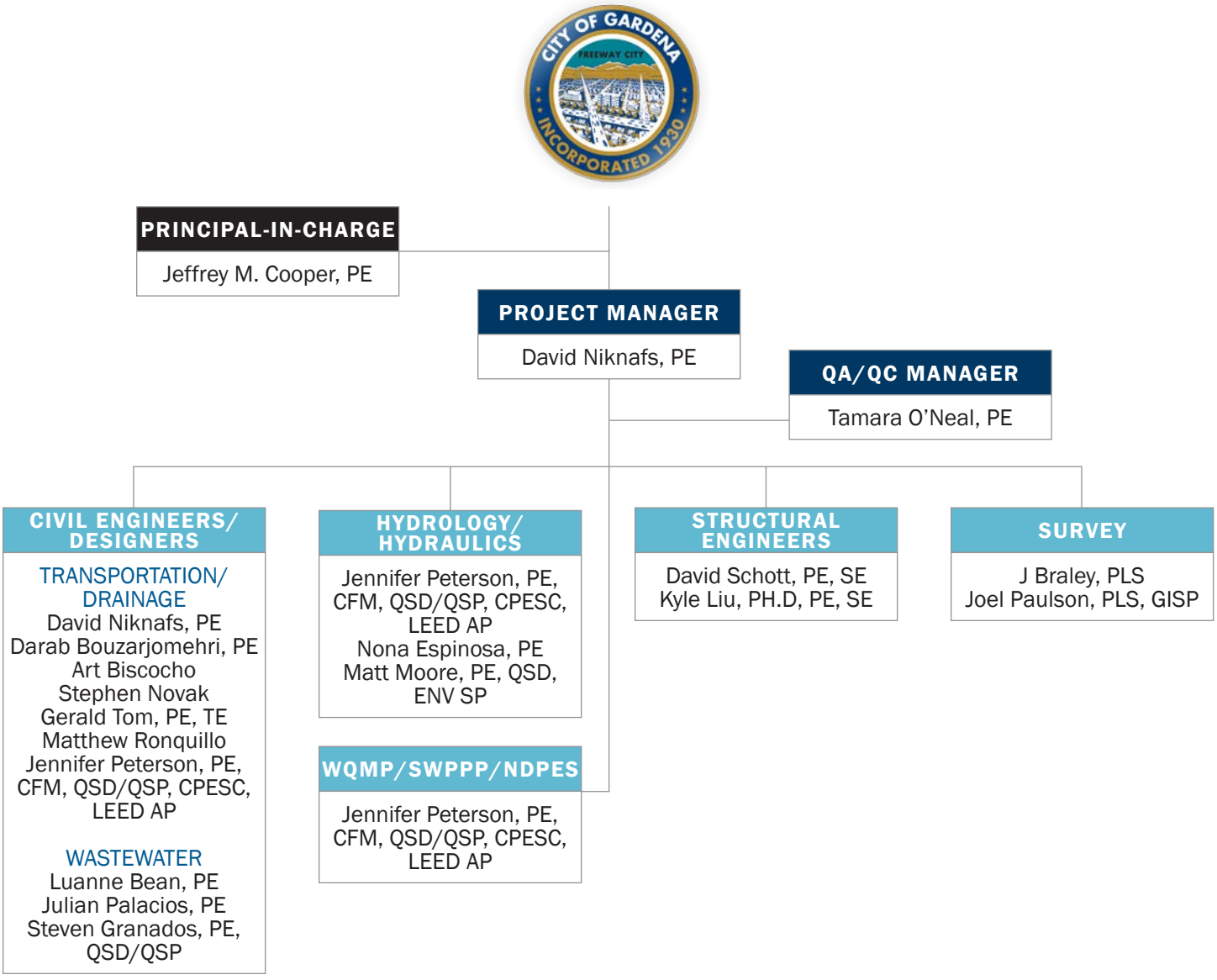
Organization Chart

Our team of experts brings direct, relevant, successful and current experience working on projects of similar scope and complexity. We are equipped with the resources to provide the City with the requested General Civil Engineering Design Services. Shown below are team roles and responsibilities.



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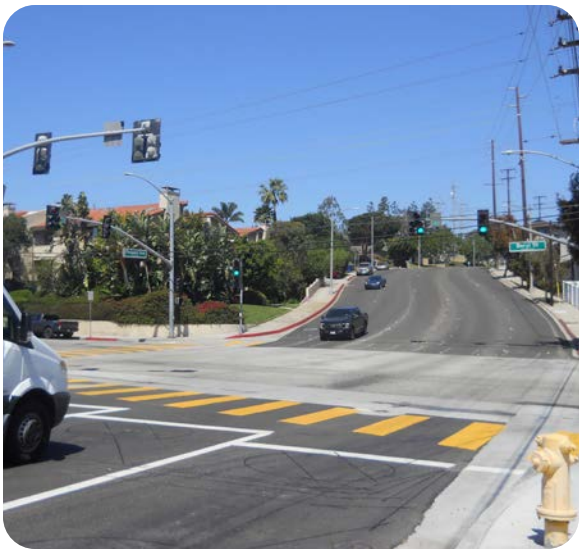
SIMILAR PROJECTS/SERVICES



Beryl Street Drainage and Street Improvements

CITY OF REDONDO BEACH | REDONDO BEACH, CA

Our team provided engineering design services for the project, including the preparation of PS&E. The project included roadway, intersection and drainage improvements, including green street elements; modifications to catch basins; pedestrian crossing enhancements; incorporation of Living Street Design principles, traffic calming elements ; and signing and striping.

- **DATES:** JULY 2020-DECEMBER 2022
- **KEY PERSONNEL:** DAVID NIKNAFS (PM), STEVE NOVAK, ART BISCOCHO (PROJECT ENGINEERS)
- **CONTACT:** DANIEL GRUEZO, CIVIL ENGINEER, 310.318.0661, EXT. 2279, DANIEL.GRUEZO@REDONDO.ORG

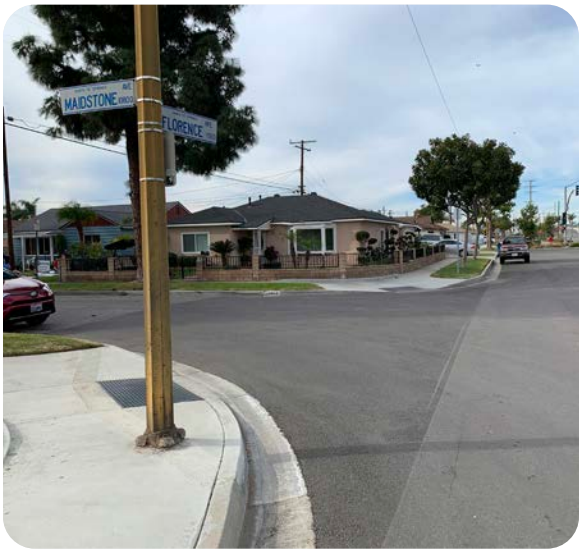


Annual Residential & Arterial Streets Rehabilitation (Phases 1 & 2)

CITY OF COMPTON | COMPTON, CA

Our team provided engineering design services for the PS&E. Work included review and analysis of the City's existing Pavement Management Study; research of the City's existing street plan information; performing soil investigations and coring samples; utilities notification and coordination; topographic survey; field review; and improvements to pavement, drainage, curb and gutter, sidewalk, and ADA curb ramps.

- **DATES:** JANUARY 2019-MAY 2021
- **KEY PERSONNEL:** DAVID NIKNAFS (PM), ART BISCOCHO, GERALD TOM (PROJECT ENGINEERS)
- **CONTACT:** JOHN STRICKLAND, PROJECT MANAGER, 310.605.5505, JSTRICKLAND@COMPTONCITY.ORG



Street Improvements Design for Residential Streets South of Florence Avenue (Triangle)

CITY OF SANTA FE SPRINGS | SANTA FE SPRINGS, CA

Our team provided engineering design and surveying services for the preparation of plans, specifications and cost estimates for residential street segments. The work consisted of pavement improvements, including grind and overlay using Fiber Reinforced Asphalt Concrete (FRAC), slurry seal with fiber reinforcements, curb and gutter, sidewalks, driveway approaches and curb ramp improvements.

- **DATES:** 2022
- **KEY PERSONNEL:** DAVID NIKNAFS (PM), ART BISCOCHO, STEVE NOVAK (PROJECT ENGINEERS), J BRALEY (NV5 SURVEY)
- **CONTACT:** ROBERT GARCIA, PUBLIC WORKS CIP MANAGER, 562.868.0511, EXT. 7545, ROBERTGARCIA@SANTAFESPRINGS.ORG

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SIMILAR PROJECTS/SERVICES



Residential Slurry Seal and Arterial Roadway Rehabilitation

CITY OF PLACENTIA | PLACENTIA, CA

NV5 prepared plans, specifications and cost estimates for the project, which included the slurry seal of residential roadway pavement and new arterial roadway pavement along with curb, gutter and sidewalk repairs, new ADA-compliant curb ramps, new pavement markings and signage, traffic signal modifications and other improvements and repairs.

- **DATES:** AUGUST 2019-JUNE 2020
- **KEY PERSONNEL:** DAVID NIKNAFS (PM), ART BISCOCHO, STEVE NOVAK (PROJECT ENGINEERS)
- **CONTACT:** CHRIS TANIO, PE, DEPUTY DIRECTOR OF PUBLIC WORKS/CITY ENGINEER, 714.993.8132, CTANIO@PLACENTIA.ORG

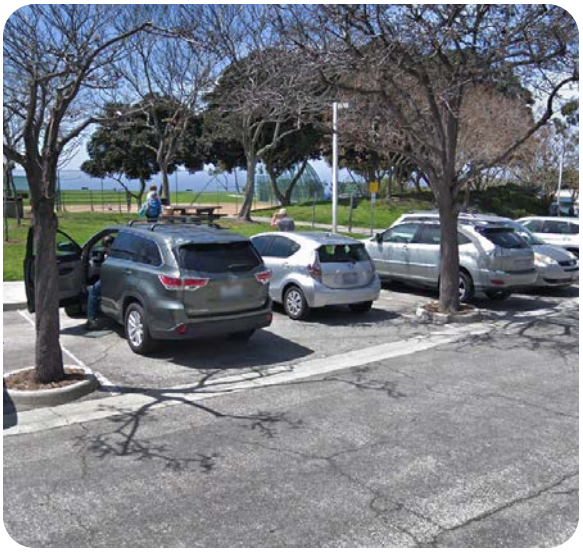


El Monte Ave. and Baldwin Ave. Improvements

CITY OF EL MONTE | EL MONTE, CA

Our team provided the PS&E for the project at El Monte Avenue from Rio Hondo Channel to Lower Azusa Road and Baldwin Avenue from Lower Azusa Road to the I-10 freeway. Services included topographical survey; reviewing existing pavement conditions and treatment recommendations; potholing pavement sections and subgrade to determine recommended pavement section and repair methodologies; preparing PS&E; implementing the City's Bike Master Plan recommended bike route; and preparing final bid documents.

- **DATES:** JANUARY 2021-NOVEMBER 2021
- **KEY PERSONNEL:** DAVID NIKNAFS (PM), ART BISCOCHO, STEVE NOVAK (PROJECT ENGINEERS)
- **CONTACT:** LEE TORRES, ACTING DPW/CITY ENGINEER, 626.580.2055, LTORRES@ELMONTECA.GOV



Hesse Community Park Parking Lot Improvements (Phase 1)

CITY OF RANCHO PALOS VERDES | RANCHO PALOS VERDES, CA

Our team provided engineering design services for the project, which consisted of the design of concept plans for parking lot pavement improvements and parking lot lighting improvements. Our services included preparation of concept plans and a preliminary cost estimate and attending progress and City Council meetings as necessary. Three design concepts were ultimately provided to the City, and one was selected by the City Council.

- **DATES:** JANUARY 2019-JUNE 2019
- **KEY PERSONNEL:** JEFFREY COOPER (PM), DAVID NIKNAFS (QA/QC), ART BISCOCHO (PROJECT ENGINEER)
- **CONTACT:** RON DRAGOO, PE, PRINCIPAL ENGINEER, 310.544.5250, ROND@RPVCA.GOV

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SIMILAR PROJECTS/SERVICES

FY 2022-23 Pavement Management Program Implementation

CITY OF GLENDALE | GLENDALE, CA

Our team is providing engineering design services for the City's Fiscal Year 2022-23 Pavement Management Program Implementation project. Improvements include selective removal and repair of concrete curbs and gutters, sidewalks, driveways, cross gutters, catch basins, bus pads, and alley aprons; pavement repairs, including full-depth reconstruction, rubberized asphalt pavement wearing course (ARHM); crack seal; Asphalt Rubber Aggregate Membrane (ARAM); and Slurry Seal Type II; sewer point repairs based on City-provided CCTV videos; utility pull box relocation; storm drain infrastructure analysis and design, including hydrology and hydraulic analysis if needed; installation of survey well monuments; tree plantings, including coordinating with the City for tree species and locations; and review of the City's Bicycle Master Plan and design of plans according to recommendations.

- **DATES:** CURRENT
- **KEY PERSONNEL:** DAVID NIKNAFS (PM), ART BISCOCHO (PROJECT ENGINEERS), MATTHEW RONQUILLO (ASSISTANT ENGINEER), J BRALEY (NV5 SURVEY)
- **CONTACT:** YAZDAN T. EMRANI, PE, DIRECTOR OF PUBLIC WORKS, 818.548.3900, YEMRANI@GLENDALECA.GOV



FY 2022-23 Street Improvements

CITY OF LA HABRA HEIGHTS | LA HABRA HEIGHTS, CA

NV5 is providing engineering design services for the street improvement project, which includes grind and overlay, slurry seal, and crack seal, depending on the current condition of each roadway segment.

- **DATES:** SEPTEMBER 2022-2023
- **KEY PERSONNEL:** DAVID NIKNAFS (PM), ART BISCOCHO (PROJECT ENGINEER), MATTHEW RONQUILLO (ASSISTANT ENGINEER)
- **CONTACT:** RAFFERTY WOOLDRIDGE, ASSISTANT CITY MANAGER/ COMMUNITY DEVELOPMENT DIRECTOR, 562.694.6302, RWOOLDRIDGE@LHHCITY.ORG



Wendt Terrace Storm Drain Improvements

CITY OF LAGUNA BEACH | LAGUNA BEACH, CA

Our team provided design engineering services for the Wendt Terrace Storm Drain project, which included utility coordination, surveying, and preparation of the final plans, specifications and cost estimates. The project included the design of an 18-inch HDPE storm drain pipe to be extended and located to the south of the existing storm drain channel at 719 Griffith Place and continue to traverse at approximately 10 to 15 feet from the existing storm drain channel through 719 Griffith Place and a portion of 850 Bolsa Way and connect downstream to the side of the existing channel.

- **DATES:** AUGUST 2015-JANUARY 2016
- **KEY PERSONNEL:** DAVID NIKNAFS (PM), ART BISCOCHO (PROJ. ENGINEER)
- **CONTACT:** MARK TRESTIK, CITY ENGINEER, 949.497.0300, MTRESTIK@LAGUNABEACHCITY.NET

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SIMILAR PROJECTS/SERVICES

Lake Drive Storm Drain Replacement

CITY OF ENCINITAS | ENCINITAS, CA



NV5 is providing engineering design services for the Lake Drive Storm Drain Replacement Project, which involves the replacement of approximately 2,000 feet of failed 48-inch corrugated metal pipe (CMP) with new reinforced concrete pipe (RCP) through an environmentally sensitive canyon area between Lake Drive and Interstate 5 (I-5). The existing system collects runoff from the surrounding developed area and conveys it down a steep slope through a natural canyon and west toward the I-5. Design hydraulic analysis revealed the original pipe was significantly undersized, resulting in the failure of the system within the canyon. Due to the undersized pipe and downstream constraints, designing a new detention basin was necessary to attenuate the peak flows through the canyon. During the design period, due to significant and unusual regional rainfall events, a large sinkhole developed at the top of the project limits, eventually affecting a portion of Lake Drive and local utilities, prompting an emergency response by the City. NV5 worked closely with the City and the emergency construction crews to produce an emergency "interim" design to collect and convey the drainage. At the same time, the failed slope and adjacent roadway were reconstructed. The "interim" improvements were then incorporated into the final design condition, leading to the detention basin, avoiding the need for additional disturbance of the newly restored area. The project is an ASCE 2024 Outstanding Geotechnical Project winner and received an APWA 2024 Honor Award in the Disaster or Emergency Construction/Repair category.

- **DATES:** 2021-CURRENT
- **KEY PERSONNEL:** TAMARA O'NEAL (PM), JENNIFER PETERSON, MATT MOORE (PROJECT ENGINEERS), J BRALEY (SURVEY)
- **CONTACT:** MATT WIDELSKI, PRINCIPAL ENGINEER, 760.633.2777, MWIDELSKI@ENCINITASCA.GOV



Bonita Way Storm Drain Project

CITY OF LAGUNA BEACH | LAGUNA BEACH, CA

Our team provided engineering design services for the City's Bonita Way (Alignment No. 3) Storm Drain Project. The project is located in the Arch Beach Heights neighborhood in Laguna Beach. Our services included meetings and coordination, performing a topographic survey, utility potholing, and preparing preliminary and final storm drain plans, specifications and cost estimate.

- **DATES:** OCTOBER 2020-2021
- **KEY PERSONNEL:** DAVID NIKNAFS (PM), ART BISCOCHO (PROJECT ENGINEER)
- **CONTACT:** JOSHUA MCDONALD, PROJECT MANAGER, 949.497.0728, JMCDONALD@LAGUNABEACHCITY.NET

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SIMILAR PROJECTS/SERVICES

Pearl Avenue Sewer Replacement

CITY OF COMPTON | COMPTON, CA

NV5 is preparing updated engineering design plans, specifications and construction cost estimates for the Pearl Avenue Sewer Replacement. There are 29 plan sheets and a full set of construction specifications prepared in the old CSI format signed and sealed by the City's former Public Works Director from January 2016. The City requested NV5 to perform a constructability review on the existing plans, discuss with the City any cost-savings recommendations, update construction costs estimate, update construction specifications, and incorporate updated underground utility research on the current set of plans. There is an additional reach of 400 LF Pearl Avenue Sewer Additions between Rosecrans Avenue and East Kay Street that are not included in the previous 29 sheets that the City needs to be added to this project. NV5 is also providing survey services by providing necessary survey crew coordination and office support to dispatch survey crews with necessary support data as follows: Horizontal, Vertical & Boundary Control, Topographic Survey Field Locations and Elevations, and Compile Topographic Survey Map.

- **DATES:** AUGUST 2023-CURRENT
- **KEY PERSONNEL:** LUANNE BEAN, (PM/SENIOR ENGINEER), JULIAN PALACIOS (QA/QC MANAGER), J BRALEY (SURVEY)
- **CONTACT:** KOFI SEFA-BOAKYE, 909.702.9829, KBOAKYE@COMPTONCITY.ORG

Emergency Sewer Line Replacement Project

CITY OF COMPTON | COMPTON, CA



While working on another contracted project for the City of Compton, NV5 identified a severely deficient sewer line via review of the City's most recent CCTV videos, whereby the sewer line was severely cracked or missing altogether. Because of this, NV5 alerted the City that an emergency situation on this reach was developing and, indeed, could not wait until the project was done and the plans were bid. Shortly thereafter, the City experienced a minor sewer overflow in this same area because of this deficiency identified by NV5. As a result of this emerging situation, NV5 worked with the City through our on-call contract to develop minimal engineering bid plans based on the Greenbook, and further assisted the City in an emergency declaration with the City Council, and actively solicited emergency bids on behalf of the City to recommend award to a Class A General Engineering Contractor in just a few short weeks. NV5's role then shifted to Construction Manager and Construction Inspector to successfully assist the City in the construction of approximately 4,000 LF of sewer main, including lateral reconnections to approximately 50 homes and another 10 businesses in both residential and arterial streets.

- **DATES:** OCTOBER 2023-CURRENT
- **KEY PERSONNEL:** LUANNE BEAN (PM/SENIOR ENGINEER), J BRALEY (SURVEY)
- **CONTACT:** KOFI SEFA-BOAKYE, 909.702.9829, KBOAKYE@COMPTONCITY.ORG

Diversion Pipeline

CITY OF CULVER CITY | CULVER CITY, CA

NV5 provided engineering services for the construction of sewer main diversion pipes reversing sewer flow via conventional cut and cover as well as trenchless jack and bore methods to abandon Mesmer and Overland Sewer Pump Stations, which involved extensive coordination with Caltrans, the City of Los Angeles, and the City of Culver City for these jack and bore pipelines underneath the I-405 and 90. NV5 also provided construction management and inspection services for the project.

- **YEAR COMPLETED:** MARCH 2019-2021
- **KEY PERSONNEL:** LUANNE BEAN (PM/CM)
- **CONTACT:** HONG WANG, PE, SENIOR CIVIL ENGINEER, 310.253.5604, HONG.WANG@CULVERCITY.ORG

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SIMILAR PROJECTS/SERVICES



Sewer Line Crossing at Johnson Avenue and Metrolink/SCRRA and UPRR Railroads

CITY OF EL MONTE | EL MONTE, CA

Due to an additional railroad track proposed by SCRRA to meet the needs of the upcoming Olympics, the City must encase an 8-inch gravity sewer line that runs north from Johnson Avenue underneath the existing railroad tracks to the alley beyond. A new 12-inch sewer main will be jack and bored at the southern limit of the railroad right-of-way at Johnson Avenue. Services include PS&E; utility research; preparing plans for temporary water high lining and sewer bypassing; land surveying; and geotechnical report.

- **DATES:** JUNE 2022-CURRENT
- **KEY PERSONNEL:** LUANNE BEAN (PM/SR. ENGINEER), J BRALEY (SURVEY)
- **CONTACT:** LEE TORRES, ACTING DPW/CITY ENGINEER, 626.580.2055, LTORRES@ELMONTECA.GOV



Sewer Main Along Portuguese Bend

CITY OF ROLLING HILLS | ROLLING HILLS, CA

Our team is providing engineering design services for the 8-inch sewer main along Portuguese Bend Road/Rolling Hills Road. The City evaluated the feasibility of connecting a portion of the City to a nearby existing wastewater conveyance system. Based on the sewer feasibility study, it was recommended to install a new 8-inch sewer main along Portuguese Bend Road and upgrade the existing sewer main along Rolling Hills Road to a 10-inch and 12-inch sewer main prior to connecting to the Los Angeles County Trunk line.

- **DATES:** SEPTEMBER 2020-CURRENT
- **KEY PERSONNEL:** LUANNE BEAN (PM)
- **CONTACT:** ALAN PALERMO, PROJECT MANAGER, 310.717.3244, ALANMPAL@GMAIL.COM



Bankfield Sewage Pump Station

CITY OF CULVER CITY | CULVER CITY, CA

NV5 assisted with the final design and implementation of the emergency diesel generator as well as pipeline redesign for the sewer force main, including the AQMD permitting, as the original plans did not accommodate a generator. This project was impacted by an unknown underground storage tank (UST) formerly abandoned by the former property owners of the pump station site. NV5 also provided construction management and inspection services for the project. The new pump station has a 10-foot-by-20-foot sewer wet well that is 35 feet deep. **This project is an APWA BEST Awards winner.**

- **DATES:** OCTOBER 2018-AUGUST 2020
- **KEY PERSONNEL:** LUANNE BEAN (PM), ART BISCOCHO (PROJECT ENGINEER)
- **CONTACT:** HONG WANG, PE, SENIOR CIVIL ENGINEER, 310.253.5604, HONG.WANG@CULVERCITY.ORG

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References

Provided below are references of clients for whom Civil Engineering Design services have been performed in the last five years that are comparable in quality and scope to that specified in this RFQ.

CLIENT	CONTACT INFORMATION	RELEVANT PROJECTS
City of Redondo Beach	Daniel Gruezo, Civil Engineer 415 Diamond St., Redondo Beach, CA 90277 310.318.0661, ext. 2279, daniel.gruezo@redondo.org	• Beryl Street Drainage and Street Improvements (July 2020-December 2022)
City of Compton	John Strickland, Project Manager (Annual Residential Streets Rehabilitation) 205 S. Willowbrook Ave., Compton, CA 90220 310.605.5505, jstrickland@comptoncity.org Kofi Sefa-Boakye (Emergency Sewer Line Replacement, Pearl Avenue Sewer Replacement) 909.702.9829, kboakye@comptoncity.org	• Annual Residential Streets Rehabilitation, Phase 1 and Phase 2 (January 2019-May 2021) • Emergency Sewer Line Replacement Project (October 2023-Current) • Pearl Avenue Sewer Replacement (August 2023-Current)
City of Santa Fe Springs	Robert Garcia, Public Works CIP Manager 11710 Telegraph Road, Santa Fe Springs, CA 90670 562.868-0511, ext. 7545, robertgarcia@santafesprings.org	• Street Improvements Design for Residential Streets South of Florence Avenue (Triangle) (2022) • Pioneer Boulevard Street Improvements (October 2021-February 2022) • Residential Alley Improvements (April 2023-Current)
City of El Monte	Lee Torres, Acting DPW/City Engineer 11333 Valley Blvd., El Monte, CA 91731, 626.580.2055, ltorres@elmonteca.gov	• El Monte Avenue and Baldwin Avenue Street Improvements (January 2021-November 2021) • Sewer Line Crossing at Johnson Avenue and Metrolink/SCRRA and UPRR Railroads (June 2022-Current)
City of Placentia	Chris Tanio, PE, Deputy Director of Public Works/City Engineer 401 E. Chapman Ave., Placentia, CA 92870 714.993.8132, ctanio@placentia.org	• FY 2023-24 Street Rehabilitation (January 2024-Current) • Residential Slurry Seal and Arterial Roadway Rehabilitation (August 2019-June 2020)

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Fee Schedule

Effective for the initial 3-year term of the contract.

ENGINEERING SERVICES	HOURLY RATE**
Principal	$280
Project Director	$240
Project Manager	$230
Quality Assurance Manager	$210
Senior Traffic Engineer	$230
Traffic Engineer	$190
Senior Structural Engineer	$215
Structural Engineer	$190
Senior Project Engineer	$180
Project Engineer	$150
Assistant Engineer	$128
Senior Designer	$155
Designer	$128
CADD Technician	$108
Administration	$98
SURVEY TECHNICAL SERVICES	**HOURLY RATE****
Engineering Aide/Planning Aide	$97
Project Assistant	$100
Project Administrator	$112
CADD Technician I	$118
CADD Technician II	$138
CADD Technician III	$162
Sr. CADD Technician/Designer	$177
GIS Technician I	$115
GIS Technician II	$137
GIS Analyst	$157
Senior GIS Analyst	$189
SURVEY PROFESSIONAL SERVICES	**HOURLY RATE****
Junior Engineer/Planner/Scientist/Surveyor	$141
Assistant Engineer/Planner/Scientist/Surveyor	$167
Associate Engineer/Planner/Scientist/Surveyor	$180
Senior Engineer/Planner/Scientist/Surveyor	$197
Manager	$256
Associate	$270
Principal	$290
FIELD SURVEY	**HOURLY RATE****
1-Person Survey Crew*	$167
2-Person Survey Crew*	$350
3-Person Survey Crew*	$473

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Fee Schedule

Effective for the initial 3-year term of the contract.

REIMBURSABLE EXPENSES	COST
Reproduction	Cost
Consultant Services	Cost + 15%
Automobile Transportation	per IRS standard
Delivery, Freight, Courier	Cost
Agency Fees	Cost
Commercial Travel	Cost

* Assumes prevailing wages are applicable for field work; ** Regular rates. Work in excess of 8 hours and work on Saturdays will be billed at 1.5 times the regular rate. Work in excess of 12 hours and work on Sundays and Holidays will be billed at 2 times the regular rate.

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CONTACT INFO
david.niknafs@nv5.com

EXPERIENCE
30 years

EDUCATION
M.S. Civil Engineering

B.S. Civil Engineering

LICENSES
Civil Engineer (CA)
No. 42697

AFFILIATIONS
American Public Works Association (APWA)

American Society of Civil Engineers (ASCE)

Transportation & Development Institute

DAVID NIKNAFS, PE

Project Manager + Civil Engineer

Mr. Niknafs has more than 30 years of civil engineering experience in the public and private sectors working on various capital improvement projects and has extensive experience working as a project director and project manager. He has managed numerous public works and development projects, including roadways, bridges, drainage, sewer, water, underground utilities, building facilities and related infrastructure improvement projects.

Project Experience

Beryl Street Drainage and Street Improvements

CITY OF REDONDO BEACH | REDONDO BEACH, CA

Project Manager. Mr. Niknafs was responsible for providing engineering design services for the Beryl Street Drainage and Street Improvements (from Prospect Avenue to Flagler Lane) project, including the preparation of plans, specifications and estimates. The project included roadway, intersection and drainage improvements, including green street elements; modifications to catch basins; pedestrian crossing enhancements through curb ramp and pedestrian signal upgrades; incorporation of Living Street Design principles, traffic calming elements to enhance safety, mobility, and access for users to accommodate a variety of transportation modes; and signing and striping. The project provided the opportunity to enhance walkability, install curb bulb-outs to reduce pedestrian crossing distances and calm traffic, and install Class II bicycle lanes. The scope of work included field investigation, topographical survey, utility coordination, providing various pavement rehabilitation and site improvement alternatives, conceptual design options, CEQA documentation, and bid and construction support.

Residential Streets South of Florence Avenue (Triangle) Street Improvements

CITY OF SANTA FE SPRINGS | SANTA FE SPRINGS, CA

Project Manager. Mr. Niknafs is responsible for providing engineering design services for the preparation of plans, specifications and cost estimates for residential street segments. The scope of work consists of pavement improvements, including grind and overlay using Fiber Reinforced Asphalt Concrete (FRAC), slurry seal with fiber reinforcements, curb and gutter, sidewalks, driveway approaches and curb ramp improvements. NV5 also provided survey services for the project.

Annual Residential Street Rehabilitation, Phase 1 and Phase 2

CITY OF COMPTON | COMPTON, CA

Project Manager. Mr. Niknafs was responsible for providing professional engineering design services, including preparing plans, specifications and estimates for the City's annual residential street rehabilitation projects. Scope of work included: review and analysis of the City's existing Pavement Management Study; research of the City's existing street plan information; performing necessary soil investigations and coring samples; utilities notification and coordination; topographic survey; field review; and improvements to street pavement, street drainage, curb and gutter, sidewalk, and ADA curb ramps.

El Monte Avenue and Baldwin Avenue Street Improvements

CITY OF EL MONTE | EL MONTE, CA

Project Manager. Mr. Niknafs was responsible for providing professional civil

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engineering design services for the street improvement project at El Monte Avenue from Rio Hondo Channel to Lower Azusa Road and Baldwin Avenue from Lower Azusa Road to I-10. Services included topographical survey; reviewing existing pavement conditions and treatment recommendations; evaluation of existing improvements for ADA compliance; potholing existing pavement sections and subgrade to determine recommended pavement section and repair methodologies; preparing plans, specifications, and estimates; implementing City's Bike Master Plan recommended bike route; and preparing final bid documents.

North La Brea Avenue "Green Street" Improvements

CITY OF INGLEWOOD | INGLEWOOD, CA

Project Manager. Mr. Niknafs was responsible for providing comprehensive design services and delivering final plans, specifications and estimates for this "Green Street" improvement project. The project consisted of the street rehabilitation of North La Brea Avenue from the northerly side of Florence Avenue to the City limits, located north of 64th Street. The purpose of the project was to mitigate existing distressed asphalt paving and addressed stormwater runoff issues. As part of the design process, our team evaluated all available design alternatives and developed an NPDES/MS4-compliant stormwater management plan that takes advantage of a network of pervious surfaces within the parking lanes and green areas with the median and parkway. Other improvements included repair of damaged sidewalks, curbs and gutters, cross gutters, alley gutters and driveway approaches; assessments of curb ramps for ADA compliance; relocation of water meter and other utility boxes into street parkways; landscape and root pruning; installation of pavement markers and striping to current standards; reconstruction of bus stop pads and channelization islands.

FY 2023-24 Street Rehabilitation

CITY OF PLACENTIA | PLACENTIA, CA

Project Manager. Mr. Niknafs is responsible for providing engineering design services for the City's FY 2023-24 Street Rehabilitation project as part of our on-call contract with the City. The project includes repaving or slurry seal for various streets within the City. In general, the work consists of asphalt overlay, slurry seal; replacement of damaged sidewalk, curb, and gutter; and new signing, striping, markings, and pavement legends. The work includes the preparation of two bid packages – one for residential/local streets and one for arterial streets. NV5 will prepare storm drain improvement plan for the intersection of Walnut Avenue and Center Street based on the Storm Drain Master Plan Update and prepare preliminary and final bid packages and cost estimates for the project. NV5 will also provide construction support services.

FY 2022-23 Pavement Management Program Implementation

CITY OF GLENDALE | GLENDALE, CA

Project Manager. Mr. Niknafs is responsible for providing engineering design services for the City's Fiscal Year 2022-23 Pavement Management Program Implementation project. Improvements include selective removal and repair of concrete curbs and gutters, sidewalks, driveways, cross gutters, catch basins, bus pads, and alley aprons; pavement repairs, including full-depth reconstruction, rubberized asphalt pavement wearing course (ARHM), crack seal, Asphalt Rubber Aggregate Membrane (ARAM), and Slurry Seal Type II; sewer point repairs based on City-provided CCTV videos; utility pull box relocation; storm drain infrastructure analysis and design, including hydrology and hydraulic analysis if needed; installation of survey well monuments; tree plantings, including coordinating with the City for tree species and locations; and review of the City's Bicycle Master Plan and design of plans according to recommendations. Services include field review; utility coordination and notification; topographic survey; geotechnical investigation; preparation of preliminary and final plans, specifications and estimates; and bid and construction support.

Pavement Management Plan (PMP) Update

CITY OF GARDENA | GARDENA, CA

Project Manager. Mr. Niknafs was responsible for the City's Pavement Management Plan (PMP) update. His responsibilities included monitoring project progress, maintaining project files, supervising and reviewing the inspection process and pavement report for conformance with Metro guidelines, and leading kickoff meetings with the City staff and project team. Project tasks included reviewing all maintenance and rehabilitation activities conducted by the City since the last PMP update; collecting and recording pavement distress data per ASTM D6433-11 and Metro guidelines; preparing maps of the streets to be inspected; data entry; database verification/organization; and budgetary analysis.

Docusign Envelope ID: 5AEE70A7-A1ED-490B-9A9F-20CD27F768A2

CONTACT INFO
tamara.oneal@nv5.com

EXPERIENCE
28 years

EDUCATION
B.S. Civil Engineering

LICENSES/CERTIFICATES
Civil Engineer (CA)
No. 69107

TAMARA O'NEAL, PE

QA/QC Manager

Ms. O'Neal has more than 28 years of experience in municipal and private engineering services, including capital improvement and development review project management, sewer rehabilitation design and planning, stormwater quality regulatory, reporting and review services, asset management, floodplain development services and environmental restoration services. In addition to having direct public agency employment experience, Ms. O'Neal has provided extension of staff services on a consultant basis for numerous cities, as well as water and sanitation districts in San Diego, Orange and Los Angeles counties.

Project Experience

Espola Road Bike Lane Improvements

CITY OF POWAY | POWAY, CA

Project Manager. Ms. O'Neal served as Project Manager and oversaw the preparation of the preliminary and final design documents (plans, specifications, and cost estimates) for the Espola Road Bike Lane Improvement Project. The project includes the widening of the pavement in the area of a tight sweeping turn on Espola Road along a marked bike route. The new pavement area will accommodate the construction of new bike lanes from just north of the intersection of Poway Road and Espola Road and continuing north to approximately Range Park Road. The project's goal is to minimize the amount of grading and impact to the surrounding slopes and native vegetation on the east and western slopes of the project. During all phases of construction, Espola Road will be open to traffic. Therefore, the design includes permanent traffic control for all phases. The design includes roadway/bike lane plans, striping and signing plans, traffic control plans, hydraulics/hydrology study, stormwater quality management plans, and Storm Water Pollution Prevention Plans. NV5 was also responsible for providing topographic and right-of-way survey, geotechnical investigation, preliminary environmental assessment, conceptual alignment study, and San Diego County Water Authority (SDCWA) Coordination.

Lake Drive Storm Drain Replacement

CITY OF ENCINITAS

Project Manager. Ms. O'Neal is managing the team providing engineering design services for the Lake Drive Storm Drain Replacement Project, which involves the replacement of approximately 2,000 feet of failed 48-inch corrugated metal pipe (CMP) with new reinforced concrete pipe (RCP) through an environmentally sensitive canyon area between Lake Drive and Interstate 5 (I-5). The existing system collects runoff from the surrounding developed area and conveys it down a steep slope through a natural canyon and west towards the I-5. Design hydraulic analysis revealed the original pipe was significantly undersized, resulting in the failure of the system within the canyon. Due to the undersized pipe and downstream constraints, designing a new detention basin was necessary to attenuate the peak flows through the canyon. During the design period, due to significant and unusual regional rainfall events, a large sinkhole developed at the top of the project limits, eventually affecting a portion of Lake Drive and local utilities, prompting an emergency response by the City. NV5 worked closely with the City and the emergency construction crews to produce an emergency "interim" design to collect and convey the drainage. At the same time, the failed slope and adjacent roadway were reconstructed. The "interim" improvements were then incorporated into the final design condition, leading to the detention basin, avoiding the need for additional disturbance of the newly restored area.

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CONTACT INFO
darab.bouzarjomehri
@nv5.com

EXPERIENCE
38 years

EDUCATION
M.S. Management Technology

B.S. Civil/Structural Engineering

LICENSES/CERTIFICATES
Civil Engineer (CA)
No. C54870

Civil Engineer (MN)
No. 21100

PSMJ trained

Project Manager certificate (URS Corporation)

PMI PMP training completed (in process of taking the test for certification)

AFFILIATIONS
American Public Works Association (APWA)

Women Transportation Seminars (WTS)

Past President of Society of American Value Engineers (SAVE)

DARAB BOUZARJOMEHRI, PE

Civil Engineer/Designer

Mr. Bouzarjomehri is an accomplished professional engineer with over 38 years of experience in design and management of large-scale public transportation facilities involving federal, state, and local government agencies. He specializes in project management, with an outstanding history of managing projects from initial conception through final design and construction. Mr. Bouzarjomehri has superb communication skills with proven ability to build and lead highly efficient teams, training technical staff, and communicate complex concepts in understandable terms. He is highly skilled budget and schedule management and problem resolution with an excellent record of delivering challenging projects on schedule and within budget.

Project Experience

South Santa Fe Avenue Roadway Improvements

COUNTY OF SAN DIEGO | SAN DIEGO COUNTY, CA

Project Manager. Mr. Bouzarjomehri was responsible for the final design for the widening of 4,000 feet of roadway from a two-lane to a modified four-lane major roadway. The project includes a 5-foot wide, Class II Bike lane on both directions of South Santa Fe Avenue. The project also included a 14-foot concrete median with left-turn pocket, split roadway, drainage design, railroad crossing, retaining walls, and right-of-way acquisition and engineering work. His team prepared plans, specifications, and estimates, performed right-of-way mapping, alignment studies, traffic and detour plans, construction phasing, survey, and value engineering. This project required coordination with the California PUC, NCTD and Cities of San Marcos and Vista.

Scott Road/Bundy Canyon Road Widening

CITY OF MENIFEE | MENIFEE, CA

Project Design Manager. Mr. Bouzarjomehri was responsible for preparation of final construction documents for widening of 2.8 miles of Bundy Canyon/Scott Road from Haun Road to Sunset Avenue (City Limits). The existing two-lane, two-way road will be widened to an urban arterial highway with five-lane corridor, 6-foot paved shoulders and multiple purpose trail on the north side of the improvements. The widening was designed per Caltrans Geometric Standards for horizontal and vertical alignments, and current City Standards. The project required extensive alignment studies and design, relocation of existing utilities impacted by the widening, drainage study, design and construction of new culverts, design of new traffic signals, signing and marking, construction phasing, right-of-way acquisition, coordination with utility companies, post master, and included community outreach.

Espola Road Widening

CITY OF POWAY | POWAY, CA

Design Manager. Mr. Bouzarjomehri was responsible for preparation of the roadway widening design, including preparation of construction PS&E documents. Additionally, due to widening of the roadway, this project required design of two protective structural slab, over two San Jacinto-San Vicente Aqueduct 48-inch Reinforced Concrete Pipelines crossing the roadway and owned by San Diego County Water Authority (SDCWA). This design was completed to compensate for the shallow cover over the pipelines on the widened segment of the roadway. The structural design of the protective slabs were reviewed and approved by the SDCWA. The roadway widening project included survey, geotechnical drainage improvements, water quality, erosion control and QA/QC services.

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CONTACT INFO
art.biscocho@nv5.com

EXPERIENCE
30 years

EDUCATION
B.S. Civil Engineering

ART BISCOCHO

Civil Engineer/Designer

Mr. Biscocho has more than 30 years of experience as a Project Designer. He has a demonstrated ability to manage multiple projects from planning to construction close-out. He has a wealth of knowledge of the overall operational experience working with municipal agencies, and his qualifications include the ability to review and prepare construction plans, specifications and cost estimates; provide engineering counter assistance; process permits; and establish, maintain and foster positive working relationships with agency staff.

Project Experience

Beryl Street Drainage and Street Improvements

CITY OF REDONDO BEACH | REDONDO BEACH, CA

Project Engineer. Mr. Biscocho provided engineering design services for the Beryl Street Drainage and Street Improvements project, including the preparation of plans, specifications and estimates. The project included roadway, intersection and drainage improvements, including green street elements; modifications to catch basins; pedestrian crossing enhancements through curb ramp and pedestrian signal upgrades; incorporation of Living Street Design principles, traffic calming elements to enhance safety, mobility, and access for users to accommodate a variety of transportation modes; and signing and striping.

Industrial Way Water Quality and Storm Drain Improvements

CITY OF COSTA MESA | COSTA MESA, CA

Project Designer. Mr. Biscocho prepared plans, specifications and estimates for the elimination of the flooding and water quality problems caused by the deficiencies within the existing storm drain system. The project consisted of installing an underground detention/infiltration facility within an open grass field located south of the Anaheim Avenue and 19th Street intersection. The detention/infiltration area measures 190 feet wide by 160 feet long with a depth of 3 feet. A 2-feet-by-10-feet RCB inflow and an 18-inch diameter outlet pipe connects to the existing storm drain system located within Anaheim Avenue. The new basin accommodates 1.5 acre-feet to 2 acre-feet. Next to the existing 30-inch pipeline located in Anaheim Avenue from Plumer to 18th Street, a parallel storm drain facility within Anaheim Avenue was constructed. The storm drain system consists of 1,000 LF of 10-feet-by-3 feet RCB.

FY 2022-23 Pavement Management Program Implementation

CITY OF GLENDALE | GLENDALE, CA

Project Engineer. Mr. Biscocho is providing engineering design services for the City's Fiscal Year 2022-23 Pavement Management Program Implementation project. Improvements include selective removal and repair of concrete curbs and gutters, sidewalks, driveways, cross gutters, catch basins, bus pads, and alley aprons; pavement repairs, including full-depth reconstruction, rubberized asphalt pavement wearing course (ARHM), crack seal, Asphalt Rubber Aggregate Membrane (ARAM), and Slurry Seal Type II; sewer point repairs based on City-provided CCTV videos; utility pull box relocation; storm drain infrastructure analysis and design, including hydrology and hydraulic analysis if needed; installation of survey well monuments; tree plantings, including coordinating with the City for tree species and locations; and review of the City's Bicycle Master Plan and design of plans according to recommendations.

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CONTACT INFO
steve.novak@nv5.com

EXPERIENCE
25 years

EDUCATION
A.S. Building Technology

LICENSES/CERTIFICATES
Certificate, Master Planning Communities

STEPHEN NOVAK

Civil Engineer/Designer

Mr. Novak has more than 25 years of experience in civil, environmental and geotechnical engineering. His expertise includes the conceptual planning, design and preparation of rough to precise grading plans; land use studies and preliminary engineering; street design; and water, sanitary sewer, street and storm drain plans. His projects encompass residential, wastewater and infrastructure, mountain and hillside, golf and resort, and commercial projects. His strengths as a designer/planner are first built on natural landforms development that integrates the environmental, cultural and economic imperatives of the client and community, providing creative and innovative design solutions. Mr. Novak is proficient with AutoCAD C3D, Word and Excel software applications.

Project Experience

Annual Residential Street Rehabilitation (Phases 1 and 2)

CITY OF COMPTON | COMPTON, CA

Project Designer. Mr. Novak was responsible for preparing plans, specifications and estimates for the City's annual residential street rehabilitation projects. The scope of work included review and analysis of the City's existing Pavement Management Study; research of the City's existing street plan information; performing necessary soil investigations and coring samples; utilities notification and coordination; topographic survey; field review; and improvements to street pavement, street drainage, curb and gutter, sidewalk, and ADA curb ramps.

Residential Streets South of Florence Avenue (Triangle) Street Improvements

CITY OF SANTA FE SPRINGS | SANTA FE SPRINGS, CA

Project Engineer. Mr. Novak is providing engineering design services for the preparation of plans, specifications and cost estimates for residential street segments. The scope of work consists of pavement improvements, including grind and overlay using Fiber Reinforced Asphalt Concrete (FRAC), slurry seal with fiber reinforcements, curb and gutter, sidewalks, driveway approaches and curb ramp improvements. NV5 also provided survey services for the project.

Beryl Street Drainage and Street Improvements from Prospect Avenue to Flagler Lane

CITY OF REDONDO BEACH | REDONDO BEACH, CA

Project Engineer. Mr. Novak provided engineering design services for the Beryl Street Drainage and Street Improvements project, including the preparation of plans, specifications and estimates. The project included roadway, intersection and drainage improvements, including green street elements; modifications to catch basins; pedestrian crossing enhancements through curb ramp and pedestrian signal upgrades; incorporation of Living Street Design principles, traffic calming elements to enhance safety, mobility, and access for users to accommodate a variety of transportation modes; and signing and striping. The project provided the opportunity to enhance walkability, install curb bulb-outs to reduce pedestrian crossing distances and calm traffic, and install Class II bicycle lanes. The scope of work included field investigation, topographical survey, utility coordination, providing various pavement rehabilitation and site improvement alternatives, conceptual design options, CEQA documentation, and bid and construction support.

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CONTACT INFO
gerald.tom@nv5.com

EXPERIENCE
35 years

EDUCATION
B.S. Civil Engineering

LICENSES/CERTIFICATES
Civil Engineer (CA)
No. 51209

Traffic Engineer (CA)
No. 2541

GERALD TOM, PE, TE

Civil Engineer/Designer

Mr. Tom has 35 years of progressive experience in design, technical specifications preparation, construction management, project management and personnel management. He has a thorough understanding of project management from the planning and design phases through the construction phase. His tasks have included preparing schedules, project budgets and materials and labor specifications, as well as coordinating with multiple stakeholders. He has held various positions at cities, for which he has managed capital improvement programs, reviewed and approved plans and managed construction of contract work for compliance with plans and specifications.

Project Experience

Senior Civil Engineer

CITY OF GLENDALE PUBLIC WORKS, TRAFFIC AND TRANSPORTATION DIVISION | GLENDALE, CA

Senior Civil Engineer. As Senior Civil Engineer, Mr. Tom's duties included:

- Managing the Traffic and Transportation Capital Improvement Program. Projects included Traffic Signal Improvements, Street Improvements involving signing and striping improvements, At-Grade Railroad Crossing Improvements, Intelligent Traffic System Improvements, Pedestrian Improvements, and Safe Routes to Schools
- Preparing schedules, project budgets, and specifications for materials and labor
- Drafting and reviewing reports and specifications, including construction schedules, environmental impact studies and project designs
- Evaluating transportation systems and traffic control devices to determine need for modification
- Coordinating with contractors, utility companies, and government agencies to implement projects

On-Call City Engineering (Staff Augmentation)

CITY OF LA HABRA HEIGHTS | LA HABRA HEIGHTS, CA

City Engineer. Mr. Tom and our team provide comprehensive engineering services for assistance with project management, construction management and inspection, civil engineering design, NPDES, reviewing preliminary grading on planning applications, plan check applications, plan check for engineering and grading, review and approval of tentative and final tract maps, and other services typically provided to a municipality. Mr. Tom also provides plan check services for all City plan reviews.

General Engineering (Staff Augmentation)

CITY OF LAGUNA WOODS | LAGUNA WOODS, CA

City/Traffic Engineer. Mr. Tom and our team provide traffic and general engineering services on an as-needed basis. Services include: conducting and reviewing traffic engineering, traffic analysis, and transportation planning studies; providing analysis of existing and projected traffic conditions; providing electronic traffic control device studies and design; performing pedestrian studies; plan check services; and reviewing new development projects involving traffic impact analysis, modeling, and road impact fee analyses.

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CONTACT INFO
matthew.ronquillo
@nv5.com

EXPERIENCE
2 years

EDUCATION
B.S. Civil Engineering

A.S. Engineering

A.A. Science & Mathematics

MATTHEW RONQUILLO

Assistant Engineer

Mr. Ronquillo is an Assistant Engineer experienced in the plan check, design and administration of public works projects. He is skilled in AutoCAD, ArcGIS, Civil 3D, structural analysis, and analyzing design and contract documents. He is well-versed in the Greenbook, Standard Plans for Public Works Construction, and interpreting City standards.

Project Experience

FY 2022-23 Pavement Management Program Implementation

CITY OF GLENDALE | GLENDALE, CA

Assistant Engineer. Mr. Ronquillo is providing engineering design services for the City's Fiscal Year 2022-23 Pavement Management Program Implementation project. Improvements include selective removal and repair of concrete curbs and gutters, sidewalks, driveways, cross gutters, catch basins, bus pads, and alley aprons; pavement repairs, including full-depth reconstruction, rubberized asphalt pavement wearing course (ARHM), crack seal, Asphalt Rubber Aggregate Membrane (ARAM), and Slurry Seal Type II; sewer point repairs based on City-provided CCTV videos; utility pull box relocation; storm drain infrastructure analysis and design, including hydrology and hydraulic analysis if needed; installation of survey well monuments; tree plantings, including coordinating with the City for tree species and locations; and review of the City's Bicycle Master Plan and design of plans according to recommendations. Services include field review; utility coordination and notification; topographic survey; geotechnical investigation; preparation of preliminary and final plans, specifications and estimates; and bid and construction support.

Residential Alley Improvements

CITY OF SANTA FE SPRINGS | SANTA FE SPRINGS, CA

Assistant Engineer. Mr. Ronquillo is assisting the team that is providing engineering design services for 10 alley segments for the Residential Alley Improvements project. Services include utility notification and coordination; topographic survey; pavement investigation and report that will include a recommendation for subgrade preparation, soil corrosion potential, and pavement design options; and preliminary and final plans, specifications and cost estimate.

FY 2023-24 Street Rehabilitation

CITY OF PLACENTIA | PLACENTIA, CA

Assistant Engineer. Mr. Ronquillo is assisting the team responsible for providing engineering design services for the City's FY 2023-24 Street Rehabilitation project as part of our on-call contract with the City. The project includes repaving or slurry seal for various streets within the City. In general, the work consists of asphalt overlay, slurry seal; replacement of damaged sidewalk, curb, and gutter; and new signing, striping, markings, and pavement legends. The work includes the preparation of two bid packages – one for residential/local streets and one for arterial streets. NV5 will prepare storm drain improvement plan for the intersection of Walnut Avenue and Center Street based on the Storm Drain Master Plan Update and prepare preliminary and final bid packages and cost estimates for the project. NV5 will also provide construction support services.

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CONTACT INFO
jennifer.peterson
@nv5.com

EXPERIENCE
27 years

EDUCATION
B.S. Civil Engineering

LICENSES/CERTIFICATES
Civil Engineer (CA)
No. 67821

Qualified SWPPP Developer/Qualified SWPPP Practitioner

Certified Floodplain Manager

Certified Professional in Erosion & Sediment Control

LEED Accredited Professional

JENNIFER PETERSON, PE, CFM, QSD/P, CPESC, LEED AP

Civil Engineer + Hydrology/Hydraulics + WQMP/SWPPP/NDPES

Ms. Peterson is an engineering manager with 27 years of focused experience working in the water resources field and managing stormwater quality and drainage projects — from the planning stages all the way through design and construction. She has managed stormwater inspection staff throughout the State of California and provides assistance to other offices and project managers in preparing technical documents and addressing challenging issues related to the State's General Construction Permit, and Phase I and II Municipal (MS4) Permits. She has managed stormwater programs for various agencies throughout the state, which has included preparation and review of technical documents, creating tools for efficient plan check reviews, stormwater permitting training, review and editing of technical specifications, and management of various stakeholders and subconsultant staff (both design and field).

Project Experience

Lake Drive Storm Drain Replacement

CITY OF ENCINITAS | ENCINITAS, CA

Project Engineer. Ms. Peterson is providing engineering design services for the project, which involves the replacement of approximately 2,000 feet of failed 48-inch corrugated metal pipe (CMP) with new reinforced concrete pipe (RCP) through an environmentally sensitive canyon area between Lake Drive and Interstate 5 (I-5). The existing system collects runoff from the surrounding developed area and conveys it down a steep slope through a natural canyon and west towards the I-5. Design hydraulic analysis revealed the original pipe was significantly undersized, resulting in the failure of the system within the canyon. Due to the undersized pipe and downstream constraints, designing a new detention basin was necessary to attenuate the peak flows through the canyon. During the design period, due to significant and unusual regional rainfall events, a large sinkhole developed at the top of the project limits, eventually affecting a portion of Lake Drive and local utilities, prompting an emergency response by the City. NV5 worked closely with the City and the emergency construction crews to produce an emergency "interim" design to collect and convey the drainage. At the same time, the failed slope and adjacent roadway were reconstructed. The "interim" improvements were then incorporated into the final design condition.

As-Needed Stormwater Services

UNIVERSITY OF CALIFORNIA SAN DIEGO | SAN DIEGO, CA

Project Manager. Ms. Peterson served as Project Manager for an As-Needed Stormwater Contract in which NV5 is providing Owner's Representative services to support UCSD's stormwater program, mainly related to the Construction General Permit (CGP) and the Phase II NPDES Permit. NV5 services include: review of Contractor SWPPPs, conducting BMP audits for active construction sites, coordination of REAPS and all rain event inspections with contractors, support of UCSD staff in filing Annual Reports and other information needed for upload to SMARTS, providing training as needed on permit requirements, and representation of Owner (UCSD) in the event of any stormwater violations.

Quarry Road Bridge & Roadway Improvements

COUNTY OF SAN DIEGO | SAN DIEGO COUNTY, CA

Project Engineer. Ms. Peterson was responsible for performing hydraulic and scour calculations, and design of water quality treatment facilities for a proposed bridge and roadway realignment.

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CONTACT INFO
luanne.bean@nv5.com

EXPERIENCE
35 years

EDUCATION
M.S. Civil Engineering

B.S. Civil Engineering

LICENSES
Civil Engineer (CA)
No. 50129

Former Class A General Engineering Contractor

REGISTRATIONS
FEMA OPS - I

HAZMAT First Responder/ Operations Level

DOT Offers of Bulk and Non-Bulk HAZMAT Packages

Nuclear Waste Safety for Workers

LUANNE BEAN, PE

Civil Engineer (Wastewater)

Ms. Bean has more than 35 years of experience in the engineering, design, and construction of water and wastewater projects. As a Registered Civil Engineer and a former Class A General Engineering Contractor, Ms. Bean has seen construction from both sides of the fence. Her technical skills include specialized structural analysis and design of large 600-MGD water treatment plants, pipelines up to 12 feet in diameter, mechanical analysis, SCADA & I&C oversight and coordination, diesel generator design and AQMD permitting, the preparation of engineering plans, specifications and cost estimates, as well as construction management. She has held various positions with many public agencies, including Structural Discipline Director for Southern Nevada Water Authority's $6B CIP program, for which she specialized in structural and forensic analysis, Project Manager for the Metropolitan Water District, and Project Officer in charge of disaster funding across three states and five counties for FEMA.

Project Experience

Sewer Line Crossing at Johnson Avenue and Metrolink/SCRRA and UPRR Railroads

CITY OF EL MONTE | EL MONTE, CA

Project Manager/Senior Engineer. Ms. Bean is responsible for providing emergency engineering design services for the Sewer Line Crossing at Johnson Avenue and Metrolink/SCRRA and UPRR Railroads. Due to an additional railroad track proposed by SCRRA to meet the needs of the upcoming Olympics, the City must encase an 8-inch gravity sewer line that runs north from Johnson Avenue underneath the existing railroad tracks to the alley beyond. A new 12-inch sewer main will be jack and bored at the southern limit of the railroad right-of-way at Johnson Avenue, underneath the existing and future railroad rails, overtop the slot within the Los Angeles County Flood Control District's existing storm drain, to the alley north of the existing railroad right-of-way.

Sewer Main Along Portuguese Bend

CITY OF ROLLING HILLS | ROLLING HILLS, CA

Project Manager/Senior Engineer. Ms. Bean is responsible for providing engineering design services for the 8-inch sewer main along Portuguese Bend Road/Rolling Hills Road. The City evaluated the feasibility of connecting a portion of the City to a nearby existing wastewater conveyance system. Based on the sewer feasibility study, it was recommended to install a new 8-inch sewer main along Portuguese Bend Road and upgrade the existing sewer main along Rolling Hills Road to a 10-inch and 12-inch sewer main prior to connecting to the Los Angeles County Trunk line.

Pearl Avenue Sewer Replacement

CITY OF COMPTON | COMPTON, CA

Project Manager/Senior Engineer. Ms. Bean is serving as Project Manager and Lead Constructability Review Engineer for the preparation of updated engineering design PS&E for the project. There are 29 plan sheets and a full set of construction specifications prepared in the old CSI format signed and sealed by the City's former Public Works Director from January 2016. The City requested NV5 to perform a constructability review on the plans, discuss with the City any cost-savings recommendations, update construction costs estimate, update construction specs, and incorporate updated underground utility research on the current set of plans. There is an additional reach of 400 LF Pearl Avenue Sewer Additions that are not included in the previous 29 sheets that the City needs to be added to this project.

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CONTACT INFO
julian.palacios@nv5.com

EXPERIENCE
23 years

EDUCATION
M.S. Environmental Engineering

B.S. Civil Engineering

LICENSES/CERTIFICATES
Civil Engineer (CA)
No. 67735

Civil Engineer (Mexico)
No. 2760774

Certificate Urban Water Management Plan Training

AFFILIATIONS
American Society of Civil Engineers (ASCE)

JULIAN PALACIOS, PE

Civil Engineer (Wastewater)

Mr. Palacios is an engineering manager with 23 years of experience providing planning, design, construction support services and feasibility studies for water and wastewater treatment, water distribution, wastewater collection, and hydraulic modeling of water and wastewater systems.His experience includes completing water and wastewater infrastructure projects for local public agencies, including the City of Oceanside, City of Carlsbad, City of Vista, Vallecitos Water District, Olivenhain Municipal Water District, Ramona Municipal Water District and the San Diego County Water Authority.

Project Experience

Lake Boulevard Sewer Improvements

CITY OF OCEANSIDE | OCEANSIDE, CA

Project Manager. Mr. Palacios was responsible to prepare construction documents for a gravity sewer line replacement along Lake Boulevard and College Boulevard in Oceanside. The existing gravity system utilizes an above-ground cast iron pipe supported by concrete pillars to convey wastewater across Buena Vista Creek and connects to a main trunk sewer pipeline. Over the years, the above-ground pipeline had been damaged by floating debris as flow in the creek increased during wet weather conditions. The project included rerouting existing 8-inch and 12-inch gravity sewers, a 16-inch force main, and a 6-inch lateral from an adjacent senior community center and reconnecting these pipelines to the proposed 15-inch sewer along Lake Boulevard and College Boulevard. Services included surveying and mapping, hydraulic modeling, geotechnical investigation, environmental documents, coordination with the City of Carlsbad and Caltrans, traffic control plans for surveying and potholing, structural design of a concrete encasement for a shallow culvert crossing, preparation of plans and specifications for pipeline construction, review of closed-caption television videos, and construction support services.

Imperial Avenue Sewer Pipeline

CITY OF EL CENTRO | EL CENTRO, CA

Project Manager. Mr. Palacios was responsible for sewer improvements along Imperial Avenue to improve the reliability of the City's main sewer pipeline. The 30-inch VCP pipeline is located within the Imperial Avenue roadway, a key North/South traffic route for accessing Interstate 8. The 2-mile alignment is adjacent to the regional hospital, two schools, residential areas, high traffic intersections, and a business district. The pipeline had deteriorated due to normal wear and tear, initial construction, seismic events, and surface loading. Mr. Palacios reviewed the CCTV videos provided by the City, developed alternatives to address identified deficiencies and oversaw the preparation of design documents for bidding. He directed NV5's surveying and engineering services and coordinated utility potholing and geotechnical investigation. He also coordinated with Caltrans and Union Pacific Railroad, as portions of the improvements fell within their right-of-way.

Main Lift Station

CITY OF EL CENTRO | EL CENTRO, CA

Project Engineer. Mr. Palacios was responsible for preparing final design plans and specifications for the upgrade of the City of El Centro Main Lift Station. The project includes upgrading to submersible dry pit pumps, providing staircase access to the pump room, installing a Bioxide odor control system, installing variable frequency drives, and upgrading the controls and alarm system to tie into the City's SCADA system.

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CONTACT INFO
steven.granados@nv5.com

EXPERIENCE
17 years

EDUCATION
B.S. Civil Engineering

LICENSES/CERTIFICATES
Civil Engineer (CA)
No. 74823

Qualified SWPPP Developer/Qualified SWPPP Practitioner
No. 24004 (CASQA)

STEVEN GRANADOS, PE, QSD/P

Civil Engineer (Wastewater)

Mr. Granados has 17 years of experience with NV5 providing project engineering on a variety of water and wastewater projects for local public agencies, including project management, planning, engineering design, and preparation of preliminary engineering reports. He has extensive knowledge of software engineering tools such as AutoCAD, Land Desktop, SewerCAD, Flowmaster, and Microsoft Office.

Project Experience

Lake Boulevard Sewer Replacement Design

CITY OF OCEANSIDE | OCEANSIDE, CA

Project Engineer. Mr. Granados prepared construction documents for a gravity sewer line replacement. The existing gravity system utilizes an above-ground cast iron pipe supported by concrete pillars to convey wastewater across Buena Vista Creek and connects to a main trunk sewer pipeline. The project includes rerouting existing 8-inch and 12-inch gravity sewers, a 16-inch force main, and a 6-inch lateral from an adjacent senior community center and reconnecting these pipelines to the proposed 15-inch sewer along Lake Boulevard and College Boulevard. NV5 services include surveying and mapping, hydraulic modeling, geotechnical investigation, environmental documents, coordination with the City of Carlsbad and Caltrans, traffic control plans for surveying and potholing, structural design of a concrete encasement for a shallow culvert crossing, preparation of plans and specifications for pipeline construction, review of CCTV videos, and construction support services.

Agua Hedionda Lift Station

SAN DIEGO GAS & ELECTRIC | VISTA, CA

Project Engineer. Mr. Granados prepared the design of temporary emergency bypass pumping for the Agua Hedionda Lift Station during construction of an upgraded pumping facility adjacent to the site. As design lead of a design/build team, NV5 prepared designs for the installation of two diesel-motor driven 10,500-gallons-per-minute bypass pumps, above-ground suction and discharge bypass piping, concrete bypass storage vault, and connection to an existing discharge manhole. The project required coordination between multiple agencies as the lift station is co-owned by the City of Vista and City of Carlsbad, operated by Encina Wastewater Authority, and located at the NRG Energy Encina Power Station.

Septic-to-Sewer Design Services

CITY OF TWENTYNINE PALMS | TWENTYNINE PALMS, CA

Project Engineer. Mr. Granados prepared the plans for the City of Twentynine Palms (City), a rural disadvantaged community in San Bernardino County, to develop a citywide wastewater collection and treatment system. NV5 provided final design services for Phase 1 of the collection system, which included aerial topography, right-of-way mapping, geotechnical investigation, and existing utility mapping. The design includes 27 miles of gravity trunk and collector sewer mains, approximately 1,500 new sewer lateral connections, one pump station, and 3,300 LF of force main. NV5 also provided Clean Water State Revolving Fund (CWSRF) application assistance.

Docusign Envelope ID: 5AEE70A7-A1ED-490B-9A9F-20CD27F768A2

CONTACT INFO
nona.espinosa@nv5.com

EXPERIENCE
33 years

EDUCATION
B.S. Civil Engineering

LICENSES/CERTIFICATES
Civil Engineer (CA)
No. 60547

Certificate Erosion Control Compliance with NPDES Phase II - APWA

Certificate Fundamentals of Erosion Control & Rolled Erosion Control Pro - John Towns & Associates, Inc.

AFFILIATIONS
APWA

NONA ESPINOSA, PE

Hydrology/Hydraulics

Ms. Espinosa brings 33 years of experience as a design engineer on numerous water resource projects. She has performed hydrology and hydraulic analysis of storm systems as well as hydraulic calculations to determine pipe size, flow demands, capacities, and other pertinent data for sanitary sewer and water systems. Her designs include erosion control sites, hydraulic structures, sanitary sewer systems, water systems, pump stations, wastewater and drainage systems, and a snow making system.

Ms. Espinosa is skilled in a number of modeling and engineering design programs including AutoCAD, Cybernet, WaterCAD, H2Onet, Flow Master, Culvert Master, StormCAD, XPSWMM, PondPack, HEC-RMS, HEC-RAS, HEC-1, HEC-HMS, HEC-2, FAAST, and Primavera.

Project Experience

Focused Update to City Drainage Master Plan

CITY OF IMPERIAL BEACH | IMPERIAL BEACH, CA

Hydrology/Hydraulics. Ms. Espinosa performed hydrologic/hydraulic engineering services to model the surface drainage system for four localized areas of concern that include the area of 8th Street and Calla Avenue, Georgia Street and East Bound Imperial Beach Boulevard, 11th Street and Ebony Avenue, and Holly and Oneonta Avenue south of Grove Avenue. She reviewed the previous storm drainage study report and evaluated and performed hydrology calculations for various storm events. She created the hydraulic model to evaluate the feasibility of constructing a local stormwater pump system to alleviate flooding conditions under design storms, as well as possible diversions, potential for capacity increase, and options for attenuating low-flow events.

Power Inn Grade Separation

CITY OF SACRAMENTO | SACRAMENTO, CA

Project Engineer. Ms. Espinosa designed a drainage system for the project. She performed the hydrology and hydraulic analysis and prepared the drainage report. She analyzed the existing condition of the storm sewer system and the proposed system using StormCad software. The computer analysis determined alignments and pipe sizes. She performed inlet calculation and designed and prepared construction plans for the storm sewer system.

Mission Boulevard Improvements

FREMONT, CA

Hydrology/Hydraulics. Ms. Espinosa performed the hydrology and hydraulic analysis of the storm sewer drainage system for the project. She analyzed the existing conditions and proposed system using StormCad. The computer analysis determined alignments and pipe sizes.

Roth/Lomita Storm Drain Design

STANFORD UNIVERSITY | PALO ALTO, CA

Project Engineer/Hydraulic Modeler. Ms. Espinosa served as Project Engineer/ Hydraulic Modeler for the design of the drainage system to provide positive outfall to a realigned conveyance ditch. This project included paying close attention to existing trees when realigning the ditch as well as coordinating with the University's landscape architect. The ditch was also designed to serve as a biofiltration swale, providing stormwater treatment for the contributing drainage basin.

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CONTACT INFO
matthew.moore@nv5.com

EXPERIENCE
27 years

EDUCATION
M.S. Civil Engineering

B.S. Civil Engineering

LICENSES/CERTIFICATES
Civil Engineer (CA)
No. 56780

REGISTRATIONS
Envision Sustainability Professional (CA)
No. 10891

Qualified SWPPP Developer/Qualified SWPPP Practitioner
No. 00046

Trainer of Record for QSD/QSP No. 00046

AFFILIATIONS
American Society of Civil Engineers

MATTHEW MOORE, PE, ENV, SP, QSD/P, TOR

Hydrology/Hydraulics

Mr. Moore brings more than 27 years of experience in water resources, including hydrologic and hydraulic engineering design for flood control, drainage, green infrastructure, water quality, and erosion control facilities. His work includes FEMA Flood Insurance Rate Map letters of map amendment/revision (LOMA/R) review for FEMA and preparation of floodplain studies and LOMRs for developers and municipalities. He has extensive experience in hydrologic and hydraulic analyses, including preparation of storm drainage plans and stormwater quality best management practices (BMP) design and documentation.

Project Experience

Cannon Creek Culvert Replacement

CALTRANS DISTRICT 7 | VENTURA COUNTY, CA

Hydrology/Hydraulics. Mr. Moore prepared hydrology calculations and provided quality control review and design oversight for HEC-RAS hydraulic and HEC-18 scour analyses and culvert design plans for a culvert replacement under a Caltrans maintenance access road. The purpose was to replace two existing 48-inch culverts and maintain access to a disposal facility site and prevent major road closure through maintenance strategies. A natural bottom culvert was requested to mitigate environmental impacts to the natural creek. Project plans and reports were reviewed by the U.S. Army Corps of Engineers and Caltrans District 7.

State Route 76 Floodplain Analysis and Drainage Design

COUNTY OF SAN DIEGO/GRANITE CONSTRUCTION | SAN DIEGO COUNTY, CA

Drainage Lead. Mr. Moore was the drainage lead for engineering construction drawings for a 2.3-km widening and realignment of State Route 76 along San Luis Rey River and bridge widening along a river tributary east of Interstate 15. Mr. Moore's duties included the preparation of hydrology and hydraulic analyses, reports, and storm drain design for final engineering construction drawings, including Rational Method and Unit Hydrograph Method hydrology calculations, culvert, ditch and inlet design and analysis using WSPG-W and hydraulic floodplain calculations and mapping using HEC-RAS; bridge scour analysis using HEC-18; sediment transport and scour protection design along San Luis Rey River using HEC-6 and HEC-23; and FEMA CLOMR/LOMR preparation and processing.

BNSF Cajon Main Third Track Hydrology and Hydraulics Analysis

BNSF RAILWAY | SAN BERNARDINO COUNTY, CA

Hydrology/Hydraulics. The project consisted of preparation of EIR/EIS documentation and final engineering construction drawings for 15 miles of proposed third main heavy rail track from Summit to Keenbrook. Mr. Moore's duties included preparing pre- and post-project hydrology and hydraulic analyses of over 70 culverts/bridges using Rational Method, USGS Regression Equations, CulvertMaster, WSPG-W, HEC-RAS, and HEC-18 Scour Analysis. He analyzed and mapped 10- and 100-year floodplains for over 10 stream miles using HEC-RAS. He provided preliminary design of proposed culvert extensions, energy dissipation, and bridge scour countermeasures. He prepared EIR/EIS Hydrology Technical Report, EIR/EIS impacts and mitigation measures discussion, and Final Engineering Hydrology and Hydraulic Reports.

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CONTACT INFO
david.schott@nv5.com

EXPERIENCE
40 years

EDUCATION
M.S. Structural Engineering

B.S. Civil Engineering

LICENSES/CERTIFICATES
Civil Engineer (CA)
No. C22286

Structural Engineer (CA)
No. S2470

TRAINING
NHI Inspector Training, FHWA-NHI-130055, Safety Inspection of In-Service Bridges

DAVID SCHOTT, PE, SE

Structural Engineer

Mr. Schott has over 40 years of experience in all phases of California bridge engineering that began as an Engineer with the Caltrans Office of Structures as a bridge design engineer, resident engineer in construction and bridge site preliminary planner. His qualifications are unique in that they encompass a bridge design background with extensive experience in all phases of transportation structures planning, design, and construction administration. He has been recently providing design in accordance with Caltrans AASHTO LRFD and Seismic Design Criteria (SDC) using specialized finite element analysis programs, including SEISAB, SAP, CT Bridge, VBent, and VBridge.

Project Experience

Trona Road Bridge Repairs

COUNTY OF SAN BERNARDINO | SAN BERNARDINO COUNTY, CA

Structural Engineer. Mr. Schott is providing structural engineering design services for the Trona Road Bridge Repair project, which includes retrofit/repair of the existing wingwalls. Repairs are expected to include, but not be limited to, roadway excavations, structural backfill, installation and tensioning of tie-back anchors to realign wingwalls, repair headwall, re-install bridge railing, and AC pavement of roadway. NV5 will also analyze the construction feasibility of the retrofit/repairs and prepare the civil and structural final design plans and specifications in a manner that prevents full road closure during construction.

Murrieta Road Bridge over Salt Creek

CITY OF MENIFEE | MENIFEE, CA

Structural Engineer. Mr. Schott is providing structural engineering design services for the Murrieta Road Bridge Over Salt Creek project. The project will increase traffic capacity traveling north/south along Murrieta Road connecting to Valley Boulevard and improve drainage, as this area frequently experiences flooding during heavy rain. The project is located along Murrieta Road between Park City Avenue and Camino Del Sol Norte and consists of the construction of roadway (widening) and a bridge spanning the length of Salt Creek, approximately 470 feet. The bridge will consist of a 4-lane span with pedestrian sidewalks and a signalized trail crossing. This project will investigate the horizontal and vertical alignment to meet 100-year flood limits.

Canyon Road Bridge Replacement

TOWN OF MORAGA

Structural Engineer. Mr. Schott is providing structural engineering design services for design of the bridge and soldier pile retaining walls. The previous narrow two-lane bridge was designated as Functionally Obsolete and was approved for replacement. The bridge is being constructed in two stages to allow traffic access across the creek during construction using one-way passage with automatic traffic signals. The new bridge provides two 12-foot lanes, two 5-foot shoulders, a 10-foot, 6-inch cycle track and channel overlook. The bridge was designed in accordance Caltrans AASHTO LRFD Design Specifications and Seismic Design Criteria.

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CONTACT INFO
kyle.liu@nv5.com

EXPERIENCE
22 years

EDUCATION
Ph.D. Civil/Structural Engineering

M.S. Bridge & Tunnel Engineering

B.S. Bridge & Tunnel Engineering

REGISTRATIONS/ CERTIFICATIONS
Civil & Structural Engineer (WA) No. 45084; Civil Engineer (CA) No. C74162; Civil and Structural Engineer (ID) No. P-21817

Professional Engineer of Alberta, Canada License No. 237624

KYLE LIU, PH.D, PE, SE

Structural Engineer

Kyle has more than 22 years of experience involving structural analysis/evaluation/ design, civil/structural design management, load ratings, feasibility studies, conceptual plans, cost estimates, preparation of preliminary and final plans and specifications, and construction management/support of transportation and waterfront structures in the U.S. and abroad.

Project Experience

SR 99/Mitchell Road/Service Road Diverging Diamond Interchange (DDI)

CITY OF CERES | CERES, CA

Project Manager/Structural Lead. This project involves designing a $20M DDI project that includes six cast-in-place and post-tensioned multiple-cell box girder bridges and several segments of road construction for the nearby roadway network, including SR-99, Mitchell Road, and Service Road. Bridges include two Service Road overcrossings. Both are two-span, 204-foot-long bridges. One Service Road overhead is 165 feet long, 168 feet wide and spans over UPRR rail tracks. Two single-span, 44-foot-long bridges span over the Main Canal, and one 299-foot-long, three-span bridge carries SR-99 and spans over the SR-99 SB on-ramp. Mr. Liu is working with the City Engineer and managing multi-disciplinary design services, including bridge and structural design, roadway design, traffic study, geotechnical engineering, survey and right-of-way, and environmental permitting. He is leading the effort in coordinating with other stakeholders, including various utility owners and railway agencies like UPRR and CPUC. He is responsible for earned value analysis and budget/schedule control, scope monitoring and change orders, QC procedure implementation, and monthly design progress reports.

Avenue 50 Bridge over Coachella Valley Stormwater Channel

CITY OF COACHELLA | COACHELLA, CA

Project Manager/Structural Lead. Mr. Liu led the team and completed the independent design check for this project. The Avenue 50 Bridge over the Coachella Valley stormwater channel is a 5-span, 605-foot-long, Cast-in-Place and post-tensioned, box girder bridge. The bridge is on a horizontal curve with a radius of 1,450 feet, and all abutments and bents are heavily skewed with skews varying from nearly 33 to 46.5 degrees, depending on bent and abutment locations. The superstructure is a nine-cell box girder with deck width varies approximately from 92 feet to 102 feet. Each bent of the substructure consists of four (4) 5.5-foot-diameter columns supported by 96-inch Type II CIDH piles. The design followed AASHTO LRFD Bridge Design Specifications with California Amendments, Caltrans Seismic Design Criteria (SDC) Version 2.0, and Caltrans Standard Plans.

Geneva Road Bridges #2 & #3 Replacement

REDWOOD NATIONAL PARK, CA

Project Manager and Structural Lead. Mr. Liu managed and delivered two single-span, 74-foot-long, prestressed Bulb-Tee girder bridges with existing abutments being reused. Both bridges are 17 feet wide and consist of three girder lines. The new girders are shallower than the existing total structural height. Therefore, the existing abutment seats must be extended. New shear keys are also provided to satisfy seismic design requirements.

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CONTACT INFO
j.braley@nv5.com

EXPERIENCE
45 years

EDUCATION
General Education courses

Land Survey courses

Land Surveying Fundamentals

AutoCAD Level 1 & Level 2

Global Positioning Survey course

GIS course

LICENSES/CERTIFICATES
Professional Land Surveyor (CA) No. 8446

Professional Land Surveyor (NV) No. 19903

J BRALEY, PLS

Survey

Mr. Braley has more than 45 years of experience as a Land Surveyor in California, Oregon, Washington, Nevada, and Virginia for public works agencies, institutional agencies, and private land developers. He has a strong background in right-of-way mapping, boundary and title-related issues as well as topographic surveys, horizontal and vertical control, final monument and construction staking. Mr. Braley was the survey project manager on several large projects including the mapping for over 100 sections, resolving the boundaries on over 1,800 parcels within those sections and resolved boundaries for 30 miles of the Los Angeles Aqueduct.

Project Experience

Street Improvements Design for Residential Streets South of Florence Avenue (Triangle)

CITY OF SANTA FE SPRINGS | SANTA FE SPRINGS, CA

Survey Manager. Mr. Braley provided surveying services for the preparation of plans, specifications and cost estimates for residential street segments. The scope of work consisted of pavement improvements, including grind and overlay using Fiber Reinforced Asphalt Concrete (FRAC), slurry seal with fiber reinforcements, curb and gutter, sidewalks, driveway approaches and curb ramp improvements.

Sewer Line Crossing at Johnson Avenue and Metrolink/SCRRA and UUPR Railroads

CITY OF EL MONTE | EL MONTE, CA

Survey Manager. Mr. Braley is providing surveying services as part of the team providing emergency engineering design services for the Sewer Line Crossing at Johnson Avenue and Metrolink/SCRRA and UUPR Railroads. Due to an additional railroad track proposed by SCRRA to meet the needs of the upcoming Olympics, the City must encase an 8-inch gravity sewer line that runs north from Johnson Avenue underneath the existing railroad tracks to the alley beyond. A new 12-inch sewer main will be jack and bored at the southern limit of the railroad right-of-way at Johnson Avenue, underneath the existing and future railroad rails, overtop the slot within the Los Angeles County Flood Control District's existing storm drain, to the alley just north of the existing railroad right-of-way. Services include preparing the plans, specifications and cost estimates; utility research; temporary water high lining and sewer bypassing to keep the facilities online during construction; land surveying; geotechnical report; and coordination with the railroad.

Phelan Road in the Phelan Area

COUNTY OF SAN BERNARDINO | PHELAN, CA

Survey Manager. Mr. Braley is providing surveying services for the design of Phelan Road, Phelan Area. The project includes pavement rehabilitation and reconstruction on Phelan Road, from State Route 138 east to Los Banos Avenue, new or replacement of existing ADA ramps at 19 locations, and traffic signal installation at Clovis Road in the Phelan area. Services include utility coordination; preparation of legal descriptions and plats; preparation of traffic signing and striping plans and a pedestrian traffic plan; traffic signal modification plans for any ramp locations necessary to provide ADA compliance; environmental services support, including preparation of plans, reports and/or applications for a Stormwater Pollution Prevention Plan; and advertising, bidding and construction support.

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CONTACT INFO
joel.paulson@nv5.com

EXPERIENCE
40 years

EDUCATION
M.A. Near Eastern Studies/Egyptology

B.A. Near Eastern Studies/ Egyptology

LICENSES/CERTIFICATES
Land Surveyor (CA) No. 6637

GIS Professional (GISP) No. 90366

AFFILIATIONS
Urban and Regional Information Systems Association (URISA)

California Land Surveyors Association (CLSA)

JOEL PAULSON, PLS, GISP

Survey

Mr. Paulson is a Licensed Land Surveyor who has been working in the field of surveying and mapping for over 40 years. He has worked with Geographic Information Systems (GIS) since 1991 and has a certificate in GIS from the University of California Riverside Extension program. His educational background is in archaeology, specifically Egyptology, and he continues to work on multiple expeditions in Egypt, applying his mapping and GIS knowledge to those projects. He has been working with close-range photogrammetry since the late 90s and with laser scanning (LiDAR) since 2008. Mr. Paulson is now applying his extensive knowledge of these technologies to providing mapping services through the use of Unmanned Aerial Vehicles (UAV) and has implemented an Unmanned Aerial System (UAS)-based LiDAR data acquisition program for power line and topographic mapping.

Project Experience

Phase 7 Inflow and Infiltration Mitigation Sewer Improvements

CITY OF LA MESA | LA MESA, CA

Surveyor. Mr. Paulson provided land surveying services for the Phase 7 Inflow and Inflow Mitigation Sewer Improvements project for the City of La Mesa (City), including field surveying and right-of-way, topographic, and planimetric mapping. The project includes CCTV review, manhole inspections, pipeline and manhole condition assessment, funding assistance, utility research and mapping, surveying, geotechnical investigation, design of approximately 8,500 LF of 8-inch replacement sewer pipelines, for the University Park neighborhood in southwest La Mesa.

Murrieta Road Bridge Over Salt Creek

CITY OF MENIFEE | MENIFEE, CA

Surveyor. NV5 is providing engineering design services for the Murrieta Road Bridge Over Salt Creek project. The project will increase traffic capacity traveling north/south along Murrieta Road connecting to Valley Boulevard and improve drainage, as this area frequently experiences flooding during heavy rain. The project is located along Murrieta Road between Park City Avenue and Camino Del Sol Norte and consists of the construction of roadway (widening) and a bridge spanning the length of Salt Creek, approximately 470 feet. The bridge will consist of a 4-lane span with pedestrian sidewalks and a signalized trail crossing. This project will investigate the horizontal and vertical alignment to meet 100-year flood limits. Services include project management, topographic survey, geotechnical evaluation and report, environmental document preparation, utility coordination, and preparation of final plans, specifications and estimate, and bidding and construction support.

Street Improvements Design for Residential Streets South of Florence Avenue (Triangle)

CITY OF SANTA FE SPRINGS | SANTA FE SPRINGS, CA

Surveyor. Mr. Braley provided surveying services for the preparation of plans, specifications and cost estimates for residential street segments. The scope of work consisted of pavement improvements, including grind and overlay using Fiber Reinforced Asphalt Concrete (FRAC), slurry seal with fiber reinforcements, curb and gutter, sidewalks, driveway approaches and curb ramp improvements.

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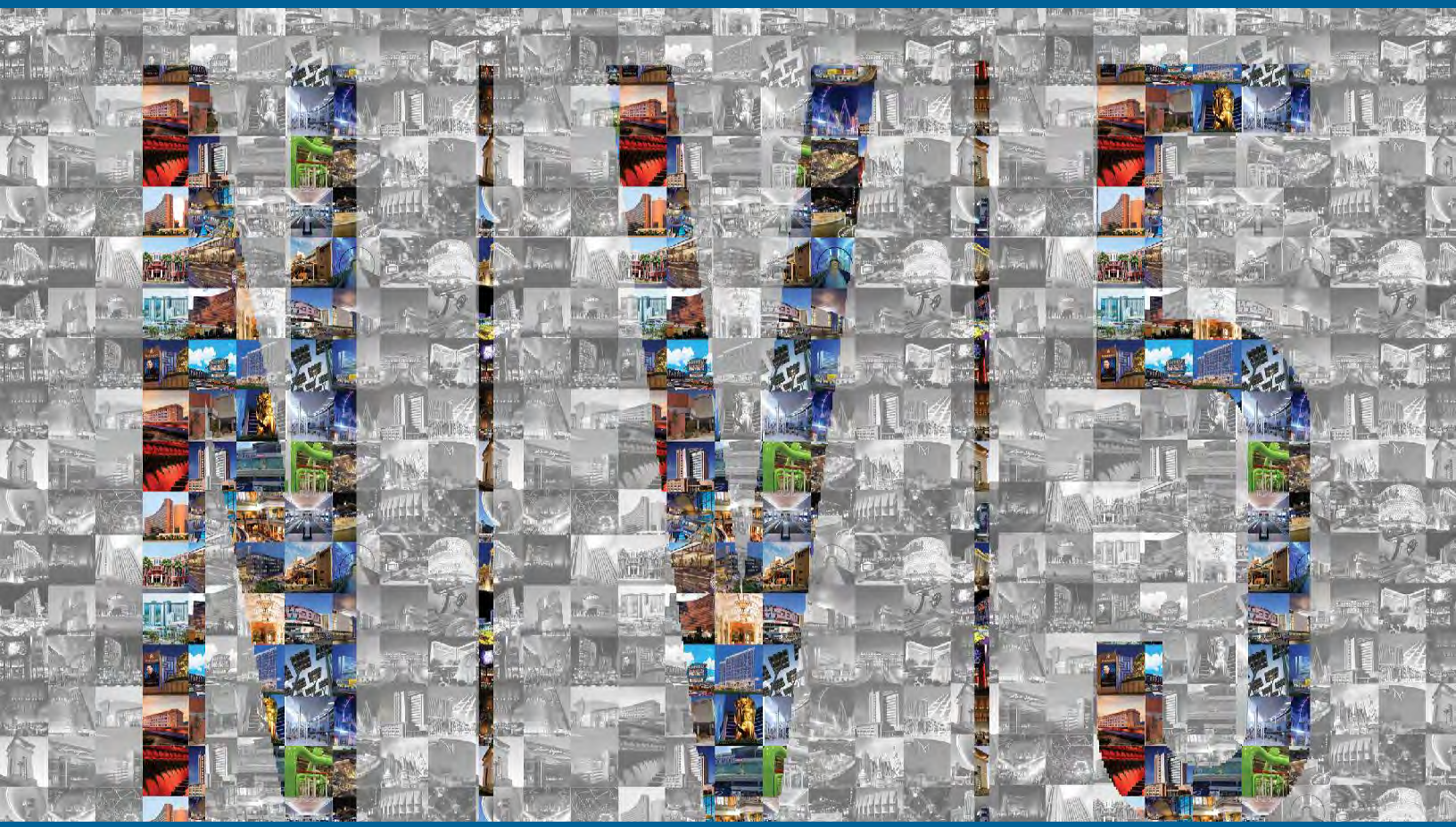
Qualifications to Provide:

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING SERVICES

CITY OF GARDENA
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778

June 13, 2024



NV5

133 Technology Drive, Suite 200
Irvine, CA 92618
Shafiq Popalzai, PE
P: 951.697.1000 | C: 949.468.6644 | Email: Shafiq.Popalzai@NV5.com
NV5 Proposal Number: P14524-0004731.00

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NV5
Beyond Engineering

I. COVER LETTER

June 13, 2024

CITY OF GARDENA
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778

VIA HAND DELIVERY

SUBJECT: Geotechnical Engineering, Geology and Material Testing Services

Dear Mr. Kwak,

NV5 West, Inc (NV5) is pleased to express our interest and submit our qualifications to provide **Geotechnical Engineering, Geology and Material Testing Services.**

Within this submittal, we outline the traits that have made us a successful preferred provider of these same services with municipalities, including several Counties, Cities, and other public agencies. NV5 has extensive experience and a proven track record in delivering comprehensive design, construction, and assistance services for city improvement projects and investigations. We can be relied on to provide outstanding service to The City of Gardena (City) because our capabilities and experience include:

- **Experience working with several Southern California jurisdictions** providing preliminary design, project management, geotechnical engineering, construction management and/or inspection services for the following projects:
  - Carson – Inspection Services
  - Manhattan Beach - Oversight Inspection UUAD 12
  - Manhattan Beach - Oversight Inspection UUAD 14
  - Manhattan Beach - Underground Utility Assessment-District No.19-4
  - Torrance - T-154 Anza Ave/Vista Montana/PCH Intersection Improvements
  - El Segundo - Indiana St Water Improvements
  - Long Beach - On-Call Professional Engineering & Inspection Services
  - El Monte - Bus Pad Soil Compaction Testing
  - Pico Rivera - 4121-4129 Rosemead Blvd
  - Burbank – Valley Pumping Station Upgrades
  - Glendale - Highland Ave Rehab-#3795R
  - Hermosa Beach – On-Call Engineering Services
  - Dogwood Road Bridge Replacement Project (ASCE AWARD WINNER)
  - Vallecitos Water District - Meadowlark Water Reclamation Facility (MRF) Solids Force Main Replacement
- **Complete Soils Investigation and Geotechnical Engineering Reports**: We specialize in conducting thorough soils investigations and preparing detailed reports and studies. These encompass pavement design, grading requirements, retaining wall parameters, shallow and deep foundation design, slope stability analysis, ground improvement analysis, and the investigation and analysis of sinkholes and voids.
- **Laboratory Services**: Our highly qualified laboratories support all aspects of Geotechnical Engineering and Construction Material testing, ensuring accurate and reliable test results.
- **Construction Inspection**: NV5 offers expert construction inspection services, including earthwork observation and testing, hot-mix and cold-mix asphalt placement observation and testing, reinforcing steel placement inspection and testing, concrete placement inspection and testing, masonry construction inspection and testing, structural steel inspection and testing, and fireproofing inspection and testing, ensuring compliance with project specifications.
- **Testing Services**: Our testing services include field compaction tests and comprehensive laboratory testing of soils, aggregates, asphalt, concrete, mortar, grout, reinforcing steel, high-strength bolts, and fire-resistant material. These services are essential for verifying the quality and durability of materials used in construction projects.
- **Extensive experience** successfully working with municipalities and government agencies.
- **Ability to provide cost-effective services** for multiple assignments simultaneously.
- **Quick response** to the City's needs and
- **Depth of personnel** and resources



Past experience is the key indicator of future success. We are committed to quality and believe that commitment is one reason why over 85% of our work comes from repeat clients—an obvious indicator of client satisfaction. Experience makes the difference between a successful and unsuccessful project.

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The following is a partial clientele list of our team's similar relevant experience.

- City of Manhattan Beach
- City of Torrance
- City of El Segundo
- City of Long Beach
- City of El Monte
- City of Pico Rivera
- City of Burbank
- City of Glendale
- City of Hermosa Beach
- City of Aliso Viejo
- City of Buena Park
- City of Huntington Beach
- City of Newport Beach
- City of Placentia
- City of Palm Springs
- City of Riverside
- City of Chino Hills
- City of Carlsbad
- County of Orange Public Works
- County of San Bernardino
- San Diego County Water Authority
- SoCal Gas

Our Irvine office, located at 133 Technology Drive, Suite 200, Irvine, CA 92618, will be servicing this contract. You can reach us at 949.419.3030. Shafiq Popalzai, who is an officer of the firm and authorized to bind the firm to the contract, will be managing your projects. Our Southern California laboratories are certified and approved by Caltrans, CCRL, AMRL, AASHTO, and appropriate agencies, ensuring that we provide you with the best value, expedited service, and accurate test results.

A cornerstone of NV5's expertise is the provision of engineering for on-call, task-order-related contracts. We understand that flexibility and responsiveness are critical in order to ramp up or down based upon conditions (project size, economic, emergency, funding, organizational, etc.). In order to respond to rapidly changing priorities and meet the needs of our clients, our firm is structured to provide staff with very short turnaround times. NV5 has demonstrated through our on-call contracts that we are quick to respond with the correct team to solve issues.

Unique In-House Services: In addition to providing Geotechnical Engineering, Geology and Material Testing Services, NV5 offers in-house engineering design services, environmental services and many other professional services the City may need at a moment's notice. NV5 has a deep bench of more than 4,000 professionals who can be made available to the City, and we will provide the personnel with the most relevant experience on a per-project or task-order basis.

Addendum Acknowledgment: We have received Addendum No. 1 dated June 4, 2024.

No Disciplinary Actions: There are no disciplinary actions against any of the licensed professionals or personnel listed in this statement of qualifications.

City's Professional Services Agreement and Insurance Requirements: NV5 does not have any exceptions to the City's standard Professional Services Agreement or Insurance Requirements.

Proposal Authorization and Validity: This proposal has been signed by Shafiq Popalzai, a company officer authorized to bind the firm.

We are fully capable to successfully provide the services and are committed to providing the highest standards of service, safety, and quality in all our projects. We are confident that our expertise and experience make us the ideal partner for your Geotechnical Engineering, Geology, and Material Testing needs look forward to the opportunity to work with the City of Gardena on your upcoming projects.

NV5 West, Inc.

A. Shafiq Popalzai, PE
Vice President
Project Manager / **Authorized to Contractually Bind the Company**

COMPANY INFORMATION AND CONTACT:

Name: NV5, Inc.

Address: 133 Technology Drive, Suite 200, Irvine, CA 92618

Telephone Number: (949) 419.3030

Email of Contact: Shafiq.Popalzai@nv5.com

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FIRM QUALIFICATIONS AND EXPERIENCE

NV5's background and experience

NV5's roots go back 78 years, when, in 1946 Testing Engineers was established as one of the first independent materials testing laboratories in Southern California. NV5 West, created in 2010, is a wholly-owned subsidiary of NV5 Global, a leading provider of professional engineering and consulting solutions. We have experienced steady organic growth and growth through the acquisition of very well-respected, experienced, and historic firms in Southern California, including BTC Laboratories, CivilSource, Butsko, and Nolte Associates.

NV5, Inc. has been delivering solutions through six business verticals: Geotechnical Engineering, and Construction Material Testing, Inspection and Consulting; Infrastructure; Utility Services; Environmental Health Sciences; Buildings and Program Management; and Geospatial Technology. With more than 100 offices nationwide and abroad, NV5 has access to over 4,000 employees in a variety of fields who help clients plan, design, build, test, certify and operate projects that improve the communities where we live and work.

Our Irvine office specializes in the engineering design, construction management, and inspection of capital improvement projects, including: streets, traffic systems, water and wastewater systems, drainage and flood control, parks and recreational facilities, vertical construction, and landscaping and grading. Our team includes licensed civil engineers, surveyors, traffic engineers, and geotechnical engineers, construction managers, certified inspectors and experienced public works professionals. All team members have extensive experience working within the structure of municipal government and public construction policy and will seamlessly integrate with the City's team.

Key Services

The successful delivery of our products and services has resulted in repeat clients for a broad range of municipal projects. Our key services include:



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NV5's strengths:

NV5 brings a wealth of expertise and robust capabilities in Geotechnical Engineering, Geology, and Material Testing Services, positioning us as a leader in the industry. Our strengths include:

Comprehensive Expertise: Our team of highly qualified professionals, including engineers, geologists, and technicians, possess extensive experience in geotechnical engineering, geology, and material testing. This diverse expertise allows us to tackle a wide range of projects with precision and confidence.

Advanced Laboratory Facilities: NV5 operates state-of-the-art laboratory facilities certified and approved by Caltrans, CCRL, AMRL, AASHTO, and other relevant agencies. Our laboratories are equipped with the latest technology to conduct a variety of tests on soils, aggregates, asphalt, and concrete, ensuring accurate and reliable results.

Detailed Geotechnical Investigations: We excel in performing thorough soils investigations and preparing comprehensive Geotechnical Engineering reports. Our studies cover pavement design, grading requirements, retaining wall parameters, shallow and deep foundation design, slope stability analysis, ground improvement analysis, and the investigation and analysis of sinkholes and voids.

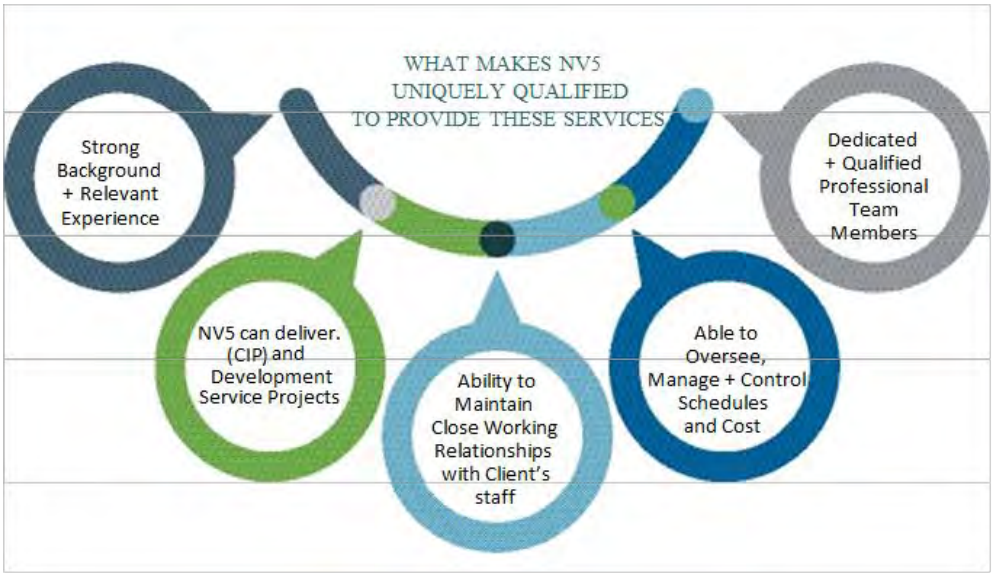
Field and Laboratory Testing: NV5 offers a full suite of testing services, including field compaction tests and laboratory testing of materials. Our rigorous testing protocols ensure the quality and durability of materials used in construction projects, providing clients with confidence in the integrity of their projects. Our labs include one of the largest & most sophisticated testing labs in California – certified by DSA, OSHPD, Caltrans (IA), USACE, CCRL, LADBS, and AASHTO (R-18).

Construction Inspection and Oversight: Our experienced inspectors provide on-site construction inspection services, earthwork observation and testing, hot-mix and cold-mix asphalt placement observation and testing, reinforcing steel placement inspection and testing, concrete placement inspection and testing, masonry construction inspection and testing, structural steel inspection and testing, and fire proofing inspection and testing, ensuring that all work meets project specifications and standards.

Regulatory Compliance and Certifications: NV5 maintains strict adherence to regulatory requirements and industry standards. Our certifications and approvals from key agencies demonstrate our commitment to quality and compliance, assuring our clients that our work meets the highest benchmarks.

Client-Centric Approach: We prioritize our clients' needs and work collaboratively to deliver tailored solutions that address specific project challenges. Our commitment to excellence and client satisfaction drives us to deliver projects on time and within budget, without compromising on quality.

By leveraging these strengths, NV5 ensures that every project is executed with the highest levels of professionalism, accuracy, and efficiency, making us a trusted partner in Geotechnical Engineering, Geology, and Material Testing Services.



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HOW NV5 PRODUCES DELIVERABLES FREE OF ERRORS AND ADDRESSES ERRORS:

Quality Assurance Program

NV5 is committed to producing error-free deliverables through a robust Quality Assurance Program (QAP) and meticulous project management. Our detailed approach and delivery method are supported by our In-House Quality Management Plan (QMP), managed by our Project Manager, Shafiq Popalzai, ensures the QMP is regularly updated to comply with applicable standards, codes, and guidelines.



Quality Management Plan (QMP)

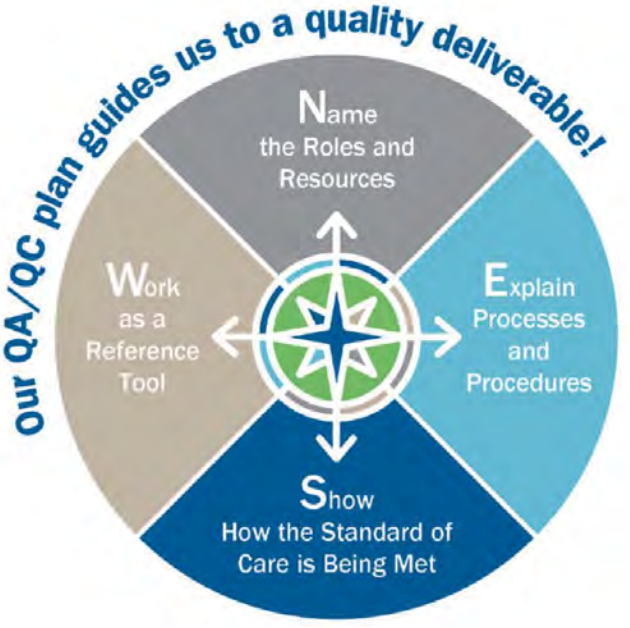
- **Adherence to Standards**: Ensures compliance with test methods, contract documents, and building codes.
- **Project Oversight**: Managed by Carl Henderson, who updates the QMP to reflect current standards.
- **Hold Points and Workflow Matrix**: A matrix illustrates work product flow, with hold points for quality and accuracy checks, construction changes, budget, and schedule assessments before progressing.

Error Management

1. **Identification and Reporting**: Errors are promptly identified and reported.
2. **Root Cause Analysis**: Investigations determine the cause of errors.
3. **Corrective Actions**: Errors are rectified through rework and process adjustments.
4. **Preventive Measures**: QMP updates to prevent recurrence.
5. **Client Communication**: Transparent updates to clients about issues and resolutions.

Invitation for Review

While our QMP is too extensive to include here, we welcome your staff to visit our facility to inspect our laboratory and review our QMP firsthand. By adhering to our QMP, NV5 ensures high-quality, error-free deliverables and effective error management.



NV5's experience and technical competence of subconsultants:

NV5 is fully capable of providing the entire scope of services in-house with our own employees on this contract, ensuring seamless project execution and quality control. However, for specific specialized services, we collaborate with highly competent subconsultants to enhance our service offerings. These subconsultants have been carefully selected based on their expertise, reliability, and proven track record in their respective fields:

Drilling Services – Baja Exploration: Baja Exploration is a trusted partner for drilling services, known for their technical proficiency and extensive experience in geotechnical investigations. Their state-of-the-art equipment and skilled operators ensure precise and efficient drilling operations, which are critical for obtaining accurate subsurface data. Baja Exploration's commitment to safety and quality aligns with NV5's standards, making them an ideal collaborator for our geotechnical projects.

Utility Locating – AirX Utility Surveyors, Inc. specializes in advanced utility locating services. Their expertise in using cutting-edge technology to accurately detect and map underground utilities minimizes the risk of damage during excavation and construction activities. AirX's detailed utility surveys are essential for project planning and execution, ensuring that all utility-related risks are effectively managed.

Traffic Control – California Traffic Control (CTC) is renowned for their proficiency in designing and implementing comprehensive traffic management plans. Their services ensure the safety of both the public and workers during construction activities. CTC's expertise in regulatory compliance and efficient traffic flow management is crucial for minimizing disruptions and maintaining project timelines.

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By leveraging the specialized skills of these subconsultants, NV5 enhances our ability to deliver comprehensive, high-quality services while maintaining control over project outcomes. Our collaborative approach ensures that all aspects of the project are handled by experts, providing our clients with the best possible results.

NV5 – THE CITY'S BEST CHOICE

Why is NV5 the best choice to provide Geotechnical Engineering, Geology, and Material Testing Services



COST CONTROL

We are able to continually review and evaluate a project's cost through all project phases to enable informed and timely decision-making by our clients and the entire project team. Cost control techniques include: program budget analysis; value engineering; life-cycle cost analysis; and quantity-based estimating. We rely on an open-book, inclusive process that demonstrates the costs and benefits of varying design options.

SCHEDULE CONTROL

The key to effective schedule control is to measure actual progress and compare it to planned progress on a regular basis and to take necessary corrective action immediately. We propose to supplement each major task as identified in the master project schedule with a supplemental schedule to keep careful track of where each individual component stands. We identify problems that may result from delays and readily provide the opportunity to modify the schedule, as required. This process assures the completion of your projects on schedule.

STRENGTH OF OUR TEAM

NV5 is a leader in the design and construction of capital improvements as well as staff augmentation services.

As part of NV5, Inc., we have the ability to assist our clients in an expanded role with access to more than 4,000 professionals from 100 locations. We have also added a wide range of additional services in the areas of infrastructure, construction quality assurance, energy, environmental and program management.

RELEVANT EXPERIENCE

At NV5, we understand the importance of public works services and capital improvement projects.

We understand that these services and projects are necessary to keep improving the lives of any city's inhabitants and have more than 70 years of experience partnering with myriad cities across Southern California to provide professional engineering services. We encourage the City to contact our references to confirm our successful track record.

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FAMILIARITY OF REGIONAL GRANTS/COMPETITIVE FUNDS:



NV5 realizes that the development of Federal- and State-funded projects requires more than the preparation of design reports and PS&E. More and more, engineers are required to navigate projects through the federal aid process involving pre-award audits, authorizations, and timely use of fund provisions. Our experience with the regulatory agencies controlling these funding sources has afforded us the opportunity to support our clients through the process of developing the day-to-day procedures required to secure authorization and reimbursement for federally funded projects. Our work with local, state, and federal agencies keeps us at the forefront of current updates to policies and procedures.

Additionally, NV5 has extensive experience with regional grants and competitive funds, particularly those from the South Bay Cities Council of Governments (SBCCOG) and Los Angeles County Metropolitan Transportation Authority (LA Metro). Our team is adept at navigating these specific funding programs, ensuring compliance with all requirements, and maximizing funding opportunities for our clients. This includes preparing strategic grant applications and managing projects to meet the stringent guidelines and reporting standards of SBCCOG and LA Metro.

KEY PERSONNEL AND EXPERIENCE

Qualifications of our Proposed Team

Our team has the ability to deliver quality products on schedule and within budget. The chart below includes all key personnel, roles, education, experience with local agencies (withing last 5 years), and applicable professional licenses and credentials of the proposed team.

NAME | ROLE	LOCAL AGENCY EXPERIENCE	YEARS	EDUCATION, CERTIFICATIONS + LICENSES
SHAFIQ POPALZAI, PE Point of Contact Principal-in-Charge Contract Manager Vice President	City of Culver City County of San Bernardino City of Orange City of Yucaipa City of Manhattan Beach City of Redondo Beach City of Fontana	21	• Kabul University, November 1998, B.S., Civil Engineering, Kabul, Afghanistan • Cal Poly Pomona, April 2017, M.Sc., Geotechnical Engineering, Pomona, CA • Civil Engineer (PE), California, #77336
CARL HENDERSON, PHD, PE, GE Assistant Project Manager / Alternate Contact	City of Compton City of Placentia City of Laguna Niguel City of Temecula City of Vista Coachella Valley Water District	26	• MS Geotechnical and Geoenvironmental Engineering, University of Pittsburgh • PhD, Geotechnical and Geoenvironmental Engineering, University of Pittsburgh • Geotechnical Engineer, CA GE # 2886 • Civil Engineer (PE), California, #71115
PAUL CUNNINGHAM PE, GE Geotechnical Engineer	City of Pico Rivera City of El Centro Coachella Valley Water District City of Laguna Niguel City of Placentia Imperial County	11	• BS Civil Engineering, California Polytechnic State University, San Luis Obispo • Geotechnical Engineer (GE), California, # 3186 • Civil Engineer (PE), California, #78292
SEAN ROY, PG, CEG Project Geologist	Imperial County City of Compton City of Placentia City of Temecula City of National City City of San Diego City of La Mesa City of Laguna Niguel	19	• BS Engineering Geology, San Diego State University • Certified Engineering Geologist (CEG), CA, #2760 • Registered Professional Geologist (PG), CA, #8765 • Qualified SWPP (QSD/QSP), California, #25794 • OSHA 40-Hour Certified • OSHA 8-Hour Certified
SCOTT MOORS, PG, CEG, CHG Principal Geologist	City of Pasadena City of Malibu City of Thousand Oaks City of Palos Verdes City of West Hollywood	31	• B.S., Geological Sciences, UCSB • Professional Geologist #6100 • Certified Engineering Geologist #1901 • Certified Hydrogeologist #607

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NAME	ROLE	LOCAL AGENCY EXPERIENCE	YEARS	EDUCATION, CERTIFICATIONS + LICENSES
GENE CUSTENBORDER, PG, CEG 3rd Party Reviewer		City of Temecula City of Poway City of Carlsbad City of Laguna Niguel City of Oceanside	40	• BS Geology • Certified Engineering Geologist, CA, #1319 • Registered Geologist, CA #3992
SHAUN SIMON, PE, PG, CEG Project Engineer		County of Santa Barbara City of Burbank City of Thousand Oaks City of Agoura Hills	22	• BS, Civil Engineering, CSUN • BS, Geological Sciences, UCSB • Registered Civil Engineer,(PE) CA #82610 • Certified Engineering Geologist, CA – CEG #2461 • Professional Geologist, CA – PG 8051 • Qualified SWPPP Developer • Qualified SWPPP Practitioner • CASQA Certificate 22579
MICHAEL CRAWFORD Construction Services Manager		City of El Monte Vallecitos Water District San Diego Gas and Electric Caltrans City of Vista	20	• CC Reinforced Concrete • ICC Prestressed Concrete • ICC Structural Masonry • ICC Soils Special Inspector • DSA Masonry Inspector • ACI Concrete Field Technician • City of San Diego Certified • Portable Nuclear Gauge Safety & U.S D.O.T Hazmat Certification • CALTRANS Certified: CT 125 GENERAL, CT 125 HMA, CT 231, CT 375, CT 504, CT 518, CT 523.1 Section B.1 & B.2, CT 539, CT 540, CT 543, CT 556, and 557
JAMES MYERS Laboratory Supervisor		City of Compton City of Torrance City of Santa Monica City of Long Beach City of Burbank City of Fontana City of Victorville City of Anaheim City of Brea City of La Habra City of Riverside City of Menifee	11	• AASHTO T11: Sieve Analysis (Washing) - Fine Aggregates (JTCP) • AASHTO T27: Sieve Analysis - Fine and Coarse Aggregates (JTCP) • AASHTO R47: Reducing Samples of HMA (JTCP) • AASHTO R76: Reducing Samples of Agg (JTCP) • AASHTO T166: Bulk SpG of Compacted HMA - SSD (JTCP) • AASHTO T176: Sand Equivalent (JTCP) • AASHTO T209: Max SpG and Density - HMA (JTCP) • AASHTO T255: Evaporable Moisture Content (JTCP) • AASHTO T269: Percent Air Voids - HMA (JTCP) • AASHTO T275: Bulk SpG - HMA (JTCP) • AASHTO T308: AC Content (Ignition Oven) - HMA (JTCP) • AASHTO T329: Moisture Content (Oven Method) - HMA (JTCP) • AASHTO T335: Percentage of Fracture (JTCP) • CT 105: Calculations - Gradings (JTCP) • CT 125 HMA: Sampling - HMA (JTCP)

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FIELD INSPECTION TEAM

The following is a matrix of our Technicians and Special Inspectors that we are prepared to staff the project with as well as their certifications. As the chart illustrates, many members of our staff hold multiple certifications, which allows a single inspector to provide simultaneous inspections to be continuous as well as cost-efficient. We have built a specialized team of inspectors familiar with the City of Gardena standards and the California Building Code.

Names	Caltrans (Lab)	Caltrans (Field)	Soils Nuke Gauge	NICET Concrete Level 1	NICET Concrete Level 2	NICET Asphalt Level 1	NICET Soils Level 1	ACI Concrete Strength	ACI Masonry Lab	ACI Concrete	ACI Masonry	ICC Soils	ICC Concrete	ICC Masonry	ICC Fireproof	ICC Bolting	ICC Welding	ICC PT	DSA Masonry	ASNT NDT	AWS CWI	Expiration Dates
Brent Hernandez			X							X	X		X	X	X	X	X	X	X		X	ACI 3/14/25, , DSA 5/1/25,CWI 3/27, ICC 8/9/27
Eric Checketts			X							X	X		X	X	X	X	X	X	X		X	ACI 6/30/23, ACI Masonry 9/24/26, DSA 2/1/26,CWI 5/25, ICC 10/9/25
Jeffery Puente	X	X	X							X		X	X	X	X							ACI 4/21/28, ICC 2/16/28
Richard Mathes			X							X			X	X	X	X	X	X			X	ACI 4/21/23, ICC 7/15/24 CWI 12/1/24
Michael Crawford		X	X							X	X	X	X	X				X	X			ACI 8/13/26, ACI Masonry 10/26/26, ICC 2/24/25, DSA 2/1/27, CTM 8/13/26
Jason Beckman			X							X			X			X	X	X				ICC 12/20/25, ACI 10/12/24
John Gomez			X							X		X	X									ACI 8/21/25, ICC 8/9/25
John Molla														X			X			X	X	ICC 9/1/23, CWI 8/1/23, ASNT 8/1/23, City of San Diego 12/31/25
Robert Rocha																X	X				X	ICC 8/26/26, CWI 10/1/25
Chirag Padhiar		X	X	X				X		X												ACI Field 12/14/24, ACI Lab 3/26/26, NICET 7/1/23
Noah Regalado	X		X		X	X	X	X	X													ACI Lab 3-26-26, CTM 4/2023, NICET 11/1/23
Mike Allen			X							X												ACI 3/30/24
Travis Broguiere			X							X												ACI 9/20/24
Jimmy Aguilar			X							X												ACI 6/1/23
Ray Cecena			X							X												ACI 1/29/26
Joseph Rodriguez			X							X												ACI 6/28/27
William Barton			X																			
Sayed Moqeem Sadat			X					X	X	X	X	X	X		X							ACI 09/19/28 ICC 06/10/2027

NICET (National Institute for Certification in Engineering Technologies) / ACI (American Concrete Institute) / ICC (International Code Council) / DSA (Division of the State Architect) / ASNT (American Society for Nondestructive Testing) / AWS (American Welding Society)

Name of Project Manager / Principal Who Will Be Main Point of Contact for the Contract: Our Vice President of Construction Quality Assurance **Shafiq Popalzai**, will be our **Contract Manager / Project Manager.** With coordination from The City's Project Manager, NV5 will develop a detailed plan tailored to meet the specific project criteria. The approach will consider the project documents and include items such as methodology, equipment, completion date with milestones, budget, safety and security concerns, environmental issues, permits and right of entry. We have earned a reputation for anticipating and resolving problems prior to mobilization, saving clients time and money. All correspondence will go through Mr. Popalzai, NV5's primary point of contact.

NV5's alternate point of contact will be **Carl Henderson, PhD, PE, GE,** Geotechnical Engineering Manager, who will be involved in the day-to-day operations of your projects.

Their contact information follows:

Project Manager and Primary Contact
Shafiq Popalzai, Vice President
133 Technology Drive, Suite 200 | Irvine, CA 92618
D: 949.419.3030 | C: 412.498.0670 | Shafiq.Popalzai@NV5.com

Assistant Project Manager / Alternate Contact
Carl Henderson, PhD, PE, GE, VP – Geotechnical Services West / Chief Diversity Officer,
133 Technology Drive, Suite 200 | Irvine, CA 92618
D: 858.927.3654 | C: 412.498.0670 | Carl.Henderson@NV5.com

Project Team

Our team includes seasoned professionals to manage all assignments and each team member will be available to the extent proposed for the duration of the project with no person designated as "key" to the project removed or replaced without prior written concurrence of the City.

SHAFIQ POPALZAI, PE / VICE PRESIDENT - CONSTRUCTION QUALITY ASSURANCE SERVICES will be our **Principal in Charge and Main Point of Contact for the City Client / Project Manager**

Mr. Popalzai has over 21 years of experience being closely involved with clients and projects in order to form strong alliances and long-lasting working relationships. Mr. Popalzai is authorized to contractually bind the Company with the City and his experience includes a wide variety of projects throughout California. During his career, Mr. Popalzai has worked on roadways, electric and gas lines, water pipelines, residential, commercial, schools, transportation, rail, landslide remediation and with federal, state, K-14 and local regulatory agencies and forensics projects. **Availability: 100%, or as needed.** Mr. Popalzai will provide the following:

- Provide technical support to laboratory and field testing and inspection staff.
- Prepare, review and control written quality-related program documents.
- Review all laboratory test reports, field special inspections, and testing daily reports.
- Conduct project kick-off, pre-task planning, and safety meetings
- Maintain communication with project staff.
- Attend meetings as needed.
- Maintain NV5 safety standards at all times.

Registrations/Certifications

- Registered Civil Engineer, California PE. 77336

Carl Henderson, PhD, PE, GE, CDO / VP – Geotechnical Engineering Manager

Dr. Carl Henderson will be our **Geotechnical Engineering Manager** and is also authorized to contractually bind the Company with the City as a backup for Mr. Popalzai. He serves as the Geotechnical Principal Engineer for our west coast operations, providing support and supervision on our on-call contracts in the region. Carl has over 24 years of professional experience and successfully manages multiple public agencies on-call geotechnical and materials testing and inspection services contracts. He is also NV5's Chief Diversity Officer and is spearheading the firm's Diversity, Equity, and Inclusion efforts. He will be available as needed.

Registrations/Certifications

- Geotechnical Engineer, California GE # 2886
- Civil Engineer, California, R.C.E. #71115

Paul Cunningham, PE, GE

Senior Engineer / **Geotechnical Engineer**

Mr. Paul Cunningham will be our lead Geotechnical Engineer and will provide geotechnical engineering support and analysis as well as construction oversight. Paul has extensive experience working with Public Works Agencies in supporting Geotechnical Engineering services for CIP projects. In addition to his role as a Geotechnical Engineer, Paul as served as a Project Manager overseeing both Geotechnical Engineering and Lab of Record services for the City of Pico Rivera, City of Placentia, City of Laguna Niguel, City of El Centro, Coachella Valley Water District and County of Imperial.

Paul has over 10 years of experience in engineering, planning, managing and the supervision of field investigations and laboratory testing program. This experience includes geotechnical engineering analyses of various geological conditions and in-construction geotechnical support. His experience includes staff management, project management, on-call contract management, and plan reviews. He will be available as needed to manage our projects.

Registrations/Certifications:

- Geotechnical Engineer (GE), California, # 3186
- Civil Engineer (PE), California, #78292

Sean Roy, PG, CEG

Senior Engineering Geologist / **Project Geologist**

Sean will manage our geological engineering services on this contract and assist on our geological services leading the efforts for any hazardous material studies and remediation effort. He has over 19 years of experience providing engineering geology.

Registrations/Certifications:

- Certified Engineering Geologist (CEG), CA, #2760
- Registered Professional Geologist (PG), CA, #8765
- Qualified SWPP (QSD/QSP), California, #25794
- OSHA 40-Hour Certified
- OSHA 8-Hour Certified

LIST OF SUB-CONSULTANTS (IF ANY)

NV5 is fully capable of providing the entire scope of services in-house and with our own employees on this contract, apart from Drilling Services for which we will utilize **Baja Exploration**, Utility Locating for which we will be utilize **AirX Utility Surveyors, Inc**. and Traffic Control (if needed) for which we will utilize **California Traffic Control (CTC).**

We have worked with **Baja Exploration** on dozens of projects including but not limited to the following:

- Bailey Park Blvd. - Sewer Improvements
- Sewer Line Replacement
- Solar-Shade Structure
- Madison High School - Whole Site Modernization
- Standley Middle School Joint Use Field Improvements and Aquatics Center
- Clark Road Bridge Replacement Project
- Lack Road Bridge Replacement
- Proposed Softball & Football Fields and Fieldhouse

http://www.bajaexploration.com/

NV5's working relationship with **AirX** has been very successful on past ventures. AirX has a long history of working with NV5 at various projects, including but not limited to the following:

- AirX worked with NV5 to perform utility locating and potholing services at McCain Road and Airport Terminal Road at San Diego's Lindbergh Airport.
- AirX worked with NV5 to excavate 4 potholes along Admiral Boland Way at Lindbergh Airport. Potholes were excavated to determine the position of a 12kV duct bank in the area.
- AirX was contracted to locate electrical conduits and fiber optic lines in the San Diego Airport taxiway. This job was performed at night.

https://airxutility.com/

We have worked with **California Traffic Control (CTC)** on various projects including but limited to the following:

- City of Glendale, Fiscal Year 2022-23 Pavement Management Program Implementation Project
- City of Desert Hot Springs, Hacienda Avenue Spa Zone Street Improvements
- City of Murietta, Murietta Road Bridge
- City of Twentynine Palms, Phase 1 Wastewater Collection System

https://californiatrafficcontrol.com/

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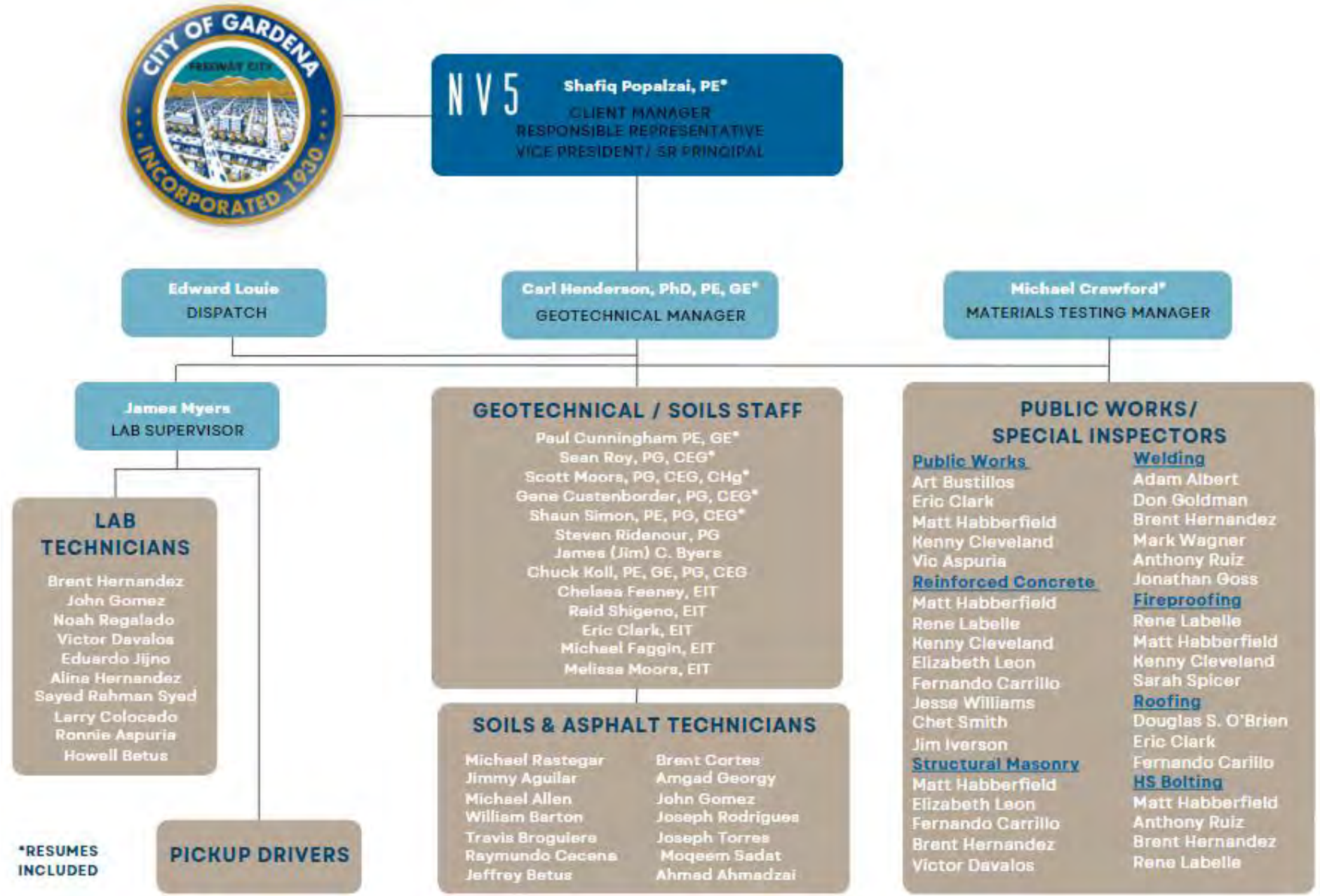
NV5

ORGANIZATION CHART



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SIMILAR PROJECTS/SERVICES

Vallecitos Water District | Vista, CA (Geotechnical Engineering, Testing, and Inspection)

2016 – Present / Fees: $120K

Dennis Lamb, General Manager, T: 760.744.0460, Email: dlamb@vwd.org
Vallecitos Water District, 201 Vallecitos de Oro, San Marcos, CA 92069

Staffing:

- Carl Henderson, PhD, PE, GE,
- Paul Cunningham, PE, GE
- Sean Roy, PG, CEG,
- Several field technicians and inspectors

Meadowlark Water Reclamation Facility (MRF) Solids Force Main Replacement

NV5's services included geotechnical investigation. We recently completed the Materials Testing and Special Inspection services during construction of appurtenant structures, including soils observation, reinforced concrete, structural masonry and structural steel inspection and testing.

Meadowlark Water Reclamation Facility Expansion

NV5 performed the testing and inspection services on the expansion as part of a $25 million upgrade for operational efficiency and to increase capacity to 5 mgd, including soils observation, reinforced concrete, structural masonry and structural steel inspection and testing.

Imperial County, CA (Geotechnical Engineering, Testing, and Inspection)

2018 – Present / Fees: $104K

John Gay, PE, Public Works Director, T: 442.265.1818, johngay@co.imperial.ca.us
Imperial County, 155 S. 11 Street, El Centro, CA 92243

Staffing:

- Carl Henderson, PhD, PE, GE,
- Paul Cunningham, PE, GE
- Sean Roy, PG, CEG,
- Several field technicians and inspectors

Dogwood Road Bridge Replacement Project ASCE AWARD WINNER

The Dogwood Road Bridge Replacement Project received the Outstanding Structural Engineering Project Award. It involved replacing a deteriorated three-span concrete bridge with a new single-span structure. Through emergency declaration and SB1 funds, NV5 collaborated efficiently with manufacturers and utility agencies. This project introduces California's first continuous steel tub girder bridge, known for its aesthetic appeal and structural advantages. To prevent future erosion, a proven method was employed, enhancing project resilience at minimal cost.

NV5 provided geotechnical investigation services for the Dogwood Road Bridge Replacement Project (Bridge No. 58C0042) over the Central Main Canal in Imperial County, California. We completed the Materials Testing and Special Inspection services during construction of appurtenant structures, including soils observation, reinforced concrete, structural masonry and structural steel inspection and testing.

Lack Road Bridge Replacement over New River

The proposed replacement of the Lack Road Bridge over New River is located near Westmorland in Imperial County, CA.

Drew Road Bridge Retrofit Over New River (Bridge No. 58c-0026)

The existing six (6) span bridge was constructed in the 1940's, is approximately 135 feet in length, and 31 feet wide.

City Of Oceanside, Water Utilities Department (Geotechnical Engineering, Testing, and Inspection)

2016 – Present / Fees: $420K

Adam Hoch, PE, QSD, Project Manager, T: 858.431.9767, ahoch@ci.oceanside.ca.us
City of Oceanside, Water Utilities Department, 300 N Coast Hwy, Oceanside, CA 92054

Staffing:

- Carl Henderson, PhD, PE, GE,
- Paul Cunningham, PE, GE
- Sean Roy, PG, CEG
- Several field technicians and inspectors

San Luis Rey Water Recycling Facilities

NV5 performed a preliminary geotechnical investigation for a proposed 2 million gallons, pre- stressed concrete, recycled water storage reservoir at the San Luis Rey Water Reclamation Facility (SLRWRF) in Oceanside. We recently completed the Materials Testing and Special Inspection services during construction of appurtenant structures, including soils observation, reinforced concrete, structural masonry and structural steel inspection and testing.

Robert A. Weese Water Filtration Plant

NV5 performed a geotechnical investigation for proposed chemical treatment upgrades at the Robert A. Weese Water Filtration Plant. We recently completed the Materials Testing and Special Inspection services during construction of appurtenant structures, including soils observation, reinforced concrete, structural masonry and structural steel inspection and testing.

City of Encinitas, The Lake Drive Sinkhole Emergency Repair Project **ASCE AWARD WINNER**

2021 – present / Fees: $247K

Ben Stryker, Engineering Department, T: 760.633.2777, bstryker@encinitasca.gov
City of Encinitas, 505 South Vulcan Avenue, Encinitas, CA 92024

Staffing:

- Carl Henderson, PhD, PE, GE,
- Paul Cunningham, PE, GE
- Sean Roy, PG, CEG
- Several field technicians and inspectors

The Lake Drive Sinkhole Emergency Repair Project earned the ASCE Outstanding Geotechnical Project Award. This project focused on securing a large sinkhole with emergency shoring during continued rain events, replacing drainage structures, and restoring the roadway. Notable for its adept handling of unforeseen challenges, use of engineering judgment, and strong community relations, the team swiftly redesigned drainage systems, prioritized environmental protection, and engaged with the community. Additionally, they installed an emergency access road, showcasing a commitment to public welfare.

San Diego Unified School District (Geotechnical Engineering, Testing, and Inspection)

1962 – Present / Fees: $6 Million+

Maintenance and Operations Center
4860 Ruffner St, San Diego, CA 92111
Mark Stapledon, Construction Management Supervisor, 619.705.9701, mstapledon@sandi.net
Greg Schwartz, Project Inspector, 619.26630261, gschwartz@sandi.net
George Lentulo, Project Inspector, 760.443.1057, glentulo@sandi.net
Paul Carlton, Project Inspector, 619.922.6778, pcarlton@sandi.net
Ronald Lintz, Construction Management Supervisor, 858-573-5725, rlintz@sandi.net
Mark Stapledon, Construction Management Supervisor, 858-637-6266, mstapledon@sandi.net
Misael Arellano, Project Architect, 760.743.4109 x216, misael@marcatects.com

Staffing:

- Carl Henderson, PhD, PE, GE,
- Paul Cunningham, PE, GE
- Sean Roy, PG, CEG,
- Shafiq Popalzai, PE
- Several field technicians and inspectors

On-Call Material Testing and Geotechnical Engineering Services

We have been an approved vendor with the San Diego Unified School District since 1962 on well over a thousand projects. At present, we have one of the largest contracts with the City Schools to provide On-Call testing and inspection services. In the past 2 years we have work on over 50 SDUSD projects. Some of the projects included some of the largest in their CIP:

- Patrick Henry High School: Theater and Production Studio/Interim Housing
- Miller Elementary School: Whole Site Modernization
- Will C. Crawford High School Stadium Improvements
- University City High School Sports Facility Upgrade
- University City High School Modernization
- Hancock Elementary School Whole Site Modernization
- Hancock Elementary School Sports Field
- San Diego French American School – Modular Building

City of Vista / Buena Sanitation District, As-Needed Geotechnical Engineering, Materials Testing, Construction Inspection Services

Vincent Gaby, Project Manager, (760) 802-7218, vwgaby@cox.net

City Of Vista/Buena Sanitation District 200 Civic Center Drive, Vista, CA 92084

Staffing:

- Carl Henderson, PhD, PE, GE,
- Paul Cunningham, PE, GE
- Sean Roy, PG, CEG,
- Several field technicians and inspectors

Sycamore Creek Detention Basin - CIP 8285, Vista, California
Local Street Rehabilitation Projects
West Vista Way Turn Pockets
Pala Vista / Civic Center Park

Dollar value of the services / fees: $ 147,494.00
Duration: 2020 - present
Client PM Name: Vincent Gaby, Project Manager, (760) 802-7218, vwgaby@cox.net
Role of Firm / Description of Services: NV5 performed a preliminary geotechnical investigation which included site reconnaissance, subsurface investigation, laboratory testing, seismic evaluation, liquefaction analysis, geotechnical analysis and recommendations for the design and construction of the proposed projects and its appurtenances.
As a representative of the City of Vista, NV5 worked in collaboration with the City's PM, and oversaw the geotechnical observation during the proposed ground improvements. NV5 was also responsible for all special inspection and materials testing for the construction of the projects including:

- Electrical
- Supervisory control and data acquisition
- Concrete

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REFERENCES

The following is a list of some of our most recent PUBLIC AGENCY clients:

	CITY OF SAN BERNARDINO (Civil and Environmental Engineering Services) Saba Engineer, Project Manager City of San Bernardino 210 N. "E" Street, San Bernardino, CA 92401 Telephone: 909.384-5240 Email: engineer_sa@sbcity.org
	IMPERIAL COUNTY, CA (Geotechnical Engineering, Testing and Inspection) John Gay. PE, Public Works Director 155 S. 11 Street, El Centro, CA 92243 Telephone: 442.265.1818 Email: johngay@co.imperial.ca.us
	CITY OF OCEANSIDE, WATER UTILITIES DEPARTMENT (Geotechnical Engineering, Testing and Inspection) Adam Hoch, PE, QSD, Project Manager Water Utilities Department 300 N Coast Hwy, Oceanside, CA 92054 Telephone: 858.431.9767 Email: ahoch@ci.oceanside.ca.us
	CITY OF MENIFEE, CA (Geotechnical Engineering, Testing and Inspection) Jonathan Smith, Director of Public Works / Engineering 29844 Haun Road, Menifee, CA 92586 Telephone: (951) 723-3704 Email: jsmith@cityofmenifee.us
	CITY OF IMPERIAL BEACH, CA (Geotechnical Engineering, Testing and Inspection) Eric Minicilli, Director of Public Works 825 Imperial Beach Boulevard, Imperial Beach, CA 91932 Telephone: 691.628.1369 Email: eminicilli@imperialbeachca.gov
	CITY OF CARLSBAD, CA (Geotechnical Engineering, Testing and Inspection) Jason Geldert, PE, City Engineer 1200 Carlsbad Village Drive, Carlsbad, CA 92008 Telephone: 760.602.2780 Email: jgeld@ci.carlsbad.ca.us

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	CITY OF ESCONDIDO, CA (Geotechnical Engineering, Testing and Inspection) Julie Procopio, PE, Director of Engineering Services/City Engineer 201 North Broadway, Escondido, CA 92025 Telephone: 760.839.4574 Email: jprocopio@ci.escondido.ca.us
	VALLECITOS WATER DISTRICT | VISTA, CA (Geotechnical Engineering, Testing and Inspection) Dennis Lamb, General Manager 201 Vallecitos de Oro, San Marcos, CA 92069 Telephone: 760.744.0460 Email: dlamb@vwd.org
	COACHELLA VALLEY WATER DISTRICT (Biennial Soil And Concrete Testing) Coachella Valley Water District, 75525 Hovley Lane East, Palm Desert, CA 92236 Jignesh Ladhawala, PE, Senior Engineer, T: 760.398.2661, x 2789, jladwawala@cvwd.org Brian Korcok, Senior Irrigation Engineer, T: 760.398.2661, x 2510, bkorcok@cvwd.org Jim Kreizinger, Construction Inspector II, T: 760.398.2661, x 3705, jkreizinger@cvwd.org

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FEE SCHEDULE

We understand how critical it is for the City of Gardena to budget its work such that provides the best value for the taxpayer base. To that end, NV5 is offering our services at very competitive rates which will help to achieve the goal.

- The attached charge rate schedule represents our current rates for three years.
- The Prevailing Wage rates for Field Personnel quoted above are based upon a multiplier of the hourly rate determined by the General Prevailing Wage Determinations for Building/Construction Inspectors and Field Soils and Material Testers, in effect as of this date (Determination # SC-23-63-2-2023-2D). Effective July 1, 2024, the Prevailing Wage rates for Field Personnel quoted above will reflect an increase of $5.00 (each) to account for the predetermined increases in effect with this current Prevailing Wage Determination. Should the Prevailing Wage rate change after the next issue date our rates may change based upon the Prevailing Wage rate in effect at that time, but our rates will maintain the same multiplier.
- Laboratory and Professional rates will maintain the same rate throughout the duration of the three-year contract.
- Charge rates include provisions for normal office costs, including, but not limited to, office rental, utilities, insurance, cell phone or radio, equipment, normal supplies and materials, in-house reproduction services, and local travel costs.

NV5 GEOTECHNICAL / GEOLOGY / MATERIALS TESTING FEE SCHEDULE		
PROFESSIONAL STAFF (06/13//2024 through 06/14/2027)		
Personnel		
Administration Staff	$80.00/hr.	
Field Supervisor	$162.00/hr.	
CQA Manager	$162.00/hr.	
Senior CQA Manager	$183.00/hr.	
Staff Engineer / Geologist	$145.00/hr.	
Senior Staff Engineer / Geologist	$156.00/hr.	
Project Manager / Engineer / Geologist	$167.00/hr.	
Senior Engineer / Geologist	$199.00/hr.	
Associate Engineer / Geologist	$221.00/hr.	
Principal Engineer / Geologist	$240.00/hr.	
Senior Principal Engineer / Geologist	$260.00/hr.	
FIELD STAFF		
Year	6/13/2024 through 6/14/2027	Unit
Soil / ACI Technician I	$ 123.64	/hr.
ICC Special Inspector I (Concrete, Masonry, Steel, Bolt, Fireproofing)	$ 126.73	/hr.
Certified Welding Inspector	$ 126.73	/hr.
NDT Technician	$ 128.79	/hr.
Laboratory Technician	$ 82.42	/hr.
Ground Penetrating Radar (Technician and Equipment)	$ 204.00	/hr.
Coring Equipment Fee	$ 72.12	/hr.
Torque/Pull Testing (Technician and Equipment)	$ 128.79	/hr.
"Wildcat," 35-lb hammer Dynamic Cone Penetrometer (DCP) with tech	$ 412.12	/hr.
Lightweight 5-lb Gas Dynamic Cone Penetrometer (DCP) equipment with technician	$ 185.45	/hr.
Seismic Refraction Survey Using Geode 24-Channel Seismodule	$ 3,245.45	/ea.
Fall of Potential Ground Testing (Ground Rod Test) - Initial Test	$ 1,004.54	/test
Fall of Potential Ground Testing (Ground Rod Test) - Subsequent Test	$ 602.73	/test
Sample Pick-Up	$ 82.42	/hr.
PLA Administration Fee & Union Surcharge	$ 46.36	/hr.

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LABORATORY FEE SCHEDULE (06/13/2024 through 06/14/2027)	
Asphalt Concrete	
Asphalt Mix Design Review	$375.00/ea.
Hveem Stability	$225.00/ea.
Hveem Unit Weight Sample Requiring Compaction	$210.00/ea.
Marshall Stability, Flow & Unit Weight	210.00/ea. (per test specimen)
Maximum Theoretical Unit Weight (Rice)	$220.00/ea.
Extraction - Ignition Oven (including gradation)	$255.00/ea.
Percent Swell	$170.00/ea.
Unit Wt Compacted Sample (Specific Gravity)	$105.00/ea.
Aggregates	
Absorption Test, Coarse Aggregate	$64.00/ea.
Absorption Test, Fine Aggregate	$64.00/ea.
Clay Lumps & Friable Particles	$145.00/ea.
LABORATORY FEE SCHEDULE (CONTINUED)	
Cleanness Value	$170.00/ea.
Crushed Particles, Percent	$215.00/ea.
Durability Index, Coarse Aggregate	$140.00/ea.
Durability Index, Fine Aggregate	$140.00/ea.
Abrasion Resistance by LA Rattler	$215.00/ea.
Organic Impurities in Sand	$90.00/ea.
Sieve Analysis Coarse Aggregate	$110.00/ea.
Sieve Analysis Coarse & Fine Aggregate (includes Wash)	$150.00/ea.
Sodium Sulfate Soundness (5 cycle test per primary size)	$390.00/ea.
Specific Gravity, Fine Aggregate	$115.00/ea.
Specific Gravity, Coarse Aggregate	$95.00/ea.
Unit Weight (per cubic foot) Voids in Aggregate	$85.00/ea.
Rock Core (Compressive Strength)	$115.00/ea.
Structural/Reinforcing Steel	
Headed Rebar Tensile Test - No. 8 Bar and Smaller <	$115.00/ea.
Headed Rebar Tensile Test - No. 9 Bar to No. 11	$140.00/ea.
H. S. Bolt Conformance– Bolt, Nut & Washer (DSA)	$380.00/ea.
Mechanically Spliced Reinforcing Steel - No. 8 Bar and Smaller <	$210.00/ea.
Mechanically Spliced Reinforcing Steel - No. 9 Bar to No. 11	$215.00/ea.
Mechanically Spliced Reinforcing Steel - No. 14	$235.00/ea.
Mechanically Spliced Reinforcing Steel - Slippage	$42.00/ea.
Mechanical Tests, Hardness Test, Rockwell	$118.00/ea.
Prestressed Steel, Tensile Test, Strand (7-wire Coated)	$235.00/ea.
Prestressed Steel, Tensile Test, Strand (7-wire Uncoated)	$275.00/ea.
Reinforcing Steel, Tensile Test – No. 8 Bar and Smaller <	$95.00/ea.
Reinforcing Steel, Tensile Test – No. 9 Bar to No. 11	$108.00/ea.
Reinforcing Steel, Tensile Test – No. 11 Bar and Greater >	Quote

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Reinforcing Steel, Bend Test	$75.00/ea.
Spray-applied Fireproofing Density Tests	$110.00/ea.
Structural Steel, Tensile – Up to 200,000 lbs.	$160.00/ea.
Structural Steel, Bend Test	$105.00/ea.
Welded Specimens, Tensile Test	$135.00/ea.
Chemical Analysis	Quote
Machining Costs If Required	$80.00/hr.
Masonry	
Absorption Test, Brick	$65.00/ea.
Compression Test, Composite Prism	$185.00/ea.
Compression Test, Brick	$55.00/ea.
Compression Test, Blocks	$95.00/ea.
Compression Test, Cores (does not include Coring for samples)	$80.00/ea.
Compression Test, Grout / Mortar	$37.00/ea.
Masonry Block Conformance (Does not include shrinkage)	$480.00/ea.
Modulus of Rupture, Brick	$55.00/ea.
LABORATORY FEE SCHEDULE (CONTINUED)	
Moisture as Received, Brick	$55.00/ea.
Saturation Coefficient Brick	$55.00/ea.
Unit Weight & Absorption, Block	$80.00/ea.
Efflorescence, Block or Brick Only	$80.00/ea.
Linear Shrinkage	$270.00/ea.
Masonry Core Shear Test	$130.00/ea.
Roofing	
Roofing Tile Absorption (Set of 5)	$270.00/ea.
Roofing Tile Strength Test (Set of 5)	$270.00/ea.
Soils	
Soil Processing Fee (per sample)	$22.00/ea.
Chloride Content of Soil	$85.00/ea.
Consolidation (up to 9 loads)	$295.00/ea.
Direct Shear (undisturbed ring specimens)	$270.00/ea.
Direct Shear (remolded specimens)	$315.00/ea.
Expansion Index	$170.00/ea.
Proctor (per curve) - 4-inch mold	$210.00/ea.
Proctor (per curve) - 6-inch mold	$275.00/ea.
Rock Correction (if required)	$75.00/ea.
Moisture Content / Dry Density	$42.00/ea.
Organic Matter	$80.00/ea.
Plasticity Index/Liquid Limit (Atterberg Limit)	$160.00/ea.
R-value (minimum 3 points)	$340.00/ea.
Resistivity & pH of Soil	$180.00/ea.
Sand Equivalent	$100.00/ea.

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Sieve Analysis	$135.00/ea.
Sieve Analysis, with Hydrometer	$270.00/ea.
No. 200 Mesh Wash Particle Size Gradation	$95.00/ea.
Sulfate Content of Soil	$85.00/ea.
Thermal Resistivity of Soil (including 1 proctor curve)	$1300.00/ea.
Concrete	
Compression Test, 4x8 Cylinder	$32.00/ea.
Compression Test, 6x12 Cylinder	$34.00/ea.
Compression Test Gunite / Shotcrete, (3 Cores/Panel, Coring Included)	$420.00/ea.
Compression Test, Core (incl sample prep)	$80.00/ea.
Compression Test, Lightweight Concrete Fill	$53.00/ea.
Compression Test, Non-shrink Grout Cubes	$53.00/ea.
Concrete Flexural Test	$95.00/ea.
Concrete Mix Design (revision or review)	$375.00/ea.
Drying Shrinkage (3 specimens – 28 days)	$375.00/ea.
Modulus of Elasticity, Static	$270.00/ea.
Splitting Tensile Strength	$105.00/ea.
Thermal Resistivity Testing of Concrete / FTB	$485.00/ea.
Unit Weight, Lightweight Concrete Fill	$80.00/ea.
GENERAL TERMS AND CONDITIONS	
Outside Services / Subcontractors – Cost plus 10% will be charged for any work not directly performed by NV5 or for any materials procured.	
Engineering Review/Report Preparation – Reasonable engineering and project management time will be included for scheduling, report review, and data evaluation.	
This Fee Schedule contains only the basic services performed by this office and is not a complete listing. Do not hesitate to call for a quotation or proposal if your service needs are not listed herein.	

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A. SHAFIQ POPALZAI

Vice President/Senior Principal / **MAIN POINT OF CONTACT / PROJECT MANAGER**

Mr. Popalzai has over 21 years of experience being closely involved with clients and projects in order to form strong alliances and long-lasting working relationships. in geotechnical-related experience includes a wide variety of projects throughout California. During his career, Mr. Popalzai has worked on roadways, electric and gas lines, water pipelines, residential, commercial, schools, transportation, rail, landslide remediation and with federal, state, K-14 and local regulatory agencies and forensics projects.

Recent Relevant Experience

CITY OF YUCAIPA

Yucaipa Boulevard Street Improvements – Yucaipa, California

Provided technical support to laboratory and field testing and inspection staff for a comprehensive infrastructure project on Yucaipa Boulevard from 3rd Street to 4th Street, including oversight on inspections for demolition, grading, asphalt paving, curb and gutter, sidewalk, commercial driveway approaches, and pavement striping. Mr. Popalzai was the Engineer of Record overseeing compliance with all relevant City Building Codes, as well as Standard Specifications and Drawings, Caltrans Standard Plans, and project-specific Plans and Specifications.

CITY OF YUCAIPA ON-CALL CONTRACT

Mr. Popalzai provided technical support to laboratory and field testing and inspection staff for this project. He prepared and reviewed quality related program documents for the following projects:

- Phase 2 Uptown Improvements
- 7th Street Trench & Street Repairs
- Uptown Parking Lot and Alley Improvements
- Avenue E Improvements
- 4th Street Drainage and Sidewalk Improvements
- Yucaipa Gateway Plaza Retaining Wall
- Phase 2 Uptown Improvements
- 7th Street Trench & Street Repairs
- Kentucky Street Erosion at Dunlap Channel
- 7th Place 24-In Recycled Water Pipeline Extension
- Avenue A Improvements
- Water Main Line, Oak Grove

COUNTY OF SAN BERNARDINO

Crestline Branch Library Pathway Improvement – Crestline, California

Provided technical support for a 7,440 SF facility designed to meet LEED Silver certification in a rural, mountainous community. Assisted laboratory and field testing and inspection staff, and prepared and reviewed quality-related program documents. The facility features sustainable design elements including xeriscape landscaping, stormwater filtration and storage, heat island reducing site and roof, energy-efficient fixtures and units, high-performance glazing assemblies, use of local and recycled materials, and low VOC building products.

YUCAIPA VALLEY WATER DISTRICT

2018 Replacement Pipeline Project – Yucaipa, California

Mr. Popalzai provided technical support to laboratory and field testing and inspection staff for this project. He prepared and reviewed quality related program documents.

COUNTY OF SAN BERNARDINO

Cherry Avenue Street Improvements – Fontana, California

Mr. Popalzai provided technical support to laboratory and field testing and inspection staff for this project. He prepared and reviewed quality related program documents.

COUNTY OF SAN BERNARDINO

ARMC Parking Lot Pavement Assessment – Colton, California

Mr. Popalzai provided technical support to laboratory and field testing and inspection staff for this project. He prepared and reviewed quality related program documents.

EDUCATION

Kabul University, November 1998, B.S., Civil Engineering, Kabul, Afghanistan

Cal Poly Pomona, April 2017, M.Sc., Geotechnical Engineering, Pomona, California

REGISTRATIONS/CERTIFICATIONS

Registered Civil Engineer, California R.C.E. 77336

AFFILIATIONS

American Public Works Association

American Society of Civil Engineers

EXPERIENCE

21 years

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CARL HENDERSON, PhD, PE, GE

CDO / GEOTECHNICAL ENGINEERING MANAGER / **PROJECT MANAGER**

Dr. Henderson has experience in leading and managing multi-disciplinary office of between 20 to 40 staff. More than 26 years of experience in geotechnical engineering project roles to include project management, subsurface evaluation, and execution of various geotechnical engineering, soils and materials testing, field instrumentation, and construction oversight projects for a diverse array of clients. Results-oriented, practical professional with strong leadership skills honed in both civilian and military careers. Proven successful record of accomplishment working with teams consisting of multiple stakeholders, agencies, and design teams in the completion of high-quality products and deliverables within schedule and budget. Excellent team building skills with ability to motivate, train and mentor peers and subordinates. Recognized for the ability to develop employees' professional growth and increase their productivity. Analytical decision maker with excellent problem solving skills

Project Experience

LOS ANGELES COUNTY, COMPTON, CA - CITY OF COMPTON ANNUAL RESIDENTIAL STREET REHABILITATION, PHASE 1 AND PHASE 2 STREETS PROJECT

NV5 provided an investigation to evaluate the existing condition of pavement structure along various residential streets within the City of Compton, California, and to provide conclusions and geotechnical engineering recommendations pertinent to the proposed rehabilitation. NV5's geotechnical and engineering geology services included the review of available literature on subsurface conditions, excavation, and associated documentation of thirty-three (33) pavement cores, appropriate laboratory testing for pavement design, and engineering evaluation of the data collected to develop geotechnical recommendations for the design and construction of the project. Recommended street rehabilitation alternatives included grind and overlay, remove, and replace, and full depth reclamation using cement (FDR-C).

ORANGE COUNTY, PLACENTIA, CA - CITY OF PLACENTIA, ARTERIAL ROADWAY REHABILITATION

NV5 provided an investigation to evaluate the existing condition of pavement structure along various residential streets within the City of Placentia, California, and to provide conclusions and geotechnical engineering recommendations pertinent to the proposed rehabilitation. NV5's geotechnical and engineering geology services included the review of available literature on subsurface conditions, excavation, and associated documentation of twenty (28) pavement cores, appropriate laboratory testing for pavement design, and engineering evaluation of the data collected to develop geotechnical recommendations for the design and construction of the project. Recommended street rehabilitation alternatives included grind, overlay, remove, and replace.

ORANGE COUNTY, LAGUNA NIGUEL, CA, MITIGATION OF PASEO DE LA COLINAS SEEPAGE

NV5 provided services in support of the proposed mitigation of seepage encountered along Paseo de la Colinas, located between about 200 to 400 feet west of the Chabot Road intersection in Laguna Niguel, California, and to provide conclusions and geotechnical engineering recommendations pertinent to the

REGISTRATIONS/CERTIFICATIONS

Geotechnical Engineer, California GE # 2886

Civil Engineer, California, RCE #71115

AFFILIATIONS

American Public Work Association (APWA) - Member

American Indian Science and Engineering Society (AISES) - Member

National Society of Black Engineers (NSBE) – Lifetime Member

Society of American Military Engineer (SAME) - Member

PUBLICATIONS

Proceedings for the International Bridge Conference 2004, Pittsburgh, PA, "Innovative Design for the Nova Scotia Bridge Foundation", by Catherine Chia-Calabria and Carl Henderson

Proceeding of the FMGM (Field Measurement in GeoMechanics) 2003 Symposium, Oslo Norway, Sept 15 to 18th 2003, "Geotechnical Investigation of the New Baltimore Slide", by Ken Heirendt, A. Neil Styler, and Carl Henderson

Geo-Engineering for Underground Facilities, ASCE, 1999, "An Arch-Shaped Culvert Built By the Inflatable Form ", by Karl H. Lewis, Carl Henderson, and Cathy Bazan-Arias

EXPERIENCE

26 years

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project. NV5's geotechnical and engineering geology services included the review of available literature on subsurface conditions, drilling, and associated documentation of seven (7) borings, appropriate laboratory testing for assessment of subsurface characteristics, and engineering evaluation of the data collected to develop geotechnical recommendations for the proposed mitigation of seepage conditions. Recommendations for seepage mitigation include placement of a French drain system developed based on the conclusions of our geotechnical investigation.

CITY OF TEMECULA

Margarita Recreation Center, Temecula, California

Demolition and Rebuild project (Design Build) at the Margarita Park Recreation Center in Temecula, California. Geotechnical investigation included nine (9) exploratory borings located within the project area to a maximum depth of approximately 20 to 51 ½ feet below ground surface. Lab testing program to evaluate geotechnical of engineering properties of subsurface materials. Preparation of report including presenting our findings, conclusions, and geotechnical design recommendations. The new recreational center would be approximately 8,600 square feet of indoor space, including a classroom, multipurpose room with operable partition, dance/fitness room, kitchen, administrative/reception offices, lifeguard/aquatic and first aid rooms, locker rooms and restrooms.

CITY OF VISTA / BUENA SANTITATION DEPARTMENT, ON-CALL GEOTECHNICAL, MATERIALS TESTING AND INSPECTION SERVICES – ONGOING

Sycamore Creek Detention Basin

Geotechnical Engineer for the decommissioning and backfilling of the detention basin that is no longer feasible. Property is being restored for future development.

CITY OF NATIONAL CITY

Paradise Creek Park and Improvement to Harding Ave and 21st

Responsible Engineer for the Geotechnical Investigation, Materials Testing and Special Inspection. Project consisted of Paradise Creek Park and adjacent roadway improvements to 21st Street and Harding Avenue in National City, California. Conventional cut-fill mass grading of approximately 11,500 cubic yards, of which approximately 11,000 cubic yards will be imported was required. Fill embankments attaining a maximum height of approximately 16 feet at a gradient of 2 to 1 The project also includes street improvements (curb, gutters, sidewalks, streetlights, and pavement), storm drainage improvements, a water quality basin, and relocation and construction of overhead and underground utilities.

COACHELLA VALLEY WATER DISTRICT - BIENNIAL SOIL AND CONCRETE TESTING

NV5 is providing soil and concrete materials testing services in accordance with the District's specifications. Over the last 36 months, we have completed or are under contract for soil and concrete services for the following projects.

Biennial Soil and Concrete Testing (2019-2020 Contract)

- NV5 Task Order 01: Manhole Rehab & Replacement
- NV5 Task Order 02: WRP & PLC Upgrade
- NV5 Task Order 03: L4 Pump Station & Check Structure
- NV5 Task Order 04: Oasis In-Lieu Recharge, Phase 1
- NV5 Task Order 05: L-4 Pump Station
- NV5 Task Order 06 : Thermal Mutual, Oasis MHP, and Westside Elementary School Consolidation
- NV5 Task Order 07: First Tee Junction Box and Sewer Manhole Rehabilitation
- NV5 Task Order 08: Hazmat North Indio Demolition Project
- NV5 Task Order 09: Check Structure at MP 88.6 Replacement Project
- NV5 Task Order 10: Well Pumping Plant for Well 4529-1

Biennial Soil and Concrete Testing (2021-2022 Contract)

- NV5 Task Order 01: Water Reclamation Plant No. 4 Process Optimization Project
- NV5 Task Order 02: 2017-2018 NPW Pipeline Connection Project
- NV5 Task Order 03: East Side Dike Improvement Project – Phase 1, Spec No. 2018-63
- NV5 Task Order 04: North Indio Regional Flood Control Project-Phase 2, Spec No. 2020-56
- NV5 Task Order 05: Madison Club – Avenue 54 Meter Connection Project
- NV5 Task Order 06: Blue Tower Tank Reservoir No. 6858
- NV5 Task Order 07: Calle Tampico Soil Environmental Testing
- NV5 Task Order 08 Irrigation Lateral 119.64-7.5 Replacement Project

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PAUL CUNNINGHAM, PE, GE

Senior Engineer / **GEOTECHNICAL ENGINEER**

Mr. Cunningham has more than 10 years of experience performing geotechnical evaluations in many different projects including schools, buildings, bridges, roadways, land development, and commercial facilities. He has performed analysis for shallow foundations, drilled and driven piles, Site specific Seismic Hazard calculations, liquefaction, slope stability and pavement sections, including new and rehabilitated roadways. He also has experience in oversight and management of field testing and inspections operations.

EDUCATION

BS Civil Engineering,
California Polytechnic State University, San Luis Obispo

REGISTRATIONS/CERTIFICATIONS

Geotechnical Engineer (GE), California, # 3186

Civil Engineer (PE), CA, #78292

AFFILIATIONS

American Society for Civil Engineers (ASCE)

EXPERIENCE

10+ years

Recent Relevant Experience

IMPERIAL AVENUE SEWER IMPROVEMENTS
City of El Centro, California
Project Engineer overseeing field observations and inspections, provided onsite consultations during night work for trench instability due to groundwater. Project consisted of installation of approximately 2,465 lineal feet of new sanitary sewer pipeline. Trench excavation depths extended to depths up to approximately 14 feet below existing grade with groundwater at 13 feet. Soil (field and laboratory) and asphalt (field and laboratory) testing during backfill. Geotechnical consultation to address significant groundwater/dewatering issues and associated instability.

COACHELLA VALLEY WATER DISTRICT, Task Order 01
Coachella Valley, California
Project Engineer providing project oversight and review of trench backfill testing and observations. Project consisted of reconstruction and replacement of utility access holes located along Devalle drive.

MITIGATION OF PASEO DE LA COLINAS SEEPAGE
City of Laguna Niguel, California
Project Engineer providing geotechnical investigation to evaluate the existing conditions of pavement structure in support of the proposed mitigation of seepage encountered along Paseo de la Colinas in Laguna Niguel, Orange County, California.

ROSEMEAD BOULEVARD PAVEMENT REHABILITATION
City of Pico Rivera, California
Project Engineer providing geotechnical investigation to evaluate the existing conditions of pavement structure along Rosemead Boulevard, between Whittier Blvd and Gallatin Road, in the City of Pico Rivera, California for rehabilitation.

ARTERIAL ROADWAY REHABILITATION PROJECT
City of Placentia, California
Project Engineer providing geotechnical investigation to evaluate the existing condition of pavement structure along various arterial roadways in the City of Placentia, Orange County, California.

RETROFIT OF DREW ROAD BRIDGE OVER NEW RIVER, BRIDGE NO. 58C-0026
Imperial County, California
Project Engineer. The existing six (6) span bridge was constructed in the 1940's, is approximately 135 feet in length, and 31 feet wide. Due to significant channel degradation and lower current flows within the river, practically all bent piles have been exposed, and evidence of severe corrosion, and in some cases complete loss of the shell sections, was recently observed. This condition prompted the County to shut down the bridge to all traffic due to the absence of vertical reinforcement in the piles. Previously proposed repair/retrofit of the bridge included the proposed construction of new 54-inch diameter CISS piles to support the existing bridge. However, the bridge design/retrofit concept has changed to accommodate construction of an approximate 165 foot long. Construction of the "ACROW" bridge requires new HP 14 x 89 piles for new abutment located outside of the existing bridge limits. Potential seismic settlement (dry and liquefaction induced) is estimated to be approximately 5 ½ to 10 inches. Therefore, in an effort to reduce the potential for seismic induced settlement around proposed pile foundations, it is proposed that compaction grouting be utilized within foundation footprint. This would allow for the reduction of potential down drag loads on proposed piles resulting in reduced/more economical pile lengths.

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SEAN ROY, PG, CEG

Senior Engineering Geologist / **PROJECT GEOLOGIST**

Mr. Roy has more than 19 years of technical experience in geotechnical engineering, engineering geology, geophysics, environmental, hydrogeological, and storm water project roles including project management, subsurface evaluation, and execution of various geotechnical engineering, soils and materials testing, field instrumentation, and construction oversight projects for a diverse array of clients. His geotechnical-related experience includes completing evaluations for a wide variety of projects including educational institutions, power generation and transmission, bridges, land development, commercial and industrial facilities. Mr. Roy has extensive experience with field exploration, geology, geophysics, earthwork, seismic and geotechnical hazards, environmental assessment and remediation, and groundwater for many large construction projects in California, Oregon and Arizona.

Recent Relevant Experience

DOGWOOD ROAD BRIDGE, BRIDGE NO. 58C-0026
Imperial County, California

Project Geologist. The existing three (3) span bridge was constructed in the 1967, is approximately 82 feet in length and 32 feet 7 inches in width. Recent surveys indicate the existing bridge is lowering due to subsidence (over 23 inches since 1981) of the general area causing a loss of freeboard under the bridge and accumulation of debris at the upstream end of the bridge, causing a waterway restriction and potential for future immersion. Current bridge design accommodates construction of an approximate 92 foot long, single span steel bridge to be placed over the existing crossing. New foundation piles (30-inch diameter, ½ inch thick CISS piles) are to be installed within the top 30 feet by vibratory methods then use traditional impact driving once piles reach 30 feet below the pile cut off elevation. The bridge design also accommodates ongoing subsidence.

LACK ROAD BRIDGE OVER NEW RIVER, BRIDGE NO. 58C-0101.
Imperial County, California

Project Geologist. Construction includes the replacement and widening of the existing bridge at Lack Road over the New River. The bridge was closed to all traffic when a failed pile/column was discovered in August 2016. The bridge was constructed in 1940, is approximately 106 feet in length, 27 feet wide and is currently supported by treated timber pile bents and pile abutments with timber lagging walls. Due to environmental concerns with respect to soil and water disposal, Standard 16-inch, Class 200 Alternate W pipe piles are recommended for foundation support of the proposed Lack Road Bridge replacement. Pipe piles have been designed to be 0.625 inches thick to accommodate the extreme corrosion potential of subsurface soils. Pile design also accommodates the potential for liquefaction induced settlement and associated down drag loading.

STANTON ENERGY RELIABILITY CENTER (SERC), LLC
Stanton, California

Project Geologist – NV5 performed the geotechnical investigation for the Stanton Energy Reliability Center (SERC), which consists of two General Electric (GE) LM6000-based EGTs, and related facilities including a vehicular bridge. NV5 was also retained to oversee the earthwork operations with a technician performing full-time observation and testing during construction. To accommodate the potential for liquefaction induced settlements, many of the structure on-site were underlain by at least 3 feet crushed aggregate base with 3 layers of reinforcing geogrids. Mr. Roy also oversaw environmental testing in the vicinity of two (2) polyethylene tanks which were encountered during construction excavations. To accommodate liquefaction potential.

EDUCATION

BS Engineering Geology,
San Diego State University

REGISTRATIONS/CERTIFICATIONS

Certified Engineering Geologist (CEG),
California, #2760

Registered Professional Geologist (PG),
California, #8765

Qualified SWPP Developer and Practitioner (QSD/QSP),

California, #25794

OSHA 40-Hour Certified

OSHA 8-Hour Certified

OSHA HAZWOPER Supervisor

AFFILIATIONS

San Diego Associated Geologists

San Diego Environmental Professionals

EXPERIENCE

19 years

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D. SCOTT MOORS, PG, CEG, CHg

Vice President | **PRINCIPAL GEOLOGIST**

With a career spanning over three decades, Scott consistently upholds the utmost standards of technical excellence and client satisfaction. As a seasoned and versatile business and project manager, he possess extensive expertise across various disciplines, including geotechnical engineering, construction quality assurance, materials testing, seismic hazard evaluation, and environmental remediation. His experience includes geotechnical review, landslide studies, groundwater studies, and pavement evaluation. Additionally, he is adept at public speaking, having delivered presentations at proposal meetings, association gatherings, agency hearings, and litigation proceedings, further solidifying my reputation as a trusted authority in the field.

As Vice President of NV5 West, Inc., Mr. Moors leads the Ventura and Bakersfield operations, bringing over thirty years of combined managerial and technical experience to the role. With a strong background in municipal consulting, project management, engineering, and environmental geology, he has overseen construction inspection and materials testing for numerous projects, including multi-story buildings, over 18 highway bridges, and more than 1.5 million tons of asphalt pavements. Additionally, Mr. Moors has shared his expertise by presenting multiple short courses on Pavement Maintenance & Rehabilitation and Public Works Construction Inspection for APWA.

EDUCATION
B.S., Geological Sciences, UCSB

EXPERIENCE
31 years

REGISTRATIONS
Professional Geologist #6100
Certified Engineering Geologist #1901
Certified Hydrogeologist #607

AFFILIATIONS
American Concrete Institute
American Society of Civil Engineers
Association of Environmental & Engineering Geologists
American Public Works Association
California Asphalt Pavement Association
California Council of Testing and Inspection Agencies

GEOTECHNICAL PLAN-CHECK REVIEW PROJECTS:

With over 34 years of local, Ventura County-based geotechnical experience and Mr. Moors has managed dozens of similar geotechnical peer-review contracts for local agencies. Scott has previously served as the geotechnical review consultant for the City of Camarillo (under Bing Yen & Associates and at Fugro). In addition, Scott has served as the geotechnical review consultant for 19 local cities including Agoura Hills, Calabasas, Hidden Hills, Malibu, Moorpark, Oxnard, Palmdale, Palos Verdes Estates, Santa Monica, Santa Barbara, Santa Clarita, Santa Paula, Simi Valley, Thousand Oaks, Ventura, West Hollywood, Ventura County, Santa Barbara County. In Camarillo, Scott served as the project geologist of the grading of the Spanish Hills development in the 1990s and is currently Principal Geologist for the Mian Development currently under construction.

GEOTECHNICAL PROJECTS:

Principal-in-Charge and principal investigator on hundreds of geotechnical studies for landslides (Big Rock Mesa, Portuguese Bend, ++), earthquake faults (Simi-Santa Rosa, Springville, Malibu Coast, Mission Ridge, Hollywood), <12 Caltrans freeway bridges, foundations studies, groundwater studies, municipal report review, emergency response.

PUBLIC INFRASTRUCTURE CONSTRUCTION PROJECTS:

Principal-in-Charge of construction inspection and construction materials engineering and testing contracts for hundreds of road, highway, bridge, waterworks, energy, and utility construction projects for virtually every local public works agency in Ventura, Santa Barbara, Los Angeles, and Kern counties. Combined construction value exceeds $2.5B.

PAVEMENT REHABILITATION PROJECTS:

Principal-in-Charge of design, construction inspection, and materials testing contracts for hundreds of pavement rehabilitation projects including over 1M ton of HMA, 1M SY slurry/micro, Cold In-Place Recycling, Cold Plant Recycling, Cape Seal, TMO, ARAM, ARHM Overlay, Full-Depth Reclamation, Warm Mix HMA and virtually every pavement rehab technique.

CALTRANS – DISTRICT 7, 8, & 12 SRL LAB STAFFING AND LAB TESTING

Project Manager and Principal in Charge; Provided Backup Laboratory Testing during transition and startup of the new Caltrans SRL. Provided JMF Verification testing, production testing for HMA & RHMA; qualification testing for soils and aggregates. 2011

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3RD PARTY REVIEW - GROUNDWATER ISSUES

EXPERT WITNESS | LOS ANGELES COUNTY, CA

City hydrogeological reviewer of private development projects in the cities of Malibu and Simi Valley. On behalf of cities, reviewed and provided comments on hydrogeologic reports submitted in support of private development projects.

LUCERNE VALLEY GROUNDWATER MODELING

GROUNDWATER MODELING | SAN BERNARDINO COUNTY, CA

Project Manager/Hydrogeologist for the Rancho Lucerne development in Lucerne Valley. This basin study evaluated water quality, availability, and mitigation measures and alternatives for a proposed 10,000 resident golf-course development in the San Bernardino desert. Designed and water and monitoring well construction and refurbishment.

MALIBU LANDSLIDE DEWATERING DISTRICTS

LANDSLIDE DEWATERING | LOS ANGELES COUNTY, CA

Project manager/Principal Hydrogeologist of four Landslide Hazard Abatement Districts in Malibu, California. Special assessment districts for the Big Rock Mesa, Calle Del Barco, Malibu Road-Puerco Beach, and Latigo Canyon landslides monitor and maintain landslide mitigation facilities including dewatering wells, hydraugers, monitoring wells, slope inclinometers, and survey monuments.

MUNICIPAL GEOTECHNICAL REVIEWER – 19 CITIES

MUNICIPAL REVIEW | 12+ CITIES AND COUNTIES – SO. CAL.

Principal Geologist – Geotechnical Reviewer for cities of Agoura Hills, Calabasas, Camarillo, Hidden Hills, Malibu, Moorpark, Oxnard, Palmdale, Palos Verdes Estates, Santa Monica, Santa Barbara, Santa Clarita, Santa Paula, Simi Valley, Thousand Oaks, Ventura, West Hollywood, Ventura County, Santa Barbara County. Authored Geotechnical Review Guidelines for multiple cities.

HYDROGEOLOGY PROJECTS:

Expert Witness in multiple groundwater related forensic studies including adjudication of the Santa Maria Groundwater Basin. Designed and supervised construction of multiple production water wells. Designed, supervised construction and managed operations for remediation of multiple groundwater remediation systems.

ROSE BOWL CONCRETE EVALUATION & RENOVATION

CONCRETE EVALUATION | PASADENA, CA

Project Principal – Project Manager and Project Principal for multi-faceted sampling and evaluation of concrete structural elements for renovation of the Rosa Bowl stadium in Pasadena. Mr. Moors scoped, planned and oversaw execution of concrete core sampling and testing and in a subsequent phase renovation design and preparation of plans and specifications for concrete rehabilitation work in the historic Rose Bowl Stadium. 2008 - 2011

CALLEGUAS MWD CONSTRUCTION DEWATERING

PIPELINE CONSTRUCTION DEWATERING | AGOURA HILLS, CA

Principal Hydrogeologist for construction dewatering design recommednations for municipal pipeline cvostruiction in shallow grounwater area.

LAKE MALIBOU AREA GROUNDWATER SEEPAGE

EXPERT WITNESS | LOS ANGELES COUNTY, CA

Expert Witness at trial in hydrogeologic study of seepage, groundwater, and geotechnical conditions of seepage-induced settlement on hillside property at Lake Malibou, Los Angeles County, CA.

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GENE CUSTENBORDER, PG, CEG

Senior Engineering Geologist / **THIRD PARTY REVIEW OF GEOTECHNICAL REPORTS**

Mr. Custenborder's experience in the field of engineering geology includes a wide variety of work throughout Southern California. This experience includes geotechnical feasibility studies and geotechnical investigations for commercial, residential and public works projects in many types of terrain. He has performed geotechnical studies for roadways, electrical transmission lines, pipelines, water tanks and two rockfill dams. Gene has evaluated potential geologic hazards due to landslides, slope instability, coastal processes, surface fault rupture, liquefaction and seismic shaking. Geologic investigative techniques include field mapping, in- hole and up-hole geologic logging and sampling of borings and trenches, seismic refraction surveys, various technical computer applications and aerial photographic analyses of landforms. has worked as a geotechnical reviewer for many municipal agencies. In that capacity provided geotechnical reviews of other geotechnical consultant's work products.

REGISTRATIONS/CERTIFICATIONS

BS Geology
Certified Engineering Geologist, CA, #1319

Registered Geologist, CA #3992

EXPERIENCE

40 years

Recent Relevant Experience

CITY OF TEMECULA
MARGARITA RECREATION CENTER, TEMECULA, CALIFORNIA

Demolition and Rebuild project (Design Build) at the Margarita Park Recreation Center in Temecula, California. Geotechnical investigation included nine (9) exploratory borings located within the project area to a maximum depth of approximately 20 to 51 ½ feet below ground surface. Lab testing program to evaluate geotechnical of engineering properties of subsurface materials. Preparation of report including presenting our findings, conclusions, and geotechnical design recommendations. The new recreational center would be approximately 8,600 square feet of indoor space, including a classroom, multipurpose room with operable partition, dance/fitness room, kitchen, administrative/reception offices, lifeguard/aquatic and first aid rooms, locker rooms and restrooms.

CITY OF POWAY
ESPOLA ROAD BIKE LANE IMPROVEMENT PROJECT, PRELIMINARY DESIGN INVESTIGATION

Engineering Geologist for Preliminary Geotechnical investigation included review of existing project sketches, geotechnical maps and literature, field reconnaissance, lab testing program to evaluate geotechnical of engineering properties of near surface materials. Preparation of report including presenting our preliminary findings, conclusions, and geotechnical design recommendations.

CITY OF CARLSBAD
BOBCAT BOULEVARD AT SAGE CREEK REHABILITATION, CARLSBAD, CALIFORNIA

The purpose of this investigation was to evaluate the subsurface conditions at the roadway site and to provide geotechnical conclusions and recommendations pertaining to the observed distress. Geotechnical investigation included four (4) exploratory borings and five (5) pavement cores within the project area. Lab testing program to evaluate geotechnical of engineering properties of subsurface materials. Preparation of report including presenting our findings, conclusions, and geotechnical design recommendations.

ORANGE COUNTY, LAGUNA NIGUEL, CA, MITIGATION OF PASEO DE LA COLINAS SEEPAGE

NV5 provided services in support of the proposed mitigation of seepage encountered along Paseo de la Colinas, located between about 200 to 400 feet west of the Chabot Road intersection in Laguna Niguel, California, and to provide conclusions and geotechnical engineering recommendations pertinent to the project. NV5's geotechnical and engineering geology services included the review of available literature on subsurface conditions, drilling, and associated documentation of seven (7) borings, appropriate laboratory testing for assessment of subsurface characteristics, and engineering evaluation of the data collected to develop geotechnical recommendations for the

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proposed mitigation of seepage conditions. Recommendations for seepage mitigation include placement of a French drain system developed based on the conclusions of our geotechnical investigation.

CITY OF NATIONAL CITY
PARADISE CREEK PARK AND IMPROVEMENT TO HARDING AVENUE AND 21ST STREET

Engineering Geologist for the Geotechnical Investigation, Materials Testing and Special Inspection. Project consisted of Paradise Creek Park and adjacent roadway improvements to 21st Street and Harding Avenue in National City, California. Conventional cut-fill mass grading of approximately 11,500 cubic yards, of which approximately 11,000 cubic yards will be imported was required. Fill embankments attaining a maximum height of approximately 16 feet at a gradient of 2 to 1 The project also includes street improvements (curb, gutters, sidewalks, streetlights, and pavement), storm drainage improvements, a water quality basin, and relocation and construction of overhead and underground utilities.

CITY OF OCEANSIDE WATER UTILITY DEPARTMENT - ON-CALL GEOTECHNICAL AND MATERIAL TESTING - ONGOING
SAN LUIS REY WATER RECYCLING FACILITIES

NV5 performed a preliminary geotechnical investigation for a proposed 2 million gallons, pre- stressed concrete, recycled water storage reservoir at the San Luis Rey Water Reclamation Facility (SLRWRF) in Oceanside. Our investigation included site reconnaissance, subsurface investigation, laboratory testing, seismic evaluation, liquefaction analysis, geotechnical analysis and recommendations for the design and construction of the proposed tank and its appurtenances. NV5 provided materials testing and special inspection services for the project which also included inspection of stone column installation (for remediation of liquefaction potential)

CITY OF OCEANSIDE WATER UTILITIES DEPARTMENT
JONES ROAD SEWER PROJECT, OCEANSIDE, CALIFORNIA

Installation of approximately 1,165 lineal feet of pipeline. Trench excavation depths extended to depths ranging between approximately 9 to 29 feet below existing grade. Soil (field and laboratory) and asphalt (field and laboratory) testing during backfill. Geotechnical consultation to address groundwater/dewatering issues.

CITY OF VISTA / BUENA SANTITATION DEPARTMENT, ON-CALL GEOTECHNICAL, MATERIALS TESTING AND INSPECTION SERVICES – ONGOING
SYCAMORE CREEK DETENTION BASIN

Geotechnical Engineer for the decommissioning and backfilling of the detention basin that is no longer feasible. Property is being restored for future development.

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SHAUN B. SIMON, PE, PG, CEG, QSD, QSP

Engineering Manager | **PROJECT ENGINEER**

Shaun Simon has over 22 years in the geotechnical, construction materials testing and inspection industry. Mr. Simon is licensed in California as a PE and CEG with extensive experience in geotechnical consulting, and inspection and construction observation and materials testing of private and public construction projects.

Mr. Simon has extensive experience in geotechnical exploration, design, and construction testing of public and private infrastructure; field and laboratory testing of soil, rock, and construction materials including aggregate base, asphaltic concrete materials and pavement surfacing materials, concrete, steel, and other construction materials used in projects for Public Works projects, Caltrans, DSA school projects, OSHPD Hospital projects, and private development projects in Ventura, Oxnard, Santa Barbara, Moorpark, Camarillo, Thousand Oaks, Bakersfield, Visalia, and unincorporated areas of Los Angeles, Ventura, Santa Barbara, Kern, and other counties. Mr. Simon also maintains DSA, Caltrans, AAP/AMRL/AASHTO, CCRL, and USACOE accreditations for the laboratory testing facilities. Mr. Simon's experience includes: field and lab testing of construction materials including engineered fill, subgrade, base, and asphalt materials; and inspection of pavement resurfacing materials (including ARAM, ARHM, Microsurfacing, CAPE Seal, Chip Seal, and REAS).

SOUTHERN CALIFORNIA GAS COMPANY – SLOPE RECONSTRUCTION L-1005 PIPELINE, COLD SPRINGS CANYON

ENERGY | MONTECITO, CA

Provided engineering management and geotechnical exploration and design for reconstruction of slope and realignment of high pressure gas pipeline crossing Cold Springs Canyon and damaged by the Post-Thomas Fire Debris Flows of January-February 2019. Pipeline had been exposed by deep scouring. NV5 designed realignment of pipeline deeper into bedrock, and designed the reconstruction of a slope supporting an arterial street.

EDUCATION
B.S., Civil Engineering, CSUN
B.S., Geological sciences, UCSB

EXPERIENCE
22 years

LICENSES / REGISTRATION:
Registered Civil Engineer, CA
RCE 82610

Certified Engineering Geologist, CA – CEG 2461

Professional Geologist, CA – PG 8051
Qualified SWPPP Developer
Qualified SWPPP Practitioner
CASQA Certificate 22579

AFFILIATIONS
Association of Engineering Geologists
American Society of Civil Engineers
American Public Works Association
Coast Geological Society

SOUTHERN CALIFORNIA GAS COMPANY – MATILIJA CREEK REPLACEMENT, L-8109 PIPELINE

ENERGY | MATILIJA CREEK, VENTURA COUNTY, CA

Provided engineering management and geotechnical exploration and design for reconstruction of slope and realignment of high pressure gas pipeline crossing Matilija Creek and damaged by storms from Winter 2019. Pipeline had been exposed by scouring of the alluvial deposits in the creek. NV5 designed realignment of the pipeline deeper into the bedrock deposits to avoid exposure from future scouring.

SOUTHERN CALIFORNIA GAS COMPANY – L-85 NP 146.57 PIPELINE REALIGNMENT

ENERGY | SANTA CLARITA, CA

Provided engineering management and geotechnical exploration and design for realignment of high pressure gas pipeline crossing rough terrain and recently active slope failure / landsliding in Maple Canyon and damaged by storms from Winter 2019.

COUNTY OF SANTA BARBARA – GOLETA BEACH BRIDGE REPLACEMENT

PUBLIC WORKS | GOLETA, CA

Provided management of field and laboratory testing of construction materials used in construction of new bridge to replace existing bridge structure.

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CAMARILLO DRAIN /CAMARILLO CONFERENCE CENTER

PUBLIC WORKS | CAMARILLO, CA

Provided management and technical direction of geotechnical design study for replacement of open channel reinforced concrete storm drain channel with two rectangular box channels to provide a contiguous area for a proposed regional conference center.

CALLEGUAS MUNICIPAL WATER DISTRICT– INTERCONNECT PROJECT

ENERGY | THOUSAND OAKS, CA

Engineering management of construction materials testing and inspection for new infrastructure constructed in city streets to connect major municipal water resources for two water districts including pump station and pipeline construction.

LAS VIRGENES MUNICIPAL WATER DISTRICT– VARIOUS PUMP STATIONS

ENERGY | LOS ANGELES & VENTURA COUNTIES, CA

Engineering management of construction materials testing and inspection for improvement to six pump stations in operation across the district.

OJAI VALLEY COMMUNITY HOSPITAL – OVCH REPLACEMENT CONTINUING CARE CENTER

HOSPITAL | OJAI, CA

Provided management of laboratory and field testing of construction materials used in replacement facility.

COUNTY OF VENTURA – PAVEMENT RESURFACING

PUBLIC WORKS | VENTURA, CA

Provided management of field and laboratory testing of construction materials used in pavement resurfacing including microsurfacing, Asphalt Rubber Hot Mix, and Asphalt Rubber Aggregate Membrane.

CITY OF BAKERSFIELD – BELTWAY OPERATION IMPROVEMENT PROJECT

PUBLIC WORKS | BAKERSFIELD, CA

Provided management of laboratory testing of highway construction.

CITY OF BAKERSFIELD – SR 178 WIDENING

PUBLIC WORKS | BAKERSFILED, CA

Provided management of laboratory testing of highway construction.

CITY OF BAKERSFIELD – MORNING DRIVE

PUBLIC WORKS | BAKERSFIELD, CA

Provided management of laboratory testing of highway construction.

CITY OF CAMARILLO – CALLEGUAS BIKE PATH

PUBLIC WORKS | CAMARILLO, CA

Provided management of field and laboratory testing of bike and pedestrian path improvements including testing of engineered fill, subgrade, base, and concrete.

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MICHAEL CRAWFORD, ACI, ICC

Field Manager | **MATERIALS TESTING MANAGER**

Mr. Crawford has over 20 years of experience in Quality Control and Quality Assurance. His experience began in the laboratory, where he became proficient in testing the mechanical properties of soils, concrete, masonry, and other construction materials. Building upon his extensive knowledge of soil and earthwork mechanics, Mr. Crawford has actively expanded his knowledge and understanding of various construction work elements. He has extensive work experience servicing and working directly with jurisdictions across San Diego County, including supporting SDG&E, City of San Diego, County of San Diego, City of Oceanside, and various school districts. Certified by Caltrans in the following: CT 125 GEN: Sampling - GENERAL
CT 125 HMA: Sampling - HMA
CT 231: Relative Compaction - Nuclear Gage
CT 375: AC Density by Nuclear Gage
CT 504: Air Content of PCC - Pressure Method (JTCP)
CT 518: Unit Weight - PCC (JTCP)
CT 523.1 Section B.1 & B.2: Flexural Strength (Field Fabrication) (JTCP)
CT 539: Sampling Fresh Concrete (JTCP)
CT 540: Making Cylinders - PCC (JTCP)
CT 543: Air Content of PCC - Volumetric Method (JTCP)
CT 556: Slump - PCC (JTCP)
CT 557: Temperature - PCC (JTCP)
His knowledge, experience, cooperation, and work ethic has directly contributed to the success of projects for which he has been involved.

REGISTRATIONS / CERTIFICATIONS

ICC Reinforced Concrete
ICC Prestressed Concrete
ICC Structural Masonry
ICC Soils Special Inspector
DSA Masonry Inspector
ACI Concrete Field Technician
City of San Diego Certified
Portable Nuclear Gauge Safety & U.S D.O.T Hazmat Certification
CALTRANS Certified: CT 125 GENERAL, CT 125 HMA, CT 231, CT 375, CT 504, CT 518, CT 523.1 Section B.1 & B.2, CT 539, CT 540, CT 543, CT 556, and 557

EXPERIENCE

20+ years

Project Experience

LAMBERT PARK IMPROVEMENTS, EL MONTE, CALIFORNIA

City of El Monte

Reinforced concrete and structural masonry inspector for new concession stand/restroom building at Lambert Park. Performed various construction inspection including earthwork, post-installed anchors, reinforced concrete, and structural masonry.

VARIOUS PROJECTS – PROFESSIONAL SUPPORT SERVICES FOR SDG&E CIVIL / STRUCTURAL ENGINEERING SERVICES

Richard Brady & Associates, Inc.

Responsible for performing as-needed testing and inspections services in accordance with building code, project documents, and SDG&E standard specifications. Scope of work included but not limited to reinforced concrete structures (TE-0089), drilled pier and direct bury foundations for lattice towers and tubular steel poles (TE-0105), underground cables and accessories, conduits and ducts, and subsurface structures (TE-0107), and micropile foundations for transmission steel poles (TE-0146).

CARROL CANYON ROAD EXTENSION

Caltrans, San Diego, CA

Project included a 1,700-foot-long bridge - Assisted in preliminary geotechnical studies, logging borings, organizing field and laboratory samples, performing laboratory tests.

MEADOWLARK WATER RECLAMATION FACILITY (MRF) SOLIDS FORCE MAIN REPLACEMENT

Vallecitos Water District | Vista, CA

Field Technician observations and compaction testing of pipeline backfill, subgrade, base and asphaltic concrete pavement testing for roadway trench repairs.

POSEIDON DESALINATION PLANT (C1130 - C1133) DISTRIBUTION UNDERGROUNDING AND SCADA EXTENSION

San Diego Gas and Electric (SDG&E)

Lead Special Inspector: Mr. Crawford was responsible communicating, coordinating, and performing inspections with the project team. Specific work elements include reinforced concrete and post-installed anchors.

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH
ONWARD ENGINEERING

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **Onward Engineering,** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - General Civil Engineering Design
      - Construction Management & Inspection

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9**, **2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant

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in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be

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indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	Onward Engineering 300 South Harbor Blvd, Suite 814 Anaheim, CA 92805 Attn: Majdi Ataya President

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – Onward Engineering

Majdi Ataya
_____
Name

Sign: Majdi Ataya
Title: President

Muhammad Ataya
_____
Name

Sign: Muhammad Ataya
Title: Vice President

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference. In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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ONWARD ENGINEERING
design smarter. build better.
300 South Harbor Boulevard
Suite 814, Anaheim, CA 92805
www.oe-eng.com

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPECTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION ON-CALL PROFESSIONAL SERVICES

FOR THE CITY OF

GARDENA

CIVIL ENGINEERING DESIGN ON-CALL PROFESSIONAL SERVICES

Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778

Attn: Kevin Kwak,
Assistant Public Works Director
kkwak@cityofgardena.org.

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300 S. Harbor Blvd., Suite 814
Anaheim, CA 92805
(714) 533.3050 I www.oe-eng.com

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director
kkwak@cityofgardena.org.

June 13th, 2024

SUBJECT: GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPECTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION ON-CALL PROFESSIONAL SERVICES

Onward Engineering (OE) is pleased to submit our proposal to provide Civil Engineering Design On-Call Professional Services for the City of Gardena. We understand that on-call assignments require a responsive, flexible, and experienced partner ready to meet the City's needs promptly and efficiently. Our expertise in public works projects, particularly roadway and parkway improvements, ensures that we are well-equipped to handle any task with precision and care. Our team is prepared to respond quickly to your requests, providing reliable solutions that align with the City's goals and standards.

Our team is the heart of our business, and we take pride in the dedication, expertise, and collaboration that our professionals bring to every project. Our experienced team of Project Engineers is led by our long-time Project Managers:

- **Delfino "Chino" Consunji, PE**: With decades of experience, Chino is renowned for his strategic project management and engineering acumen.
- **Justin Smeets, PE, PLS:** A licensed surveyor and professional engineer, Justin brings a unique blend of skills that enhance our project outcomes.
- **Joe Dyer, PE:** Known for his meticulous attention to detail, Joe ensures that every project meets the highest standards of quality and efficiency.
- **Ignacio Ochoa, PE, TE, PTOE:** With specialized expertise in traffic engineering, Ignacio plays a critical role in optimizing transportation infrastructure.
- **Donald Hoppe:** Donald's extensive experience in project management ensures that projects are delivered on time and within budget.

Supporting these leaders is a capable team of Project Engineers, including Ryan Dennis, P.Eng.; Dayton Lowe; Jared Speicher, EIT; David Loria; Jason To; Eric Urso, LSIT; Henry Lu; and Leonard Phung. This team has worked together on numerous similar projects, fostering a seamless, confident, and familiar team dynamic. Their collective expertise and collaborative spirit enable us to tackle complex challenges and deliver exceptional results.

I would like to thank the City of Gardena for the opportunity to submit our proposal. **I will be the officer authorized to bind OE to this Contract. This proposal shall remain valid for a period of not less than (120) days from the date of submittal.** If you have any questions or would like any additional information, please feel free to contact me at: (714) 533-3050, or by email at: mataya@oe-eng.com.

No addenda has been distributed for this proposal.

OE has read, understands, and agrees with the City's Services Agreement, with no exceptions taken.

OE understands, can and will comply with the City's insurance requirements.

We thank you for the opportunity to serve the City of Gardena.

Thank you,

Majdi Ataya

Majdi Ataya, PE
President, Onward Engineering

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2 FIRM QUALIFICATIONS & EXPERIENCE/SIMILAR PROJECTS

FIRM'S GENERAL INFORMATION

LEGAL NAME & ADDRESS

Onward Engineering
300 S. Harbor Blvd.
Suite 814, Anaheim, CA 92805
(714) 533.3050 | mataya@oe-eng.com

FIRM DETAILS

California Secretary of State business entity number: C2640309



PROFESSIONAL SERVICES

DESIGN Engineering
PROJECT Management
CONSTRUCTION Management
STAFF Augmentation
PLAN Check
CONSTRUCTION Inspection
SURVEYING

FIRM HISTORY

Incorporated Year **2004** as a "**C**" Corporation in the state of CA. **20** Years in business **34** Employees

MISSION STATEMENT

At Onward Engineering (OE), our mission is to set a new standard of excellence in consulting services for our clients, ultimately enhancing the quality of life in the communities we serve.

EXECUTIVE SUMMARY

Tailored Solutions and Extensive Experience

OE specializes in delivering customized solutions tailored to the specific needs of each project. Our extensive experience with cities such as Downey, Diamond Bar, Norwalk, El Monte, La Mirada, Pico Rivera, West Covina, and Whittier has equipped us with the knowledge and skills necessary to address diverse challenges and expectations.

Leveraging Technology for Efficiency

We leverage advanced technology to enhance project efficiency and communication. Utilizing ClickUp for Agile Project Management, we ensure real-time updates and seamless collaboration, allowing the City of Gardena to stay informed and engaged throughout the project lifecycle. This approach ensures that we can quickly adapt to any changes or requirements, maintaining transparency and accountability.

Commitment to Quality and Communication

Quality assurance and quality control (QA/QC) are integral to our process. Majdi Ataya, PE, a former City Engineer, will serve as the QA/QC Manager, ensuring all deliverables meet the highest standards. Our QA/QC process includes three levels of review, ensuring that all documents are consistent, clear, correct, constructible, and complete—the 5 C's. We emphasize open and frequent communication, holding regular meetings and providing status reports to keep the City informed and address any concerns promptly. Our goal is to build a strong partnership with the City of Gardena, delivering high-quality services that meet your needs and exceed your expectations.

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DESIGN ENGINEERING SCOPE OF WORK

PHASE 1 SITE RESEARCH

MEETINGS

kick-off meeting • progress meetings • submittal meetings • council meetings • public outreach meetings

RESEARCH & REVIEW

atlas maps • survey data • PMP • funding packages • as-builts • environmental records • GIS data, etc.

UTILITY NOTIFICATION

3 utility notices

***GEOTECHNICAL INVESTIGATION**

***TRAFFIC STUDIES**

***ENVIRONMENTAL**

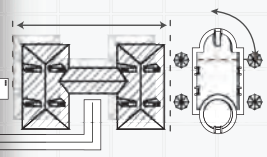
***PREPARE FEDERAL FUNDING DOCUMENTS (IF NEEDED)**

PHASE 2 PRELIMINARY DESIGN

***DRONE MAPPING**

***LASER SCANNING**

***TOPOGRAPHIC SURVEY**



DESIGN SMARTER. BUILD BETTER.

BASE SHEET PREPARATION

road base map • ROW base map • utility base map

SITE EVALUATION

CONCEPTUAL PLANS OR 35% PLANS & ESTIMATE

***LANDSCAPE PLANS (IF NEEDED)**

This Scope of Work represent our typical Scope. Not all items may reflect every aspect of a project

PHASE 3 FINAL DESIGN

60% PLANS & ESTIMATE

***TRAFFIC CONTROL PLANS**

***TRAFFIC SIGNAL PLANS**

***CALTRANS OR OTHER PERMIT**

90% PS&E

100% PS&E

FINAL PS&E

PHASE 4 CONSTRUCTION SUPPORT

BID ASSISTANCE & CONSTRUCTION SUPPORT

(attend pre-bid meeting • prepare addenda • attend pre-construction meeting • respond to RFIs • review submittals • prepare as-builts)

ONWARD ENGINEERING
design smarter. build better.

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SURVEY MAPPING

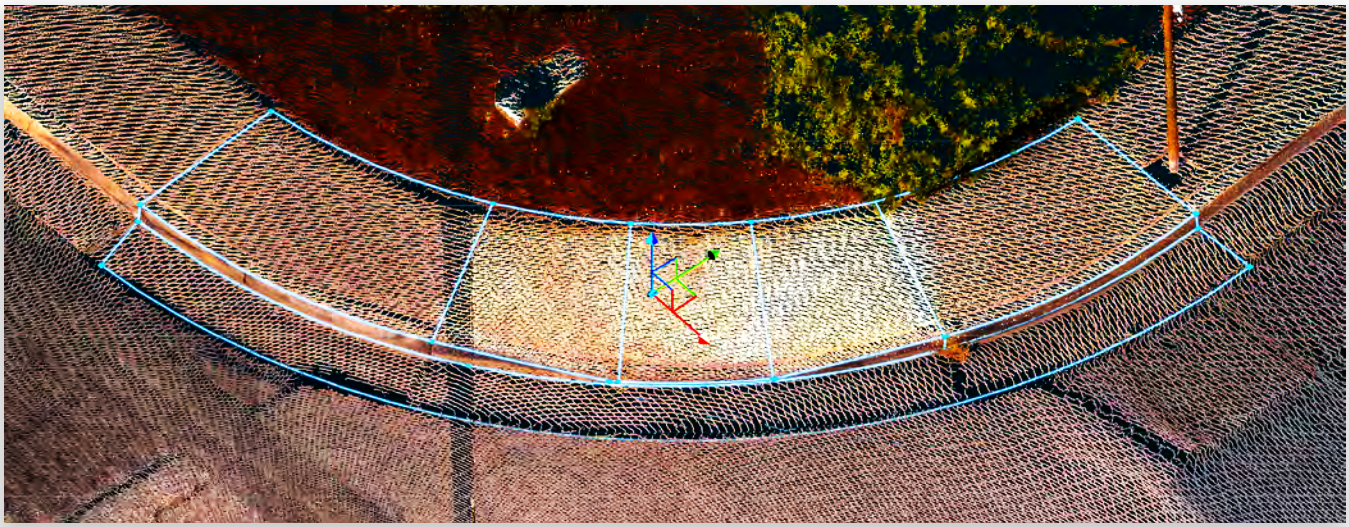
Onward Engineering (OE) provides a wide range of surveying services to various clients throughout Southern California. OE works on staying at the forefront of technology so that we can use the latest tools in performing accurate and efficient surveys for our clients. We understand that Land Surveying is important for accurately locating the built environment relative to it's surroundings and legal boundaries. Overall, land surveying is essential for effective land management, sustainable development, and the efficient use of natural resources. It provides accurate spatial information that underpins many aspects of modern society, from urban planning and construction to environmental protection and economic development. We can perform many types of land surveys to suit the City's needs. In general we offer the following services:

TOPOGRAPHIC SURVEY

A topographic survey is performed in order to collect the detailed information about an existing environment and plotted on a scaled map. The survey is meant to gather terrain information, vegetation, structures, visible utilities, grade breaks, and drainage patterns. OE performs a topographic survey using various tools in order to provide the most detail necessary for the City. This might involve cross sections at every 25' or 50' along a corridor to get detailed surface information.

LASER SCANNING

OE collects topography data and photos using a terrestrial laser scanner. The laser scanner is equipped with a high-speed 3D scanning system that measures 500,000 points per second and HDR 360-degree images. The advantage of laser scanning is it provides high density accuracy, fast data collection, and a clear representation of the existing conditions using a colorized point cloud of the site as shown in the sample image.



The 3D point cloud produced allows linework to be quickly drafted and for a more accurate placement of objects for the existing utility appurtenances. Appurtenance geometry such as utility pole, fence and tree diameters are accurately documented as the entire circumferences of the objects are measured rather than the single point which is typically collected from a traditional survey. This allows a precise identification of ADA clearance issues to ensure an accurate design.

DRONE MAPPING

A site assessment is enhanced with the collection of high-resolution aerial photographs using our drone. Our team has three remote pilots licensed by the FAA to fly drones for commercial use. The aerial photographs allow us to accurately denote site surface features, areas of excessive pavement distress, utility notification markings, and street striping, as well as providing us with highly detailed reference data that cannot be achieved through traditional site evaluation methods. Additionally, the images collected are at a higher resolution than images provided by other sources and are ideal for use in the preparation of exhibits.

The images below, collected for a previous project, demonstrate the level of detailed information that can be collected using drone technology. The aerial photos collected are consolidated in post-processing to create complete street segments with very high levels of detail.



ADA RAMP DETAIL





ASPHALT CRACKING

CENTERLINE & RIGHT-OF-WAY ESTABLISHMENT

Land surveying for centerline and right-of-way establishment involves precise measurements and documentation to define the path of roads, highways, railways, or other transportation corridors, as well as the boundaries of the land allocated for their construction and maintenance.

OE's process involves researching existing maps and legal documents to determine the limits of the right-of-way, property boundaries, and easements. Our field crew then performs a field survey using a combination of GPS tools and conventional survey equipment to determine the centerline alignments and limits of the right-of-way. Our field crew then locates existing monuments along the corridor and references them to existing recorded maps. This survey is not a full boundary survey, but involves the field work necessary in determining the Centerline of the requested corridor.

CONSTRUCTION STAKING

When performing construction staking, OE conducts a thorough review of the project plans, specifications, and relevant documents provided by the City and project stakeholders. We:

- Coordinate with the City, Project Engineer, Contractor, and other parties involved to understand the project requirements and schedule.
- Mobilize survey crews equipped with state-of-the-art surveying instruments, including total stations, GPS receivers, and data collectors, to the construction site.
- Establish control points and reference benchmarks using precise surveying techniques for accurate georeferencing.
- Conduct field surveys to stake out critical construction points, including curbs, centerlines, flowlines, utilities, drainage features, structures, and other project elements, as per the project plans and specifications.
- Ensure that all staking is performed in accordance with applicable surveying standards, regulations, and best practices.

MONUMENT PRESERVATION & CORNER RECORDS

Monument preservation and the preparation of corner records are crucial tools for maintaining established markers to be referenced for future land surveys and locating centerlines and property lines. Preparing a corner record in California involves documenting the establishment and location of property corners and centerline monuments for land parcels.

Our survey crew meticulously gathers field data using advanced surveying equipment to accurately determine the coordinates and physical characteristics of each monument. This process typically includes researching historical records, conducting field surveys, and verifying monumentation to ensure the reliability and accuracy of the corner record. Once the necessary data is collected, our surveyors draft a detailed corner record document that includes a

description of their monument type, dimensions, and relationships to adjacent features. The corner record is then submitted to the City for review and approval, and upon acceptance, it becomes an official record of the property corners for legal purposes.

The corner record serves as a vital reference for property owners, land developers, and government agencies in delineating property boundaries and surveyed corners, allowing for clarity and certainty in land ownership, property rights, and reliable survey records.

RECORD OF SURVEY MAPS

This involves documenting survey data to create an official record of property boundaries, land divisions, and other survey-related information. Our Surveyors conduct field surveys to accurately measure and delineate area boundaries and document survey monuments, property corners, and other boundary markers. Our team then compiles the data into a detailed map that depicts the surveyed boundaries, easements, encroachments, and other relevant features whilst checking conformance with state and local surveying regulations and standards, including specific formatting requirements and technical specifications, and incorporating all necessary legal descriptions, notes, and annotations. We then conduct quality control checks to identify, address and correct discrepancies or inconsistencies identified during the review process to achieve accuracy and integrity of the final map. Once approved, the map is signed and sealed by a licensed surveyor.

TRACT AND PARCEL MAPPING

Tract and Parcel Maps define the subdivision of land into individual lots or parcels. Our Surveyors measure and delineate the boundaries of the tract or parcel, as well as any easements, etc. and then compile the collected data and draft a comprehensive map that depicts the layout and configuration of the subdivided land. For Tract Maps, which typically involve larger subdivisions, the map includes information about the layout of streets, blocks, lots, and common areas, as well as any applicable easements, dedications, or restrictions. Parcel Maps, on the other hand, focus on smaller subdivisions such as individual parcels with their respective boundaries, dimensions, and legal descriptions.

The drafting of the maps must adhere to strict regulatory requirements and standards established by the California Land Surveyors Act, including specific formatting guidelines, scale ratios, and technical specifications. We also incorporate any necessary legal descriptions, annotations, or notes to provide clarity and context to the map. The map undergoes review, quality control, and is then signed and sealed, certifying its accuracy and compliance with surveying standards. The completed map serves as a legally binding document that defines the boundaries and ownership of the subdivided land parcels.

TEMPORARY CONSTRUCTION EASEMENTS

OE establishes temporary rights-of-way and accesses permissions granted to construction crews or contractors for a specified period during the construction phase of a project. OE's Survey crew defines the boundaries and terms of these temporary easements by conducting a thorough assessment of the construction site and project plans to determine the areas where temporary access or use of land is necessary.

This assessment involves identifying potential obstructions, existing property boundaries, and utilities. OE then works closely with project engineers, developers, and landowners to determine the limits for the temporary easements. This involves drafting legal descriptions and exhibits of the temporary easements. We work closely with the City and Engineer to include the duration of access, permitted activities, compensation (if applicable), and any restrictions or requirements imposed by the landowner or regulatory authorities.

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DESIGN ENGINEERING QA/QC

QA

Quality Assurance (QA) is a proactive measure to verify that our systems and procedures align with the City's requirements and expectations. Achieving design quality is crucial for controlling costs during construction. By dedicating resources to producing quality designs, QA delivers a better return on investment and must be adhered to throughout all phases of project design.

The most effective Construction Management (CM) approach begins during the design phase. Emphasizing design quality and clarity is the best way to minimize change orders, claims, and construction costs. Our QA approach focuses on creating well-documented, well-designed plans and specifications that meet a high standard of quality. This means our designs must be Clear, Complete, Correct, Consistent, and Constructible (the "5 C's").

Providing contractors with high-quality plans allows them to understand exactly what to bid on, minimizing areas of interpretation. The requirement for public bidding further incentivizes our design engineering team to achieve both quality and clarity in project plans and specifications. Our primary goal is to achieve the highest project quality by implementing and maintaining accuracy and consistency across all calculations, drawings, and specifications in project documents.

PLAN REVIEW

Our documents will go through 3 levels of review prior to each submittal:

1. **INITIAL PEER REVIEW**
2. **PROJECT MANAGER REVIEW**
3. **QUALITY ASSURANCE REVIEW**

ERROR MITIGATION

This three tiered review allows for error mitigation on 3 separate levels of detail:

1. **GROUND LEVEL**
   - Drafting
   - Calculations
   - Document Formatting
2. **PM LEVEL**
   - Design Compliance
   - Project Intent Compliance
3. **QA LEVEL**
   - Completeness of Document
   - Verify "Biddable" Plans

Plan checks will check that the plans meet the 5 C's: Consistent, Clear, Correct, Constructible, and Complete.

QC

Quality Control (QC) involves performing all activities in conformance with valid requirements, regardless of their overall contribution to the design process. Good CAD techniques, attention to detail, and ensuring that plans are accurate and useful to the contractor are essential components of quality.

Our project engineers and project managers understand that quality results from a series of processes. It requires a team to perform numerous appropriate activities at the right times during the plan development process. QC is not just a final review; it is an ongoing approach that emphasizes quality throughout every phase of the design process.

At OE, we believe in designing smarter and building better. Our design team adheres to established design policies, procedures, standards, and guidelines in the preparation and review of all design products, ensuring compliance and good engineering practices as directed by the Project QC Plan. This continuous focus on quality helps us deliver superior results for every project.

The elements of the QC Plan are as follows:

- **PROJECT** INFORMATION: Title | Number | Location | Description | Plan Scope | Plan Overview
- **PROJECT** SPECIFICATIONS: PS&E | Industry Quality Standards | OE Quality Standards | Other Specifications
- **PROCESS** CONTROL: Quality Control Tasks Listing | Process Coordination | Process Communication
- **PROJECT** ORGANIZATION & COMMUNICATION: Key Personnel | Responsibilities | Authority | Chain of Communication
- **DESIGN** CONTROL: Design Plan | Design Reviews
- **CONTROL** OF NONCONFORMITY: Identifying | Recording I Reporting
- **PROJECT** CLOSE-OUT: Closeout Checklist | Closeout Report | Lessons Learned

PROJECT CONTROLS

Effective project controls are essential for managing and delivering successful projects. At OE, our project controls framework encompasses a range of activities and processes designed to ensure that projects are completed on time, within budget, and to the required quality standards. Below are the key components of our project controls approach.

DESIGN KICK-OFF MEETING & PROJECT MEETINGS

The kickoff meeting is a critical first step in setting the stage for a successful project. During this meeting, we:

- Establish project goals and objectives as well as any technical requirements.
- Define roles and responsibilities.
- Review the project schedule and milestones.
- Discuss potential risks and mitigation strategies.
- Set expectations for communication and collaboration.

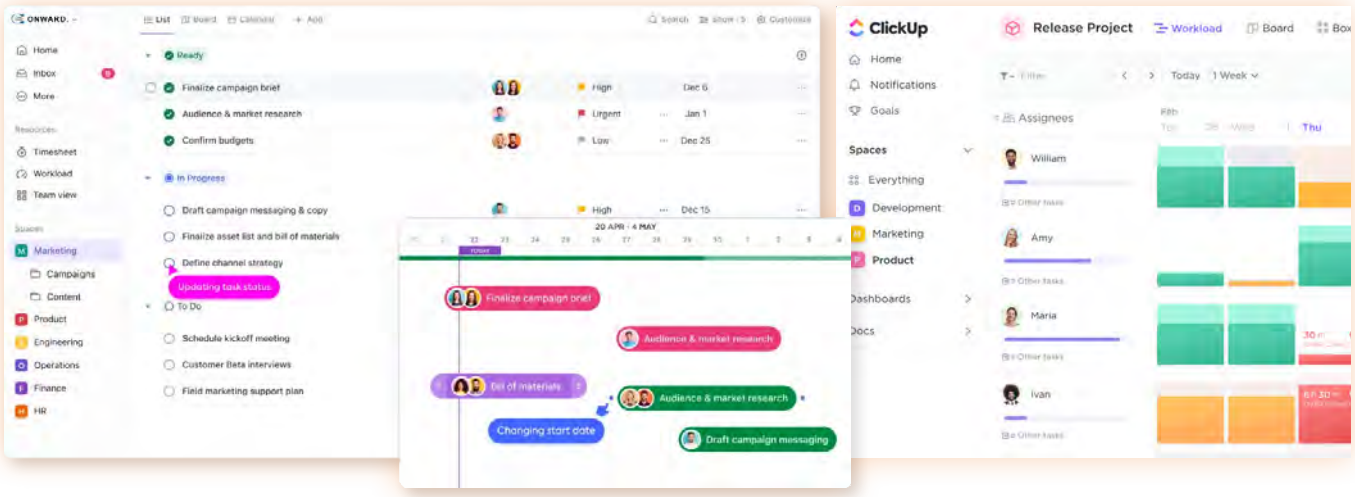
Regular project meetings are held to monitor progress, address any issues, and keep all stakeholders informed. These meetings facilitate open communication, ensuring that everyone is aligned and working towards the same goals.

SCHEDULE CONTROL

Monitoring the project schedule is vital to identify any delays early and take corrective actions. Our approach includes:

- Regularly updating the project schedule.
- Identifying the root causes of any slippage.
- Comparing planned progress with actual progress.
- Implementing corrective measures to get the project back on track.

We hold two internal meetings weekly: one for status updates and the other for resource allocation. These meetings help us stay aligned, address any emerging issues promptly, and ensure that resources are used effectively to keep the project on track.



EARNED VALUE & PLANNED VALUE REPORTING

To support this process, we prepare Earned Value (EV) Reports and Planned Value (PV) Reports on a monthly basis. These reports help us:

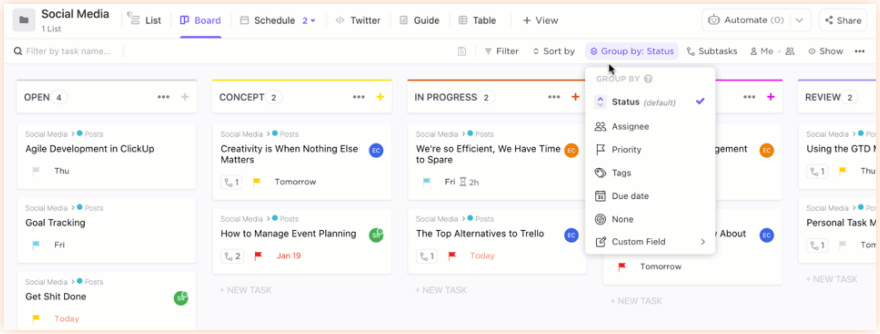
- Assess the "Health of Schedule" by comparing the value of work planned (PV) to the value of work actually completed (EV).
- Proactively identify schedule variances and areas that may require corrective action.
- Provide transparency and insight into project progress for all stakeholders.

By proactively tracking schedule slippage and using EV and PV reports, we minimize delays and keep the project moving forward.

AGILE PROJECT MANAGEMENT

We also use ClickUp to monitor and track workload and resources. ClickUp enables us to manage tasks, allocate resources efficiently, and monitor project progress in real-time. Various views within ClickUp help us manage different phases of the project, such as utility notifications and research. It also supports views like Task List, Gantt Chart, and Kanban Boards. This tool supports our Agile Project Management (PM) practices by allowing us to:

- Break down projects into manageable tasks, sub-tasks and checklists.
- Adjust priorities dynamically based on project needs.
- Facilitate collaboration and communication among team members.





STATUS UPDATE REPORTS

OE provides comprehensive status update reports to keep all stakeholders informed about the project's progress. These reports include:

- A summary of completed tasks and milestones.
- An overview of upcoming activities.
- Identification of any issues or risks.
- Recommendations for corrective actions.
- Updated project timelines and forecasts.
- Access to ClickUp for real-time collaboration with the City.
- Inclusion of Earned Value (EV) and Planned Value (PV) reports for transparent progress tracking.

These reports ensure transparency and enable informed decision-making.

DOCUMENT CONTROL

Proper document control is essential for maintaining project integrity and ensuring that all project documents are accurate and accessible. Our document control practices include:

- Utilizing Box Enterprise as our document management system.
- Operating on a HIPAA-certified, enterprise-grade, cloud filing system.
- Mapping all of the City's standards, folder structures, templates, and document formats for implementation.
- Storing all documents on our cloud-based Box Enterprise account.
- Allowing secure, remote access and review of our entire filing system by City staff.
- Ensuring compliance with project requirements and Caltrans' LAPM filing requirements.
- Enabling City staff to select passwords for access to view, upload, or download any project files (e.g., PS&E, schedules, utility logs, field observations, daily reports, photo diaries) without changing the City's existing IT framework.
- Providing flexible access to project files from anywhere and on any device, and enabling access to select files for other collaborators.

Effective document control helps prevent misunderstandings and ensures that everyone is working with the latest information.

COST CONTROL

One of our core corporate philosophies is honesty and transparency, and costs and budgeting are no exception. Our cost control measures include:

- Using advanced financial software to prepare invoices and reports.
- Allowing the City to request billing statements at any time during the billing cycle.
- Providing real-time reports of hours and expenses, enabling the City to easily compare proposed resources to resources used and/or remaining.
- Ensuring the budget is reliable and accurate, and falls within the City's allotted budget.
- Demonstrating flexibility in reducing project costs or staying within the budget.

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3 KEY PERSONNEL & EXPERIENCE/ORGANIZATION CHART

ORGANIZATIONAL CHART

CITY OF GARDENA

QA/QC MANAGER

MAJDI ATAYA - PE



BS: Civil Engineering, CSULB, 1981
MPA: All Coursework, CSULB, 1993
PE: Professional Engineer, **#39392**
CITY OF LA HABRA:
(former) Deputy Director of Public Works
(former) City Engineer

PROJECT MANAGERS

IGNACIO OCHOA - PE, TE, PTOE



BS: Civil Engineering, CSULB
PE: Professional Engineer, **#35217**
TE: Traffic Engineer **#1183**
PTOE: Traffic Operations Engineer
(former) Deputy Director & Chief Engineer

JOE DYER - PE



BSCE: Civil Engineering, Ohio State University, OH
MS & PHD PROGRAM: Virginia Polytechnic Institute & State University, VA
PE: Professional Engineer, **#31626**
TE: Traffic Engineer **#1200**

DELFINO "CHINO CONSUNJI- PE



BS: Civil Engineering, University of the Phillippines, 1986
PE: Professional Engineer, **#57908**
- Engineering Management Construction, UCLA Extension, 1991
- Building Construction & Management, AOTS Japan, 1990
- Inland Navigation & Management, IFIT Belgium, 1989

JUSTIN SMEETS - PE, PLS, QSD



BS: Civil Engineering, CSUF, 2007
PE: Professional Engineer, **#78314**
PLS: Professional Land Surveyor, **#9293**
QSD: Qualified SWPPP Developer **#00852**
OCTA (prior) **CERTIFIED:** Pavement Conditions Analysis

DONALD HOPPE - PE



BS: Civil Engineering, Cal Poly, Pomona
MA: Public Administration, CSUF
PE: Professional Engineer, **#34820**
Technical Steering Committee

PROJECT ENGINEERS

RYAN DENNIS



BS: Civil Engineering, University of Calgary, 2005
MINOR: Environmental Engineering, University of Calgary, 2005
P.ENG: Professional Engineer (Canada)
TECH: AutoCAD/Civil 3D

DAYTON LOWE



COURSEWORK: Civil Engineering, Construction Management & Technology, Broward College
OCTA (prior) **CERTIFIED:** Pavement Conditions Analysis
TECH: AutoCAD/Civil 3D

ERIC URSO - LSIT



BS: Civil Engineering, The Citadel Military College of South Carolina
MS: Geographic Information Science, CSULB
LSIT: Land Surveyor-in-Training, **#9297**
TECH: Survey CAD; AutoCAD/Civil 3D

JARED SPEICHER - EIT



BS: Civil Engineering, CSULB
EIT: Engineer-in-Training, **#179155**
TECH: AutoCAD/Civil 3D; InfraWorks; BlueBeam

JASON TO



BS: Civil Engineering, CSUF
EXPERIENCE: Surveying; Soil Mechanics; Reinforced Concrete/Structural Steel Design
TECH: AutoDesk/AutoCAD & ArcGis/RAM

DAVID LORIA



AS: 3D Computer Animation, Brooks College, CSULB, 2004
FAA LICENSED #4098277: Drone Pilot
LEICA GEOSYSTEMS: Cyclone Point Cloud
EOS SYSTEMS: Analysis/3D Modeling
TOPCON: Scan Master Point Cloud
AUTODESK: AutoCAD/Civil 3D Certified + Revit, 3D Max, Recap

HENRY LU



BS: Civil Engineering, University of Transport, Ho Chi Minh, Vietnam
DESIGN: Roadway; Drainage; Slope Stability; Utility
TECH: AutoCAD/Civil 3D

LEONARD PHUNG



BS: Civil Engineering, University of Transport, Ho Chi Minh, Vietnam
DESIGN: Roadway; Drainage; Slope Stability
TECH: AutoCAD/Civil 3D; InfraWork

OE SURVEY TEAM

NOTE: OE will make available key personnel to the extent proposed and for the duration of the required services. No person designated as "key" shall be removed or replaced without the prior written concurrence of the City.

SUB-CONSULTANT

NOORZAYGEO, INC. Geotech Investigation

MAIHAN NOORZAY, MS, PE, GE
Principal Engineer
(951) 264-9023 I maihan@noorzaygeo.com
16817 Rainy Vale Avenue, Riverside, CA 92503

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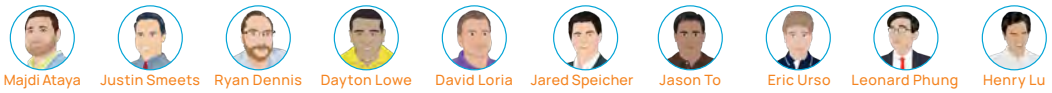
4 SIMILAR PROJECTS/SERVICES

FIRM EXPERIENCE

GLENDALE — FY 2023-24 PAVEMENT MANAGEMENT PROGRAM IMPLEMENTATION PROJECT

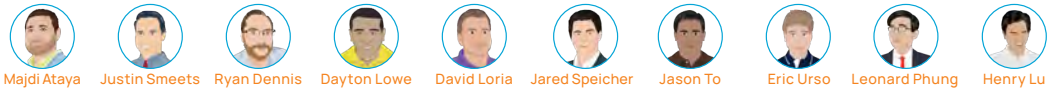


PROJECT TEAM

OE provided Design Engineering services to the City of Glendale on the Fiscal Year 2023 to 2024 Pavement Management Program Implementation Project. The purpose of this project was to rehabilitate approximately 48,650 linear feet (9.2 miles) of street, a total of 60 streets in all. OE was tasked with providing designs for pavement resurfacing and reconstruction; curb, gutter and sidewalk repairs at 9 separate locations; a total of 124 ADA curb ramps and driveways construction; catch basin enhancements; bus stop improvements and relocations; sewer point repairs; tree well installation and tree planting; utility appurtenance adjustments and relocations; signing and striping; and surveying well monument installations and replacements. Additional work included sewer video inspection to identify sewer defects and preparing sanitary sewer plans for repairs that included point repairs, and sectional and full-length slip lining, along with Traffic Control plans. OE also acquired no-fee permits for ground distrubance work within the City's right-of-way.

•Reference: Yazdan T. Emrani, PE, Director - (818) 548-3950 - yemrani@glendaleca.gov - 633 E. Broadway Street, Suite 209, Glendale, CA 91206

GLENDORA — CUL-DE-SACS STREET IMPROVEMENTS & WATER MAIN REPLACEMENT PROJECT

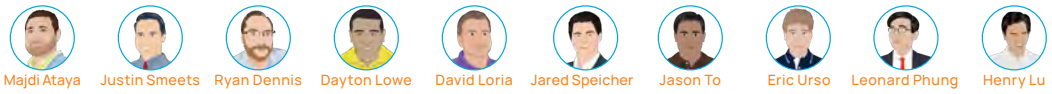


PROJECT TEAM

OE provided engineering design services on the Cul-De-Sacs Street Improvements & Water Main Replacement Project for the City of Glendora. This included the design of nearly 7,000 LF of new 8-inch ductile iron/C909 PVC water mains to improve flow, pressure and fire protection, along with 311,000 SF of streets requiring improvements. Other work included a striping enhancement concept to incorporate marked class II bike lanes, repurposing crosswalk warning lights, reconstructing and replacing 16 ADA curb ramps for compliance, traffic signal inductive loop replacement, and water main appurtenance installation and replacement. A section of pipeline located at Bennett Avenue near Valencia Street had passed beneath a storm drain, requiring directional drilling to facilitate new water main installation through the area. This was accompanied by assessments of fire hydrants, air and vacuum release valves, and water meters and services laterals.

•Reference: Maliha Ansari, Principal Engineer - (626) 914-8294 - ansari.m@cityofglendora.org - 116 E. Foothill Blvd., Glendora, CA 91741

NORWALK — LOCAL RESIDENTIAL STREETS REHABILITATION, ZONE 19 PROJECT, PHASE II

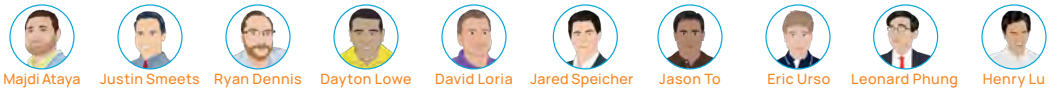


PROJECT TEAM

OE provided design engineering services on phase 2 for the City of Norwalk's Local Residential Streets Rehabilitation, Zone 19 Project. The pavement management zone limits were bound by Stranstead Avenue to the west, Priscila Street to the north, Shoemaker Avenue to the east, and Rosecrans Avenue to the south, containing approximately 37,500 linear feet (7.1 miles) of local road surface that was slated for rehabilitation. The project was split into two phases: Phase A for concrete work, and Phase B for asphalt work, with the objective of improving the PCI for residential streets, extending the useful roadway life to at least 20 years, improving drainage, upgrading to safer and easier ride quality streets with greater pedestrian access, minimizing future maintenance costs and enhancing aesthetics. The scope called for the development of PS&E to include a total of 94 ADA curb ramps and 8 slotted cross gutters, along with driveway apron construction, utility appurtenance adjustments and relocation, and signing and striping replacement. Also for this project, OE utilized its state-of-the-art high-speed 3D point cloud laser scanner to conduct surveys of approximately 60 existing centerline monuments for preservation.

•Reference: Raymond Velasco, Principal Civil Engineer - (562)-929-5723 rvelasco@norwalkca.gov - 12700 Norwalk Blvd., Norwalk, CA 90650

SAN BERNARDINO — MT. VERNON STORM DRAIN PROJECT

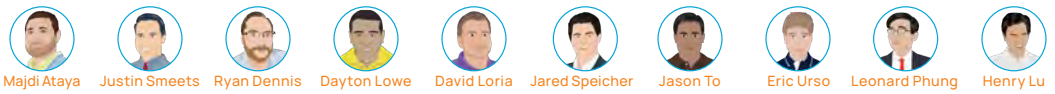


PROJECT TEAM

OE provided design engineering services for the City of San Bernardino on the Mt. Vernon Storm Drain Project. The project consisted of constructing approximately 2,700 linear feet (0.51 miles) of storm drain pipe along Mt. Vernon Avenue. This was between existing manholes at the 16th Street and Cajon Boulevard intersections that also required replacement. OE conducted a hydrology/hydraulic analysis to verify if a 48-inch diameter storm drain pipe was sufficient in handling future storm events, as per the City's Storm Drain Plan recommendations. Additional work included the reconstruction of an existing concrete island that intersected the path of the storm drain pipe, reconstructing 15 curb returns and 45 driveways to ADA required standards, a geotechnical investigation, a pavement analysis and the rehabilitation of 140,000 SF of asphalt pavement. Legal descriptions and plats were also required for Temporary Construction Easements that were needed for private parcel improvements.

•Reference: Mirela Grigorescu, Assistant - grigorescu_mi@sbcity.org - (909) 384-5202 - 201 N. E St., 2nd Fl, San Bernardino, CA 92401

FULLERTON — EUCLID ROADWAY & SEWER RECONSTRUCTION PROJECT

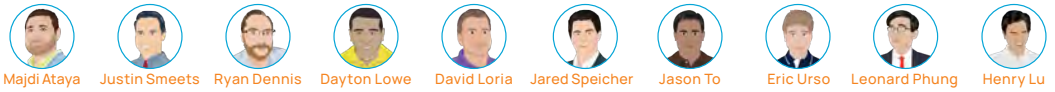


PROJECT TEAM

OE provided Design Engineering services to the City of Fullerton on the Euclid Roadway and Sewer Reconstruction from Williamson to Fern Project. The project consisted of reconstructing or resurfacing approximately 3,700 linear feet of arterial streets between Fern Drive and Williamson Avenue and replacing approximately 1,700 feet of sewer mains between Malvern Avenue and Commonwealth Avenue. The project also included reconstructing 9 ADA ramps to bring them up to the most current ADA standards. The sewer work included removing the existing 10-inch VCP and replacing it with new 12-inch VCP pipe between Commonwealth and Malvern and removing and replacing sewer north of Malvern to the end of the street project limits at Fern without upsizing. The worked also included removing the manholes at the center of the Euclid Street/Chapman Avenue intersection and establishing a new connection point approximately 50 feet to the east along Chapman Avenue as well as reconstructing the double barrel siphon and adjusting invert elevations to achieve a suitable slope. The design utilized a trenchless method to install the siphon beneath the OCPW Brea Creek Channel. Additional tasks included adjusting manhole elevations and reconnected service laterals, constructing new curb and gutter where gutter is absent, constructing ADA compliant curb ramps, and repairing curb, gutter, cross gutters, sidewalks and driveways where required. The City utilized SB1 funds for the road rehabilitation and local funds for the sewer improvements.

•Reference: David Grantham, PE, PW Engineer - (714) 738-6853 - david.grantham@cityoffullerton.com - 303 W. Commonwealth Ave., Fullerton, CA. 92832

LOMITA — 247TH STREET AREA WATER MAIN REPLACEMENT PROJECT



PROJECT TEAM

OE provided Design Engineering services to The City of Lomita for the 247th Street Area Water Main Replacement Project. The project limits were located at several street locations, which included 246th Street, 247th Place, 248th Street, Western Avenue and Lomita Boulevard and involved the installation of 3,300 linear feet of new 6-inch PVC water mains to provide improved flow, pressure, and fire protection. The existing 4-inch/6-inch water main systems were constructed between 1928 and 1930 and had exceeded its useful service life. The proposed water main was installed parallel to the existing main while keeping the old line in service to minimize downtime for the public. All fire hydrants, service laterals, valves, blow-offs, air release valves, and other associated water appurtenances were replaced, and sectional pavement, curb gutter and sidewalk were removed and reconstructed according to ADA standards and drainage patterns. Encroachment permits from Caltrans and the City of Los Angeles within their jurisdictions were secured. Funding was sourced from the City's CIP Program and the FEMA Hazard Mitigation Grant Program.

•Reference: Mondher Saied, PE - Sr. Civil Engineer - (310) 325-7110 x110 - msaied@lomitacity.com - 24300 Narbonne Ave., Lomita, CA 90717

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WHITTIER — ANNUAL PAVEMENT REHABILITATION PROJECT, PHASES 1-4



PROJECT TEAM

OE provided the City of Whittier with Engineering Design and Surveying services through 4 phases of their Annual Pavement Rehabilitation Project. The project purpose was to rehabilitate approximately 49,000 linear feet (9.3 miles) of 46 streets with a variety of slurry and cape seal, and grind and overlay in order to achieve an extended pavement service life while minimizing future maintenance needs, improve safety and enhance aesthetics. The required work involved pavement, curb, gutter and sidewalk repair and rehabilitation, reconstructing 62 ADA curb ramps (52 with missing truncated domes), replacing 9 cross gutters, utility appurtenance adjusting and relocating, and signing and striping. The project also required Caltrans Encroachment Permits for streets around Whittier Boulevard, and permits for the Union Pacific Railroad (UPRR) due to street proximity to the right-of-way on the southwest end. OE's in-house Laser Scanner was utilized to capture visible indications of surface utilities, trees, utility poles, luminaries, fencing, walls, sidewalks, hardscape, signs, and edge of pavement lying within the ramp locations, as well as lip of gutter, flow-line, top of curb, and back of walk elevations were documented. The survey also extended beyond the ramp's BCRs/ECRs to ensure proper tie-in to the existing infrastructure.

•Reference: Michelle Chapman, PE, Civil Engineer - (562) 567-9500 - mchapman@cityofwhittier.org - 13230 Penn St.,,Whittier, CA 90602

FOUNTAIN VALLEY — HEIL AVENUE & WARD STREET REHABILITATION & RESURFACING PROJECT

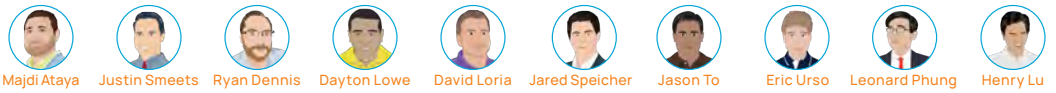


PROJECT TEAM

OE provided professional design services to the City of Fountain Valley on the Heil Avenue and Ward Street Rehabilitation and Resurfacing Project. The street limits extended along two roadaways-around 5,200 linear feet (1-mile) from Euclid Street to Harbor Boulevard on Heil Avenue, and 700 linear feet, from Edinger Avenue to the North City limit (150 feet north of Margarita Avenue) along Ward Street. The project called for OE's specialized detailed assessment of the roadway conditions and to draft a comprehensive analysis of the best potiential rehabilitation methods which included verifying record drawings and data, evaluating pavement and concrete infrastructure conditions, identifying proposed private property improvements and requirements, and taking inventory of roadway signage and existing pavement markings. The site features, utility appurtenance locations, and street striping was documented by use of our drone. Substantial improvement needs within the street right-of-way included manholes; valve covers; utility vaults; poles; appurtenance and covers; signs and sign posts; trees; traffic signals and poles; local depressions; catch basins; fire hydrants; parkway drains; disrepaired curb, cross gutter and sidewalk; non-ADA compliant curbs and ramps, and driveways; and signing and striping.

•Reference: Regino DeAvila - (714) 593-4515 - regino.deavila@fountainvalley.org - 10200 Slater Ave., Fountain Valley, CA 92708

LAGUNA BEACH — ZONE 3 COLLECTOR ROAD IMPROVEMENTS



PROJECT TEAM

OE provided Civil Engineering Design services to the City of Laguna Beach for the development of Plans, Specifications & Estimates for street improvements of Park Avenue, from Glenneyre Street to Wendt Terrace; Glenneyre Street, from Park Avenue to Thalia Street; and Thalia Street, from Temple Hills Drive to the South End The City. The project consisted of rehabilitating approximately 3,200 linear feet of Park Avenue, 2,500 linear feet of Glenneyre Street, and 2,500 linear feet of Thalia Street. Additional tasks include analyzing crown slopes at pedestrian crossings to reduce crossfall and steep crowns, as needed, along with utility adjustments, a record of survey on Thalia Street, a two-phase set of traffic control plans, and signing and striping. Traffic control and detour plan phasing was also included in order to accommodate the summer moratorium. For Thalia Street, OE prepared a Record of Survey and filed with the County of Orange illustrating the existing centerline from Temple Hills Drive to the southwest end.

•Reference: Joshua McDonald, PE - (949) 497-0728 - jmcdonald@lagunabeachcity.net - 505 Forest Ave., Laguna Beach, CA 92651

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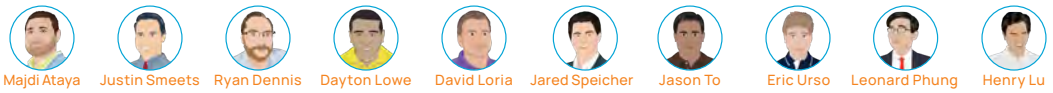
EL MONTE — DURFEE AVENUE & RAMONA BOULEVARD SIDEWALK IMPROVEMENTS PROJECT



PROJECT TEAM

OE provided the City of El Monte with design engineering services for the Durfee Avenue & Ramona Boulevard Sidewalk Improvements Project (CIP No. 002). The project limits included two areas. The first was south side of Ramona Boulevard, between the eastern city limit - west side of San Gabriel River Trail – and Durfee Avenue (1,115 linear feet). The second location was on both sides of Durfee Avenue, between Ramona Boulevard and the address of 4000 Durfee Avenue (2,525 linear feet). The project had five main objectives. (1) reconstruct sidewalks, driveways, and curb ramps within project limits as necessary to comply with current ADA requirements. (2) identify surface utilities preventing ADA compliance and provide design alternatives that include constructing around the interfering utilities or relocating them. (3) evaluate existing infrastructure (sidewalks, driveways, and curb ramps) for adherence to current ADA requirements. (4) construct new ADA compliant sidewalk where absent. (5) ensure all improvements are constructed within the existing right-of-way.

•Reference: Jimmy Chung, PE, Associate Civil Engineer - jchung@elmonteca.gov - (626) 580-2058 - 11333 Valley Blvd., El Monte, CA 91731

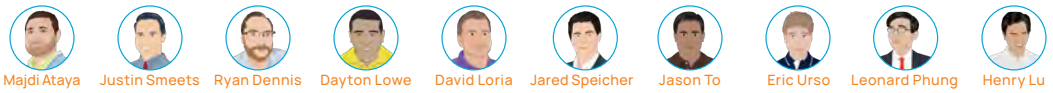
LAKE FOREST — ADA ACCESS RAMP IMPROVEMENTS, PHASES 13 THRU 17 PROJECT (CDBG FUNDED)



PROJECT TEAM

OE provided engineering design services for the City of Lake Forest's ADA Access Ramp Improvements, Phases 13-17 Project, which was funded through the Community Development Block Grant. The goal of the project was to re-design existing access ramps to meet compliance with the ADA State of California Building Code, Title 24 Standards along with County of Orange Standard Plans, which required a full cultural resources study and report of California Historical Resources, a Sacred Lands search, a Reconnaissance Report, and a pedestrian field survey of the project area. This 5 phase project required a total of 113 ramp designs, reconstruction and replacement for a period of 3.5 years. The ramps components included landing widths, side flares, and landing/running/counter and sidewalk cross slopes. Also adjacent sidewalk, curb and gutter replacements were made as necessary to accommodate the new ramps.

LAKE FOREST — TRABUCO ROAD RESURFACING PROJECT (PEACHWOOD TO BAKE PARKWAY)

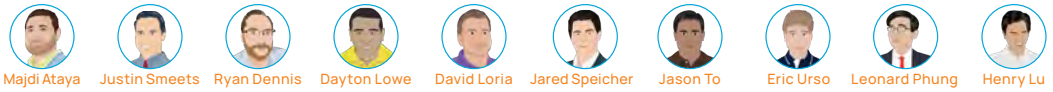


PROJECT TEAM

OE was awarded this project to prepare full design Plans, Specifications and Estimates (PS&E) to the City of Lake Forest on the Trabuco Road Resurfacing Project for road resurfacing on Trabuco Road, between Peachwood Parkway and Bake Parkway. The work required the construction of 11 ADA ramps and 2 ADA driveways in total, median curb height construction, along with curb gutter and sidewalk repairs, and signing and striping replacement. The main objective is to improve the PCI for Trabuco Road following our team's professional assessment of the existing pavement conditions in order to extend the useful service life of the streets, improve safety by upgrading to safer streets with better ride quality and pedestrian access, minimize future maintenance needs and costs, and enhance aesthetics.

•Reference: Dennis Jue, Deputy City Engineer - (949) 461-3488 - djue@lakeforestca.gov - 100 Civic Center Drive, Lake Forest, CA 92630

LA HABRA — CALIFORNIA WATER DOMESTIC PIPELINE IMPROVEMENTS



PROJECT TEAM

OE provided the City of La Habra with design engineering services on the California Water Domestic Pipeline Improvements Project. The City of La Habra annexed a portion of the County of Orange Water Mains in the City. The existing water mains were found to be deficient and needed to be upgraded to C900 HDPE pipe. The project spanned over 14,000 linear feet and included water mains varying in size from 6" to 12", new hydrants, new meters and some new services to the house. The project included new water mains in a new alignment in order to keep the existing main functioning during construction.

•Reference: Brian JonesWater & Sewer Manager - (562) 383-4170 - bjones@lahabraca.gov - 621 W Lambert Rd, La Habra, CA 90631

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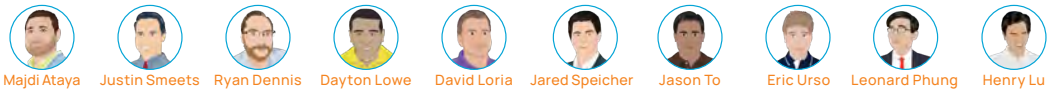
COSTA MESA — NEWPORT BOULEVARD WIDENING IMPROVEMENTS PROJECT

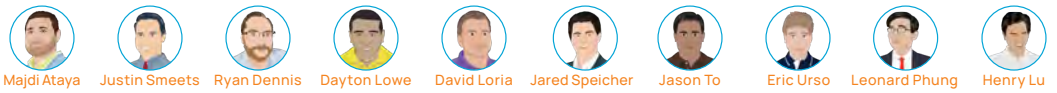


PROJECT TEAM

OE provided the City of Costa Mesa with Design Engineering services on the Newport Boulevard Widening Improvements Project. The project consisted of widening a portion 77 Fair Drive of southbound Newport Boulevard to accommodate a fourth through lane and improve its Level of Service from the current "F" rating (ranging from 1.10 to 1.30). The section of roadway that was enhanced extended approximately 2,700 linear feet southwest from 19th Street to the Superior Avenue turn-off located northeast of 17th Street. The project is located within Caltrans jurisdiction and required traffic signal modifications, utility and street light relocations, and right-of way acquisitions to accommodate the additional through lane and right-turn pockets.

•Reference: Jennifer Rosales, Project Manager - jennifer.rosales@costamesaca.gov - (714) 754-5180 - 77 Fair Drive, Costa Mesa, CA 92626

JURUPA VALLEY — ADA IMPROVEMENT PROJECT

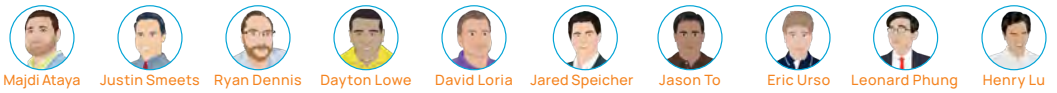


PROJECT TEAM

OE provided the City of Jurupa Valley with Professional Design Services for the 2018-2019 ADA Improvement Project. The project consisted of establishing 6 new ADA compliant parking stalls on Mission Boulevard between Riverview Drive and Crestmore Road.The project is within a primarily commercial zone and extends approximately one mile. ADA parking stall locations were determined based on a detailed evaluation of the existing street configuration and surrounding land uses. Priority was given to locations where private property ADA parking stalls do not exist and where the stalls would provide accessibility to key services such as medical facilities and transit services. ADA parking stalls were placed near curb ramps. Due to the presence of raised medians at the ends of the parking stalls, access to most curb ramps would require traveling around the medians and into the traffic lanes. Where feasible, parking stalls were placed near existing curb ramps; existing curb ramps were assessed for ADA compliance and some required modifications or reconstruction. In locations where safe access to curb ramps could not be achieved utilizing the existing infrastructure, construction of new custom curb ramps was proposed.

•Reference: Chase Keys, CIP Manager - (951) 332-6464 x235 - ckeys@jurupavalley.org - 8930 Limonite Avenue, Jurupa Valley, CA 92509

WEST COVINA — CAMERON AVENUE SEWER MAIN REPLACEMENT PROJECT



PROJECT TEAM

OE provided Design Engineering for the City of West Covina on the Cameron Avenue Sewer Main Rehabilitation Project. This project upgraded the sewer main on Cameron Avenue between Citrus Street and 750 feet east of Inman Road. The improvements, classified High Priority by the City's Sewer System Management Plan, entailed upsizing the 10-inch sewer main to a 15-inch vitrified clay pipe using the pipe bursting method. Six manholes and approximately 27 laterals were part of the project, and alignment of the sewer was about 10 feet south of the centerline. The sewer main was connected to a 10-inch Los Angeles County line about 200 feet west of Citrus Avenue. OE contacted the County to recommend expediting its upgrade so all work could be done at once.

•Reference: Monica Heredia,PE, Deputy Director/City Engineer (now in Pico Rivera) - (562) 801-4965 - mheredia@pico-rivera.org - 6615 Passons Boulevard, Pico Rivera, CA 90660

Docusign Envelope ID: 36001FB7-315A-4198-AFFD-EB51ABDB8A34

5 REFERENCES

CIVIL ENGINEERING DESIGN

JOSHUA MCDONALD, PE
Project Manager

(949) 497-0728
jmcdonald@lagunabeachcity.net
505 Forest Avenue
Laguna Beach, CA 92651

JENNIFER ROSALES
Project Manager

(714)754-5180
jennifer.rosales@costamesaca.gov
77 Fair Drive
Costa Mesa, CA 92628-1200

MONICA HEREDIA, PE
Deputy Director/City Engineer

(now in Pico Rivera)
(562) 801-4965
mheredia@pico-rivera.org
6615 Passons Boulevard
Pico Rivera, CA 90660

CHASE KEYS
CIP Manager

(951) 332-6464 x235
ckeys@jurupavalley.org
8930 Limonite Avenue
Jurupa Valley, CA 92509

MIRELA GRIGORESCU,
City Engineer Assistant

(909) 384-5202
grigorescu_mi@sbcity.org
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San Bernardino, CA 92401

NOE NEGRETE
Public Works Director/City Engineer

noenegrete@santafesprings.org
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Santa Fe Springs, CA 90670

RAYMOND VELASCO
Principal Civil Engineer

(562) 929-5723
rvelasco@norwalkca.us
12700 Norwalk Boulevard
Norwalk, CA 90650

MICHELLE CHAPMAN, PE
Senior Civil Engineer

(562) 567-9500
mchapman@cityofwhittier.org
13230 Penn Street
Whittier, CA 90602

YAZDAN T EMRANI, PE
Director of Public Works

(818) 548-3950
yemrani@glendaleca.gov
633 E. Broadway Street, Suite 209,
Glendale, CA 91206

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6 FEE SCHEDULE

DESIGN ENGINEERING

role	cost *(hourly)*
QA/QC Manager	**$200.00**
Project Manager	**$190.00**
Project Engineer	**$140.00**
Traffic Engineer	**$200.00**

ADMINISTRATION

role	cost *(hourly)*
Administrative	**$90.00**

The hourly rates above are our fee schedule. Any additional work will be negotiated utilizing those hourly rates.

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7 RESUMES

MAJDI ATAYA, PE
QA/QC MANAGER



43 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

ROADWAY | PAVEMENT | ADA RAMP | SIDEWALK | WIDENING

QUALIFICATIONS

PE #39392 Registered Civil Engineer • **BS: Civil Engineering** California State University, Long Beach, 1981 • **MPA: Full Coursework** California State University, Long Beach, 1993 • Former **TAC Chairman** Orange County Transportation Authority • Former **President Engineer's** Flood Control Advisory Committee • Former **President & Honoree** Engineer's Association of Orange County

BACKGROUND

Majdi is the Principal-In-Charge of Ownard Engineering. Majdi Ataya, Professional Engineer and Former Deputy Director and City Engineer for the City of La Habra's Public Works Department, is a seasoned engineer with over 43 years of solid and diversified experience in the public works sector. He is extremely familiar with the process of project management and design. He is a highly effective communicator and manager with an outstanding assimilation ability. Majdi is able to adapt and relate to all levels of management, and retain high energy levels and enthusiasm for the project at hand. Majdi understands the importance of excellent communication with public agencies and will be a dependable extension of your staff.

EXPERIENCE

FY 2023-24 PAVEMENT MANAGEMENT PROGRAM IMPLEMENTATION PROJECT, GLENDALE

Majdi served as the QA/QC Manager to the City of Glendale on the Fiscal Year 2023 to 2024 Pavement Management Program Implementation Project. The purpose of this project was to rehabilitate approximately 48,650 linear feet (9.2 miles) of street, a total of 60 streets in all. OE was tasked with providing designs for pavement resurfacing and reconstruction; curb, gutter and sidewalk repairs at 9 separate locations; a total of 124 ADA curb ramps and driveways construction; catch basin enhancements; bus stop improvements and relocations; sewer point repairs; tree well installation and tree planting; utility appurtenance adjustments and relocations; signing and striping; and surveying well monument installations and replacements. Additional work included sewer video inspection to identify sewer defects and preparing sanitary sewer plans for repairs that included point repairs, and sectional and full-length slip lining, along with Traffic Control plans. OE also acquired no-fee permits for ground distrubance work within the City's right-of-way.

IRVINE CENTER DRIVE PAVEMENT REHABILITATION, IRVINE

Majdi was the QA/QC Manager for the City of Irvine to rehabilitate 1.5 miles of this 6-lane arterial and major thoroughfare. The project spanned Irvine Center Drive, from Jeffrey Road to Culver Drive, and the design phase included stretches of full-depth reconstruction combined with a grind and overlay of the entire roadway, 6,300 SF of sidewalk, 15,800 LF of median curb, 136 traffic loops, 30,000 SF of landscaping and irrigation, and upgrading ramps to meet ADA compliance. Plans included full plan and profile view, striping and signing plans, traffic control, phasing plans, landscaping plans, construction specifications, and engineer's estimate. OE was required to submit draft plans to utility agencies to ensure conflicts were not encountered during construction. Along with the design, OE also provided construction support services, including responding to RFIs, attending meetings, providing assistance related to change orders, and reviewing contractor's submittals for conformance with contract documents. OE prepared as-built documentation in accordance with the City of Irvine standards.

NIGUEL ROAD STREET REHABILITATION PROJECT, LAGUNA NIGUEL

Majdi was the QA/QC Manager to the City of Laguna Niguel. The project consisted of rehabilitating an approximately 1.93 mile (10,200-foot) section of Niguel Road that extends from Alta Tera to Marina Hills Drive. Niguel Road from Highland Avenue to Marina Hills Drive (8,450 linear feet) is an arterial street with two lanes of traffic in either direction, raised center medians, centerline striping, left and right-turn pockets, and bike lanes. Niguel Road from Alta Terra to Highland Avenue is a residential collector street (1,750-feet) with one lane of traffic in both directions. A major part of this project involves the full design of the 64 ramps for the nearly 2 mile stretch hilly roadway. Parking was prohibited on the street except on the north side of Niguel Road from Alta Terra to Galina Way which required traffic management. Additional tasks included repairing curb, gutter, and sidewalk and constructing ADA compliant access ramps where required.

ADA ACCESS RAMP IMPROVEMENTS, PHASES 13-17, LAKE FOREST

Majdi was the QA/QC Manager for the City of Lake Forest on phases 13-17 of this project, which was funded through the Community Development Block Grant. The goal of the project is to re-design existing access ramps to meet compliance with the ADA State of California Building Code, Title 24 Standards along with County of Orange Standard Plans, requiring a full cultural resources study and report of California Historical Resources, a Sacred Lands search, a Reconnaissance Report, and a pedestrian field survey of the project area. This 5 phase project requires a total of 113 ramp designs, reconstruction and replacement for a period of 3.5 years. The ramps components includes landing widths, side flares, and landing/running/counter and sidewalk cross slopes. Adjacent sidewalk, curb and gutter replacements are made as necessary to accommodate the new ramps.

FY 2022-23 ANNUAL PAVEMENT REHABILITATION PROJECT, PHASES 1-4, WHITTIER

Majdi provided QA/QC Management services to the City of Whittier through 4 phases of their Annual Pavement Rehabilitation Project. The project purpose was to rehabilitate approximately 49,000 linear feet (9.3 miles) of 46 streets with a variety of slurry and cape seal, and grind and overlay in order to achieve an extended pavement service life while minimizing future maintenance needs, improve safety and enhance aesthetics. The required work involved pavement, curb, gutter and sidewalk repair and rehabilitation, reconstructing 62 ADA curb ramps (52 with missing truncated domes), replacing 9 cross gutters, utility appurtenance adjusting and relocating, and signing and striping. The project also required Caltrans Encroachment Permits for streets around Whittier Boulevard, and permits for the Union Pacific Railroad (UPRR) due to street proximity to the right-of-way on the southwest end. OE's in-house Laser Scanner was utilized to capture visible indications of surface utilities, trees, utility poles, luminaries, fencing, walls, sidewalks, hardscape, signs, and edge of pavement lying within the ramp locations, as well as lip of gutter, flow-line, top of curb, and back of walk elevations were documented. The survey also extended beyond the ramp's BCRs/ECRs to ensure proper tie-in to the existing infrastructure.

CULVER DRIVE PAVEMENT REHABILITATION PROJECT, IRVINE

Majdi provided QA/QC Management services to the City of Irvine on the Culver Drive Pavement Rehabilitation Project. The project spanned 1,800 LF along Culver Drive, from the north railroad tracks to Walnut Avenue. Culver Drive is a principal arterial roadway, providing northeast/southwest access through the western portions of the City of Irvine, while also serving as a primary travel route through a variety of commercial, residential, and institutional zoning areas. OE designed localized pavement reconstruction at the northbound #3 lane and the southbound #1 lane, where pavement conditions were considerably worse than adjacent lanes; the length of the project was treated with full-width 2-inch grind, a 2-inch AC leveling course, and 2-inch ARHM overlay. The project also entailed removing and replacing existing median shed gutter with a standard 8-inch median curb, median island landscape improvements throughout, and ensuring ramps throughout the project were ADA compliant in accordance with 3R federal design requirements for rehabilitation projects.

JAMBOREE ROADWAY REHABILITATION PROJECT, IRVINE

Majdi provided QA/QC Management to the City of Irvine to rehabilitate Jamboree Road, from MacArthur Boulevard to Campus Drive. The project limits are on Jamboree Rd. from MacArthur Blvd., 400' North to Campus Drive. Jamboree Road is a principal arterial roadway which provides northeast/southwest access through the western portions of the City of Irvine, it is also a major thoroughfare for beach traffic and toll roads. It is critical to note that the northern half of Jamboree Rd. in the project limits is within the City of Newport Beach, which required OE to actively coordinate with the City and obtain approval for the final design of the project. The design included the preparation of cross sections to determine the limits of edge grinding for ARHM overlay. The scope of work also included 6,270 tons of 10-inch Full Depth AC, redesigning and detailing nine ramps and two Right Turn "Pork Chop" Islands to meet ADA compliance, traffic loop installation, and installation of video detection at 2 intersections. Due to funding deadlines, the city required an expedited design for the project.

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DELFINO "CHINO" CONSUNJI, PE

PROJECT/CONSTRUCTION MANAGER



37 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

CALTRANS | ASPHALT | RETAIN WALL | DRAINAGE | ROADWAY

QUALIFICATIONS

BS Civil Engineering, University of the Philippines, 1986 • **CERTIFICATE:** Engineering Management for Construction, UCLA Extension, 1991 • **CERTIFICATE:** Building Construction & Management, AOTS Japan, 1990 • **CERTIFICATE:** Inland Navigation & Management, IFIT Belgium, 1989 • **PE** Professional Engineer #57908

BACKGROUND

Delfino "Chino" Consunji is an experienced professional engineer specializing in the design, construction, project management and inspection of buildings, private development and public works projects. Chino's experience includes working for engineering consultants, contractors, developers, construction management firms and municipal agencies. He has served as City Engineer for the Cities of La Habra, Norwalk, Brea, West Covina and Downey and as Public Works Director for West Covina and Downey. He has managed the design and construction of over 500 projects with a total contract amount of more than $500 million throughout his over 37-year career. These projects included arterial highways and residential streets rehabilitation; intersection widening improvements; traffic signal upgrades, synchronization and safety enhancements; water, sewer, storm drain and NPDES improvements; building and facility improvements; bridge reconstruction and seismic upgrades; and park improvement projects. Chino is a Registered Professional Engineer (Civil) in the State of California.

EXPERIENCE

MAUNA LOA AVE. RESIDENTIAL STREET IMPROVEMENT/WATER MAIN INSTALLATION, GLENDORA

Chino provided Construction Management services to the City of Glendora on the Mauna Loa Avenue Water Main Installation and Street Improvements Project. This project consisted of installing 6,400 LF of new 8-in. water main and 194,000 SF of street improvements that included pavement rehabilitation of grind and overlay, concrete sidewalk repairs, curb and gutter repairs, repairing 11 ADA non-compliant curb ramps, traffic signal loop replacement, signing, and striping for a total of 100 working days. The project was located along 3 streets off Glendora Avenue-Mauna Loa Avenue, Duell Street, and Linfield Street, as well as Minnesota Avenue.

LOCAL STREETS REHABILITATION, PHASE II (ASPHALT IMPROVEMENTS) IN ZONE 3, NORWALK

Chino was the Construction Manager on this project in the City of Norwalk. The limits were bound by the Union Pacific Railroad to the Northwest, the I-5 Freeway to the Northeast, Imperial Highway to the South, and Firestone Boulevard to Southwest. The project involved cold mill and ARHM overlay, application of slurry seal to the streets, full depth removal including removal and replacement of base material. The project also included installation of continental crosswalks, traffic signage and detector loop replacement. Incidental work involved replacement of traffic related items such as striping and pavement markings. Work was involved at 1 railroad crossing which required some added coordination.

TRANSIT SYSTEM (NTS) BUS STOP IMPROVEMENT, PHASE I (FTA FUNDED), NORWALK

Chino served as the Construction Manager to the City of Norwalk on the Bus Stop Improvement Project, Phase 1. The City's Transit System was in need of a revamping of the City's 166 bus stops, with a new bus stop addition within the City of Santa Fe Springs. Each bus stop required a variety of any one of the following upgrades: solar power equipt shelters; seating; trash receptacles; and signs built for real-time posting. OE was tasked with signage installation at 73 of the City's bus stops along Routes 1 and 4, along with upgrading a further 9 stops. OE provided PES/Environmental preparations, base map and maintenance plan development, concept plans for bus stops, as well as a thorough field

survey of all of the bus stops which included the use of drone surveying. OE's contribution required 60 working days out of the project's duration of approximately 18 months from the notice to proceed, with an estimated total project cost of $1.5 million, funded by the Federal Transit Administration (FTA).

FY 2023-24 PAVEMENT MANAGEMENT PROGRAM IMPLEMENTATION PROJECT, GLENDALE

Chino served as the Project Manager to the City of Glendale on the Fiscal Year 2023 to 2024 Pavement Management Program Implementation Project. The purpose of this project was to rehabilitate approximately 48,650 linear feet (9.2 miles) of street, a total of 60 streets in all. OE was tasked with providing designs for pavement resurfacing and reconstruction; curb, gutter and sidewalk repairs at 9 separate locations; a total of 124 ADA curb ramps and driveways construction; catch basin enhancements; bus stop improvements and relocations; sewer point repairs; tree well installation and tree planting; utility appurtenance adjustments and relocations; signing and striping; and surveying well monument installations and replacements. Additional work included sewer video inspection to identify sewer defects and preparing sanitary sewer plans for repairs that included point repairs, and sectional and full-length slip lining, along with Traffic Control plans. OE also acquired no-fee permits for ground distrubance work within the City's right-of-way.

SIERRA VISTA DRIVE (WEST) & DEL NORTE AVENUE (NORTH) PROJECT, CHINO HILLS

Chino served as the Project Manager to the City of Chino Hills for the Sierra Vista Drive (West) & Del Norte Avenue (North) Project. The purpose of the project is to rehabilitate pavement and install new curb, gutter, and sidewalk along approximately 650 linear feet (0.12 miles) of Sierra Vista Drive between Pipeline Avenue and Del Norte Avenue and approximately 350 feet (0.07 miles) of Del Norte Avenue from Gird Avenue to Lugo Avenue. Concrete infrastructure improvements were limited to the south side of Sierra Vista Drive and the east side of Del Norte Avenue. The streets included very minimal existing curb, gutter, and sidewalk.

RESIDENTIAL STREETS REHABILITATION PROGRAM, DOWNEY

As Public Works Director/City Engineer, Chino oversaw the implementation of the City's Pavement Management Program (PMP) and 10-year residential streets rehabilitation program. To develop a comprehensive and cost-effective 10-year street improvement program, the City was divided into 10 areas or residential neighborhoods with each year corresponding to rehabilitating a particular area or neighborhood. As directed by the City Council, in order to expedite implementation of the 10-year rehabilitation program and significantly increase the City's overall network pavement condition index or PCI, Chino worked with the City Manager, Finance Director, financial and municipal bond consultants, and Los Angeles Metropolitan Transportation Authority (Metro) for the issuance and sale of $30 million in Measure M and Measure R Sales Tax Revenue Bonds that were used to fund these street improvements. The $30 million in bond proceeds were required to be expended with three years of bond issuance. Chino was responsible for preparing and sending out the Requests for Proposals (RFP) for the design of the 10 residential neighborhoods; administering the design contracts; overseeing the bid and contract award process and overseeing construction and inspection of these street improvement projects. These projects were completed way ahead of schedule. Over a period of 18 months, 600 residential streets or approximately 70 miles of asphalt pavement were rehabilitated with a total cost of $26.5 million. Rehabilitation included reconstruction, overlay, cape seal and slurry seal of the existing asphalt pavement. These projects included removal and replacement of damaged and/or uplifted concrete sidewalks and curb and gutter and reconstruction of curb access ramps in accordance with current Americans with Disabilities (ADA) requirements.

FY2019/2020 RESIDENTIAL STREETS REHABILITATION, DOWNEY

As Public Works Director/City Engineer, Chino oversaw the design, bid and contract award process, construction and inspection of this project. This project rehabilitated 35 residential streets or approximately 7 miles of existing asphalt pavement in the south half of the City with a total cost of $2.8 million. Rehabilitation included reconstruction and overlay of the existing asphalt pavement. This project also included removal and replacement of damaged and/or uplifted concrete sidewalks and curb and gutter and reconstruction of curb access ramps in accordance with current ADA standards. Funding for this project came from Measure R, Senate Bill 1, Vehicle Impact Fees and Developer Funds.

CAMERON AVENUE SEWER MAIN REHABILITATION, WEST COVINA

As Public Works Director/City Engineer, Chino managed the design, bid and contract award process, construction and inspection of the Cameron Avenue Sewer Main Rehabilitation. This project replaced approximately 2,000 linear feet of existing 10-inch sewer main on Cameron Avenue from Citrus Street to 750 feet east of Inman Avenue with a 14-inch high density polyethylene (HDPE) pipe. The project also replaced existing sewer manholes, adjusted sewer laterals and appurtenant work. To expedite construction and minimize inconvenience to motorists and school commuters, the new 14-inch HDPE pipe was installed by pipe bursting method. The total project cost was $800,000 with funding coming from Sewer Enterprise Fund.

IGNACIO OCHOA, PE, TE, PTOE

PROJECT MANAGER



36 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

WIDENING | WATER | SEWER | DRAINAGE | ROADWAY

QUALIFICATIONS

BS CIVIL ENGINEERING CSULB, Long Beach, 1980 • **PE #35217** Civil Engineer • **TE #1183** Registered Traffic Engineer • **PTOE** Traffic Operations Engineer

BACKGROUND

Ignacio Ochoa has amassed 36 years of experience in the public works sector, starting his career off in the County of Orange as a Junior Civil Engineer. In 2007, he was appointed as County Chief Engineer and Director of the Orange County Engineering Division, and in 2012 he was chosen as Interim Public Works Director and continued to serve in both roles. During his time as the Director of Orange County Engineering/Interim Public Works Director, Ignacio managed a staff of over 1,000 employees and oversaw the design, construction, and maintenance of roads and regional flood control facilities in the County of Orange. He was responsible for an annual budget of approximately $600 million dollars. Furthermore, he directed the County of Orange's Flood Control Division, Inspection, Operations & Maintenance, Road, Survey, PM, and Watersheds.

EXPERIENCE

7 YEAR ANNUAL RESIDENTIAL ROADWAY MAINTENANCE PROJECTS, DIAMOND BAR

Ignacio served as the Construction Manager to the City of Diamond Bar on their annual arterial and residential roadway maintenance projects for an annual period of 7 years. Years 2010 and 2011 were awarded as separate contracts. The City awarded OE an additional 3-year contract for 2012–2014. In 2015, the City of Diamond Bar awarded OE yet another annual rehabilitation project. The project sizes and costs were: 2010: 11.8 miles of arterial & residential streets ($908 K), 2011: 19 miles of arterial & residential streets ($1.8 M), 2012: 10 miles of arterial and residential streets ($1.1 M), 2013: 13 miles of arterial & residential streets ($1.3 M), 2014: 14.5 miles of residential, arterial & collector streets ($1.8 M), 2015: 14 miles of residential, arterial & collector streets ($1.75 M) and 2016/2017: 16.6 miles of residential and collector streets ($1.58 million). The general scope of work for each year's project included localized R&R patching, grind and overlay, cape and slurry seal, traffic loops, traffic striping, and required heavy traffic phasing and traffic control review. Justin assisted the City through the project bidding phase, developing text and stipulations for the bid package to ensure contractor availability during the desired working months. Due to the proximity to freeways, Justin also coordinated with Caltrans to obtain encroachment permits for the City for four of the projects, which was essential.

LOCAL RESIDENTIAL STREETS REHABILITATION, ZONE 19 PROJECT, PHASE II, NORWALK

Ignacio provided Construction Management services on phase 2 for the City of Norwalk's Local Residential Streets Rehabilitation, Zone 19 Project. The pavement management zone limits are bound by Stranstead Avenue to the west, Priscila Street to the north, Shoemaker Avenue to the east, and Rosecrans Avenue to the south, containing approximately 37,500 linear feet (7.1 miles) of local road surface slated for rehabilitation. The project is split into two phases: Phase A for concrete work, and Phase B for asphalt work, with the objective of improving the PCI for residential streets, extending the useful roadway life to at least 20 years, improving drainage, upgrading to safer and easier ride quality streets with greater pedestrian access, minimizing future maintenance costs and enhancing aesthetics. The scope called for the development of PS&E to include a total of 94 ADA curb ramps and 8 slotted cross gutters, along with driveway apron construction, utility appurtenance adjustments and relocation, and signing and striping replacement. OE is also utilizing a state-of-the-art high-speed 3D point cloud laser scanner to conduct surveys of approximately 60 existing centerline monuments for preservation.

CITY TRAFFIC ENGINEER, LONG BEACH

Ignacio was the interim City Traffic Engineer in the City of Long Beach. He oversaw the monitoring and timing of 550 traffic signals citywide; preparing and reviewing design plans for roadway striping, traffic signal installations and upgrades and speed humps; and reviewing traffic control requirements for utility work. Ignacio worked closely with the Traffic Operations Division which is responsible for keeping the city's 550 traffic signals operating 24 hours a day and the maintenance of nearly 3,600 parking meters. This division provides traffic signal maintenance and parking meter maintenance and collection support to the entire city (Belmont Shore and all the Marine Bureau area parking lots included) and the City of Seal Beach. Finally, as the City Traffic Engineer, he coordinated with the Transportation Programs Division.

MANHATTAN BEACH & SEPULVEDA BLVD. WIDENING, MANHATTAN BEACH

Ignacio was the Project Manager to the City of Manhattan Beach. The project limits included the intersection of Manhattan Beach Boulevard and Sepulveda Boulevard to accommodate dual left turn lanes in the northbound to westbound, eastbound to southbound, and westbound to northbound directions. The City of Lawndale is east of the project area, the City of Redondo Beach is south of the intersection, El Segundo sits to the north, and the Pacific Ocean to the west. Commercial businesses can be found throughout the project limits. The purpose of the project was to increase the operational capabilities of the intersection. This was accomplished by adding dual left turn lanes to the westbound, northbound and eastbound lanes. Northbound and southbound Sepulveda will have five travel lanes; two left turn lanes, and three through lanes. Eastbound and Westbound Manhattan Beach Boulevard will have five travel lanes; two left turn lanes, two through lanes and one dedicated right turn lane.

CITY ENGINEER SERVICES, WEST COVINA

Ignacio was the City Engineer to the City of West Covina on an interim basis. Duties included planning, organizing, directing and coordinating the various engineering functions of the City, including design, construction, and maintenance of public works; reviewing work in progress and approving final designs, specifications, estimates, and contract documents for street, sewer, storm drain, bridge, and other projects; providing direction for the Building and Maintenance divisions; approving a variety of policy and procedure changes and revisions; participating in special projects of department; reviewing actions and effectiveness of the respective divisions; directing the preparation and maintenance of records; field notes, reports, maps, plots, deeds, benchmarks, monuments, and similar engineering information and record; directing the review and approval of final subdivision maps and improvement plans; confer with subdividers, contractors, and engineers on matters relating to subdivisions and public works design and construction; providing engineering information and advice; reviewing and approving the work of engineering consultants engaged by the City; preparing and administering the annual budget for the Public Works Department; and establishing and administering programs for the continued development of the staff. 1 million gallons per day, and the bridge deck was picked up on one end to adjust cross-fall.

INGLEWOOD AVENUE AT MANHATTAN BEACH BOULEVARD WIDENING, REDONDO BEACH

Ignacio was the QA/QC Manager for the City of Redondo Beach. In addition to design engineering services, OE has assembled a team that can complete environmental analyses, environmental, and right-of-way appraisal and acquisition services. The proposed project limits included the intersection of Inglewood Avenue and Manhattan Beach Boulevard. The southbound lanes of Inglewood Avenue, north of Manhattan Beach Boulevard, consisted of one left turn lane, two through lanes, and a right turn lane which operate at LOS E in the AM and LOS F in the PM. The purpose of the project was to increase the operational capabilities of the intersection. This was accomplished by adding a dedicated right-turn lane on southbound Inglewood Avenue to increase the through traffic to three lanes.

ANTONIO PARKWAY & LA PATA AVENUE WIDENING PROJECT, ORANGE COUNTY

Ignacio provided Construction Management supervision through this $25 million project spanning 1.5 miles, from Ladera Ranch to 1,000 feet south of Ortega Highway, and included 900 LF of bridgework across San Juan Creek. Antonio Parkway was widened from four to six lanes—40 feet to accommodate the two additional lanes of traffic and a sidewalk on each side. Bridgework included parkway improvements, a raised median, channel bank revetment at the south abutment, compaction grouting, and structural testing. The widening of the bridge and roadway occurred simultaneously and included grading and cement-treated soil, 3,691 LF of RCP storm drain, riprap for environmentally friendly drainage filtering, dry utility installations, 4,993 PVC pipe, utility conduits, four fire hydrants, traffic signal improvements and loops, signing and striping, video detection, and a Class I designated bike lane with special bicycle signal loops. The construction also included 448 LF of CIDH pile retaining wall with 42,000 pounds of steel reinforcement. Furthermore, the project required the installation of domestic, reclaimed, and non-potable waterlines as well as sewer installation and mainline trunk rerouting. The scope also included a dewatering and effluent treatment system onsite that handled 1 million gallons per day, and the bridge deck was picked up on one end to adjust cross-fall.

JUSTIN SMEETS, PE, PLS, QSP

PROJECT/CONSTRUCTION MANAGER



18 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

WIDENING | WATER | SEWER | DRAINAGE | ROADWAY

QUALIFICATIONS

PE #78314 Registered Civil Engineer • **PLS #9293** Professional Land Surveyor • **QSD/QSP #00852** Qualified SWPPP Developer • **BS CIVIL ENGINEERING** CSUF, 2007 • **OCTA PAVEMENT REHABILITATION** (prior) Certification

BACKGROUND

Justin wields 18 years of experience involving civil engineering design, municipal engineering and facilities design, construction management and construction administration. Using AutoCAD Civil 3D, Justin handles the management and development of engineering plans and specifications and mapping. Justin additionally handles land development and grading design projects, conducted earthwork calculations, and incorporates typical designs. He is proficient in federally funded projects as well, and familiar with the Caltrans Local Assistance Procedures Manual (LAPM). Justin has successfully taken multiple projects from the initial federal funding application, to the Preliminary Environmental Study, to E-76 approval, and all the way through construction of audited federally funded construction projects. He has experience managing construction projects and handles planning and running kickoff meetings with the contractor, reviewing project submittals, RFIs, CCOs, and checking contractor invoices against field quantities. Justin ensures to coordinate the daily construction details with the contractor and inspector. He has completed multiple SWPPPs and erosion and sediment control plans per the latest Construction General Permit.

EXPERIENCE

LOVEKIN BOULEVARD AND BARNARD STREET REHABILITATION PROJECT, BLYTHE

Justin is the Project Manager on the Lovekin Blvd. and Barnard St. Rehabilitation Project in the City of Blythe to rehabilitate two street segments, 66,403 SF of Lovekin Boulevard, from Hobson Way to Barnard Street; and 81,946 SF of Barnard Street, from the first alley easterly of Lovekin Boulevard to the west edge of Main Street. The combined length is approximately 2,795 linear feet (0.53 miles). The work also includes replacing existing curb ramps with ADA compliant curb ramps, concrete infrastructure repairs (i.e. curb, gutter, sidewalk, and driveways), adjusting or relocating utility appurtenances, and signing and striping replacement.

EUCLID ROADWAY & SEWER RECONSTRUCTION PROJECT, FULLERTON

Justin was the Project Manager to the City of Fullerton. The project consisted of reconstructing or resurfacing approximately 3,700 linear feet of arterial streets between Fern Drive and Williamson Avenue and replacing approximately 1,700 feet of sewer mains between Malvern Avenue and Commonwealth Avenue. The project also included reconstructing 9 ADA ramps to bring them up to the most current ADA standards. The sewer work included removing the existing 10-inch VCP and replacing it with new 12-inch VCP pipe between Commonwealth and Malvern and removing and replacing sewer north of Malvern to the end of the street project limits at Fern without upsizing. The worked also included removing the manholes at the center of the Euclid Street/Chapman Avenue intersection and establishing a new connection point approximately 50 feet to the east along Chapman Avenue as well as reconstructing the double barrel siphon and adjusting invert elevations to achieve a suitable slope. The design utilized a trenchless method to install the siphon beneath the OCPW Brea Creek Channel. Additional tasks included adjusting manhole elevations and reconnected service laterals, constructing new curb and gutter where gutter is absent, constructing ADA compliant curb ramps, and repairing curb, gutter, cross gutters, sidewalks and driveways where required. The City utilized SB1 funds for the road rehabilitation and local funds for the sewer improvements.

7-YEAR ANNUAL RESIDENTIAL REHABILITATION PROJECT, DIAMOND BAR

Justin was the Project and Construction Manager to the City of Diamond Bar on their annual arterial and residential roadway maintenance projects for an annual period of 7 years. Years 2010 and 2011 were awarded as separate contracts. The City awarded OE an additional 3-year contract for 2012–2014. In 2015, the City of Diamond Bar awarded OE yet another annual rehabilitation project. The project sizes and costs were: 2010: 11.8 miles of arterial & residential streets ($908 K), 2011: 19 miles of arterial & residential streets ($1.8 M), 2012: 10 miles of arterial and residential streets ($1.1 M), 2013: 13 miles of arterial & residential streets ($1.3 M), 2014: 14.5 miles of residential, arterial & collector streets ($1.8 M), 2015: 14 miles of residential, arterial & collector streets ($1.75 M) and 2016/2017: 16.6 miles of residential and collector streets ($1.58 million). The general scope of work for each year's project included localized R&R patching, grind and overlay, cape and slurry seal, traffic loops, traffic striping, and required heavy traffic phasing and traffic control review. Justin assisted the City through the project bidding phase, developing text and stipulations for the bid package to ensure contractor availability during the desired working months. Due to the proximity to freeways, Justin also coordinated with Caltrans to obtain encroachment permits for the City for four of the projects, which was essential.

LOS NIETOS ROAD REHABILITATION PROJECT, SANTA FE SPRINGS

Justin is providing Project Management services to the City of Santa Fe Springs to rehabilitate approximately 2.3 miles of roadway on Los Nietos Road between Pioneer Blvd. and Painter Ave. The segment of Los Nietos was noted to be in poor condition. Widespread alligator cracking, block cracking, and potholing were observed throughout the project limits. The rehabilitation entailed available grind and overlay on the street segments and milling the full width of the street in areas where the deterioration was extensive. Our team also identified areas of isolated deterioration where digouts and milling the edges of the street may be necessary. Additional tasks include reconstructing curb, gutter, cross-gutters, and sidewalks in disrepair, as well as constructing ADA compliant driveways and curb ramps. Railroad right-of-ways intersect Los Nietos Road within the limits of the project. All design and construction activities within these right-of-way was coordinated with the PUC and carried out in accordance with the applicable PUC Codes.

BELLFLOWER BOULEVARD COMPLETE STREETS PROJECT-HSIP FUNDED, BELLFLOWER

Justin performed Project Management services for the City of Bellflower on the HSIP – Bellflower Boulevard Complete Streets Project. The project consists of enhancing approximately 2,200 linear feet (0.42 miles) of Bellflower Boulevard from Artesia Boulevard to the South City Limit, approximately 330 feet south of Rose Street. Bellflower Boulevard is an arterial street with two lanes of traffic and curbside parking in both directions, a dual left turn lane, and traffic signals at high volume intersections. The project was partially funded by Cycle 9 of the Highway Safety Improvement Program (HSIP). The project has an estimated cost of $1,162,100. The street enhancements included adding Class III Bike Lanes, reducing the lane widths, adding raised medians with landscaping and irrigation, upgrading and adding high visibility crosswalks, rapid flashing beacons, and pedestrian countdown heads at the intersections, bulb-outs, and road resurfacing.

WEST 17TH STREET WIDENING PROJECT, COSTA MESA

Justin was the Project Manager for the City of Costa Mesa on the West 17th Street Widening, from Placentia Avenue to Superior Avenue. 17th Street is a primary arterial. The Standard roadway width for a primary arterial is a 106' right of way. The existing configuration was a 2-lane divided highway with center two-way left turn lane. The existing land uses were mostly commercial properties with a new mixed-use development at the southeast corner of 17th Street and Pomona Avenue. There were 16 properties along West 17th Street within the limits of this widening. The properties along West 17th Street had varying R/W frontages. This meant that widening affected each property differently. The design intent for this widening was to meet the classification of four-lane Primary Arterial as described in the OCTA Master Plan of Arterial Highways (MPAH). This includes 2-lanes in each direction with a median.

CDBG RESIDENTIAL STREET IMPROVEMENT PROJECT-FY 2018-19 C.O. NO. 7150, HESPERIA

Justin was the Project Manager for the City of Hesperia on the FY 2018-19 CDBG Street Improvements Project. The project consists of constructing approximately 8,550 linear feet of streets. The project limits included Ash Street from Seventh Avenue to Eleventh Avenue (2,850 linear feet), Larch Street from Seventh Avenue to Eleventh Avenue (2,850 linear feet), and Wells Fargo Street from Seventh Avenue to Eleventh Avenue (2,850 linear feet). The streets are located within a residential zone and are to be upgraded from dirt roadways to 26" wide asphalt concrete pavement with an inverted crown design. Additionally, all surface utility appurtenances were to be preserved/modified to accommodate the new roadways and driveways of the adjacent residences were tied into the streets.

Docusign Envelope ID: 36001FB7-315A-4198-AFFD-EB51ABDB8A34

JOE DYER, PE, TE
PROJECT MANAGER/TRAFFIC ENGINEER



45 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

WIDENING | WATER | SEWER | DRAINAGE | ROADWAY

QUALIFICATIONS

BSCE: Civil Engineering, Ohio State University, Ohio • **MS & PHD PROGRAM:** Virginia Polytechnic Institute & State University,Virginia • **PE #31626:** Registered Civil Engineer • **TE #1200:** Registered Traffic Engineer • **CERTIFICATE:** Certified in Building & Facility Maintenance, 2005

BACKGROUND

Joe Dyer has achieved a milestone of 45 years of expansive experience serving a number of Southern California Cities including Chino Hills, Glendora, Bell Gardens and Whittier, along with work as a Junior Civil Engineer for the California Department of Transportation. His role on a litany of CIP projects involved working as a Transportation Planner, Senior Engineer, City Traffic Engineer, and as The Director of Public Works. In over 4 decades worth of time serving, he has perfected his skills in disciplines involving street maintenance and rehabilitation, water and storm drains, parks and public facilities, bridges, transit, sewer, design engineering, contract administration, residential development, environmental litigation, and federal regulations compliance, among many other disciplines and project variations. Joe additionally has great familiarity in coordinating with City officials and councils, utility owners, and has served as liason between stakeholders and governing bodies. Joe has worked with several developers, engineers, and City Councils, becoming well established in advocating for a City's best interest.

EXPERIENCE

TRAFFIC MANAGEMENT MASTER PLAN, CHINO HILLS

Joe developed the Master Plan for the purpose of a fiber optic traffic management system, along with a signal communication system for the City. He also prepared RFPs and sought proposals from traffic signal consultants. Budget: $300K

TRAFFIC SIGNAL BACKPLATE IMPROVEMENTS, CHINO HILLS

Joe served as the Plan Coordinator for the Traffic Signal Backplate Improvements Project. The work was with a signal contractor and involved installing retroreflective borders for a selected number of traffic signal locations. This project was funded through an HSIP grant and was budgeted at approximately $123K.

CANON LANE (EAST OF SR142)PAVEMENT REHABILITATION AND DRAINAGE IMPROVEMENTS, CHINO HILLS

Joe provided plan, design and contract administration for Canon Lane pavement rehabilitation work. Work includes pavement removal and reconstruction, striping and minor drainage improvements. Budget: $300K.

PIPELINE AVENUE SEWER ACCESS ROAD, CHINO HILLS

Joe provided plan, design, and construction contract administration for constructing a 20-foot wide sewer maintenance access road along a County owned flood control channel. Work includes grading, construction of pavement, retaining walls and security gates. Budget: $201K.

PEYTON DRIVE & EUCALYPTUS AVENUE TRAFFIC SIGNAL MODIFICATION, CHINO HILLS

Joe provided plan, design, and contract administration for phasing modifications on the Peyton Drive and Eucalyptus Avenue Traffic Signal Modification Project. The phasing was located at the intersection of Peyton Drive and Eucalyptus Avenue with the purpose of providing protective left turns and overlap right turn indicators. Budget: $50K.

GRAND AVENUE/SR71 TRUNK RELIEF AT BOYS REPUBLIC DRIVE, CHINO HILLS

Joe provided plan, investigations, and schedule reconstruction on the Grand Avenue and SR71 Trunk Relief at Boys Republic Drive Project. The reconstruction involved an existing sewer trunk line with modified manhole to improve the flow efficiency. Budget: $213K.

CITYWIDE WASTEWATER MASTER PLAN STUDY, CHINO HILLS

For the Citywide Wastewater Master Plan Study, the City had retained a consultant to evaluated the City's sewer collection system with its ability to meet projected demands for the upcoming years and identify needed capital improvements. Budget: $650K.

EUCALYPTUS AVENUE RECYCLED WATERLINE INSTALLATION & TRAFFIC IMPROVEMENTS, CHINO HILLS

Joe provided plan, design, and contract administration for the installation of a recycled water line at Veterans Park, pavement rehabilitation for Eucalyptus Avenue, and the installation of a H.A.W.K. signal at the Galloping Hills Road Pedestrian Crosswalk. The project work included replacement of existing ADA ramps, adjust utility facilities, traffic striping and electrical work. Budget: $1.7M.

WATER MAIN SADDLE REPLACEMENT (PHASES I, II & III), CHINO HILLS

Joe provided plan, design and contract administration for over 1000 saddles and services replacement in residential neighborhoods on the Water Main Saddle Replacement Project - Phases I, II & III. Budget: $10M.

MAROON BELL - WINCHESTER WATER MAIN REPLACEMENT, CHINO HILLS

For the Maroon Bell - Winchester Water Main Replacement Project, Joe provided plan, design and construction administration for replacing 4,700 feet of 8-inch steel water main line in the Maroon Bell neighborhood. The project work involved working with the local neighborhood Homeowners Association. The work also included refurbishing the pavement of 10 of the private streets. Budget: $1M.

1,2,3 TCP REMEDIATION, CHINO HILLS

This project was developed for the purpose of evaluating and remediating all of the City of Chino Hills's water wells for 1,2,3 TCP contamination. Joe was tasked with evaluating proposals from consultants along with the construct of a TCP removal facility at the corner of Eucalyptus Avenue and Pipeline Avenue. Joe also negotiated property exchange with the local fire district, as well as supervised the construction administration activities.

RAMONA AVENUE WATER MAIN REPLACEMENT, CHINO HILLS

Joe provided plan, design and coordinated work with City's Water Division on the Ramona Avenue Water Replacement Project. The work called for the replacement of 680 feet of a 2-inch water main, along with 9 service lines. The construction was located at Ramona Avenue, from Bird Farm Road to Mesa Boulevard. Budget: $400K.

CITYWIDE STORM DRAIN MASTER PLAN STUDY, CHINO HILLS

Joe provided coordination and the retention of a consulting engineer to Update the Storm Drain Master Plan to develop the tools needed to plan, operate and maintain the City's storm drain infrastructure. Budget: $848K.

VRAVIS CIRCLE DRAINAGE IMPROVEMENTS, CHINO HILLS

Joe provided plan, survey, design, and contract administration to install a storm drain facility on Vravis Circle at Carriage Hills Lane to address the prevailing water issue at the intersection. Budget: $43K.

EUCALYPTUS AVENUE STORM DRAIN IMPROVEMENT, CHINO HILLS

Joe provided plan, design and contract administration for the replacement of an open trapezoidal channel with a storm drain pipe from Peyton Drive to Pipeline Avenue on the Eucalyptus Avenue Storm Drain Improvement Project. Further work called for the construction of a sidewalk and curb and gutter following the installation of the pipe. Budget: $2M.

SOQUEL CANYON PARKWAY PAVEMENT REHABILITATION, CHINO HILLS

Joe provided plan, design and construction administration for Soquel Canyon Parkway Pavement Rehabilitation Project. Joes work included grind and AC overlay, striping, and bike lane installation from Pipeline Avenue to the North City limit. This project was performed in two phases, where Joe also coordinated with Caltrans at its on-off ramps areas. Budget: $2.5M.

DONALD HOPPE, PE
PROJECT MANAGER



40 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

WIDENING | WATER | SEWER | DRAINAGE | ROADWAY

QUALIFICATIONS

PE #34820 Registered Civil Engineer • **BS CIVIL ENGINEERING** CSU Polytechnic, Pomona, 1979 • **MA: PUBLIC ADMINISTRATION** CSU, Fullerton • **MA: PUBLIC ADMINISTRATION** CSU, Fullerton • **PAST PRESIDENT** City Engineer's Association of Orange • **OCTA CHAIRMAN** Technical Steering Committee & TAC

BACKGROUND

Donald is a highly motivated and goal-oriented professional with demonstrated experience in project management, organizational management, conflict resolution, team development, critical thinking, analysis, and budgeting extensively for the public works industry, with a record of achieving outstanding results. Donald credits his record of meeting all goals and objectives with the ability to manage multiple projects and meet deadlines to his highly organized approach and an extremely strong work ethic. This, combined with a total commitment to excellence in all facets of job assignment, enables him to operate as an effective team player, working effectively with the City council, City manager, executive directors, technical personnel, skilled and non-skilled employees, the public, and outside public agencies. These excellent communication and presentation skills, along with his aquired skills acumen, brings a trusted and effective project manager to the table.

EXPERIENCE

DIRECTOR OF ENGINEERING - CIP PROJECTS, FULLERTON

Donald was responsible for providing all Capital Improvement Program projects for the City of Fullerton and the City's former Redevelopment Agency, performed through an 8 year period. Along with an in-house staff of 40, Donald was involved in various fields of discipline, including public works design for all adopted CIP projects, construction management, water system design, NPDES compliance and monitoring, private development, public right of way interface, traffic engineering and traffic signal operations. In addition, Donald handled the City of Fullerton's departmental coordination with the Engineering Director and the airport manager for Fullerton's last remaining General Aviation Airport in Orange County. Donald's part ensured accurate management of the airport funds, as its operation is a primary business center on the west border of the City. Donald's was involved in providing financial management for preparing and presenting the department's $24 million budget. For planning, Donald coordinated with the public infrastructure on behalf of the various private development projects and implementing the former RDA specific plan process. With Construction Project Development, Donald developed the City's 5-year CIP with a typical total cost in value ranging from $25 million to $45 million. And with the Council Support and Interface, Donald attended City Council meetings, and provided direct support to City Council through the City Manager's office.

FULLERTON COMMUNITY CENTER PROJECT, FULLERTON

Donald served as Project Manager for the Fullerton Community Center Project, which was one of two major projects being undertaken as part of the Civic Center Area Improvements, and included significant renovations and additions, parking and circulation improvements, and street improvements to Commonwealth Avenue. The approximate cost of the project was $29 million. Project funding was primarily by Redevelopment Agency (RDA) and bond proceeds, with additional funding from Park Dwelling Fund and from approved grants. The project scope included the demolition of the existing Senior Center and Boys and Girls Club structures, the construction of the 48,000 sq. ft. multi- purpose Community Center, and related site improvements along Commonwealth Avenue. The street work required the introduction of a new raised median island between Highland Avenue and Short Street with a signalized mid-block pedestrian crossing, hardscape and landscape improvements, the relocation of ingress/egress westerly to align with Short Street, and the relocation of traffic signals to the Commonwealth Avenue and Short Street intersection.

Integration of existing parking assets was needed (including St. Mary' s Catholic Church) and circulation routes. Improvements were also made on parking lot hardscape, landscape, lighting and signage, mid-block crossing, parking lots, and landscape renovations. The key planning element of the proposed Community Center was to maximize facility use by creating a " shared" facility for a variety of user groups. The project was a replacement of the existing public facilities located in Amerige Park. In addition, the plan included the relocation of the Amerige Brothers' Realty Office (a Historic Landmark). Coordination with other appointed bodies and contract agencies included the Fullerton Senior Citizens Club; the Fullerton Boys and Girls Club; the Fullerton Parks and Recreation Community Center Ad Hoc Planning Committee, the Fullerton Parks and Recreation Commission, and the Redevelopment Design Review Committee (RDRC). While the field and park elements were an important consideration in the site planning and facility design, proposed improvements primarily consist of landscape improvements and integration.

ST. COLLEGE BLVD. & RAYMOND AVENUE GRADE SEPARATION PROJECTS, FULLERTON

Donald performed Project Management services for the City of Fullerton for this state and locally funded, Orange County Transportation Authority (OCTA) oversight grade separation project. The State College Boulevard and Raymond Avenue Grade Separation Projects was located on Raymond Avenue intersecting the Burlington Northern Santa Fe (BNSF) railroad. Construction activities involved the elimination of the at-grade railroad crossing on Raymond Avenue to facilitate better traffic flow and increase the safety for vehicular commuters. This undercrossing was intended for greatly improving vehicular traffic flow due to the annual increase in train traffic. Moreover the intent was to also reduce the potential for accidents on the road. The existing horizontal roadway configuration of Raymond Avenue was continually maintained even upon completion of the project. Significant coordination with the simultaneous State College Boulevard Grade Separation project was a special project challenge that was met successfully. The initial work had involved storm drain and utility relocations. Shoring review for the BNSF railroad bridge was required and the temporary bypass road for Raymond Avenue was successfully completed. As one of seven OCTA grade separations along this busy corridor, weekly collaboration and coordination with simultaneously on-going OCTA projects was essential.

BASTANCHURY ROAD WIDENING & IMPROVEMENTS PROJECT, FULLERTON

Donald served as the Project Manager on the Bastanchury Road Widening Project for the City of Fullerton. The intent of the project was to construct improvements on Bastanchury Road between Harbor Boulevard and Fairway Isles Drive, a distance of approximately 1,950 feet, and to widen Bastanchury Road between Harbor Boulevard and just west of Fairway Isles Road from four to six lanes, a distance of approximately 1,693 feet. The remaining project segment of Bastanchury Road was restriped to be consistent with the widened cross section.

COMMONWEALTH AVENUE STORM DRAIN INSTALLATION, FULLERTON

Donald served as the Project Manager on the Commonwealth Avenue Storm Drain Installation Project for the City of Fullerton. The project scope included the installation of a 30-inch storm drain underneath Commonwealth Avenue between Highland Avenue and Malden Avenue that was to be connected to an existing 48-inch storm drain in Highland Avenue. Catch basins were installed at the north side of the Commonwealth Avenue and Malden intersection to reduce frequent intersection flooding. The project also included the reconstruction of curb, gutter, sidewalk, access ramps, and pavementat the northwest and northeast corners of Commonwealth Avenue and Malden Avenue.

PLUMMER PUBLIC PARKING STRUCTURE PROJECT, FULLERTON

Donald served as the Project Manager to The City of Fullerton, the Fullerton Redevelopment Agency and the North Orange County Community College District to provide a joint use, occupancy and maintenance service of the 222,147 square foot Plummer Parking Structure. The use of the structure is to provide public parking for Fullerton College and the public to support local commercial areas. The project involved addressing issues with the maintenance and operation of the structure.

HILLCREST PARK RESERVOIR RECONSTRUCTION, FULLERTON

Donald served as Project Manager to the City of Fullerton on the Hillcrest Park Reservoir Reconstruction Project. The purpose of the project was to replace the existing, deteriorated Hillcrest Reservoir and associated piping. The work requirements involved removing the existing reservoir, which was a 5 million gallon capacity and an oval-shaped footprint, and constructing a new circular shaped reservoir having the same capacity. The proposed reservoir was constructed at the same location as the existing tank, at a similar elevation. The new reservoir tank was buried beneath the surface of the ground, and the area above it was covered with soil and landscaped so that the ground above could be made accessible for public use. The project also included the construction of an 18" inlet-outlet pipeline and 18" drain line that led from the reservoir through the park and south to Valley View Drive. Piping was also installed within the Valley View right of way from Harbor Blvd. to Lemon Street. This resulted in Donald having to mitigate temporary road closures as a result of the construction.

Docusign Envelope ID: 36001FB7-315A-4198-AFFD-EB51ABDB8A34

RYAN DENNIS, P.ENG.
PROJECT ENGINEER



17 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

WIDENING | WATER | SEWER | DRAINAGE | ROADWAY

QUALIFICATIONS

P.ENG. : APEGA Registered Civil Engineer • **BS: CIVIL ENGINEERING MINOR: ENVIRONMENTAL ENGINEERING** University of Calgary, 2005 • **CERTIFIED** AutoCAD & Civil 3D

BACKGROUND

As a Project Engineer for OE, Ryan leads the design team by performing and coordinating detailed designs on public works projects. Ryan has over 17 years of experience. He received his degree in Civil & Environmental Engineering from the University of Calgary and is a Registered Civil Engineer in Alberta, Canada. He possesses an ability to produce drawings, layouts, sketches, maps, and graphic representations of engineering designs. He also has extensive knowledge of AutoCAD Civil 3D. Ryan provides support during the overall engineering and design effort.

EXPERIENCE

WEST 17TH STREET WIDENING PROJECT, COSTA MESA

Ryan is providing Project Engineering services to the City of Costa Mesa for the West 17th Street Widening Project, from Placentia Avenue to Superior Avenue. 17th Street is a primary arterial. The Standard roadway width for a primary arterial is a 106' right of way. The existing configuration was a 2-lane divided highway with center two-way left turn lane. The existing land uses were mostly commercial properties with a new mixed-use development at the southeast corner of 17th Street and Pomona Avenue. There were 16 properties along West 17th Street within the limits of this widening. The properties along West 17th Street had varying R/W frontages. This meant that widening affected each property differently. The design intent for this widening was to meet the classification of four-lane Primary Arterial as described in the OCTA Master Plan of Arterial Highways (MPAH). This includes 2-lanes in each direction with a median.

GREENSTONE PAVEMENT RECONSTRUCTION PROJECT, SANTA FE SPRINGS

Ryan was the Project Engineer for the City of Santa Fe Springs on the Greenstone Pavement Reconstruction Project. The project limits were Lakeland Avenue to Sunshine Ave and Sunshine Avenue from Greenstone to Shoemaker Avenue. The surrounding business included heavy commercial and industrial with mostly large truck traffic. The existing roadway was severely distressed asphalt that had alligator cracking throughout the roadway. Working with the city we came up with an alternative approach to give this roadway extended life. The method of reconstruction we used was Roller Compacted Concrete (RCC). Since we knew that we didn't want to impact the businesses, then this method drastically reduces the cure time of traditional concrete down to hours instead of days. It uses a machine similar to an asphalt paving machine in order to place a low slump concrete that is then compacted with a roller. This method lowers the downtime for residents and businesses and because it uses paving machines then it can be completed quickly and at a much lower cost per square foot.The scope of work included 317,500 square feet of pavement reconstruction, 1,270 lineal feet of curb reconstruction, 2,700 square feet of sidewalk reconstruction, 1,510 square feet of cross gutter reconstruction, 6,800 square feet of driveway reconstruction and 26 manhole adjustments along with various other items of work.

NEWPORT BOULEVARD WIDENING IMPROVEMENTS PROJECT, COSTA MESA

Ryan served as Project Engineer for the City of Costa Mesa on the Newport Boulevard Widening Improvements Project. The project consists of widening a portion 77 Fair Drive of southbound Newport Boulevard to accommodate

a fourth through lane and improve its Level of Service from the current "F" rating (ranging from 1.10 to 1.30). The section of roadway to be enhanced extends approximately 2,700 linear feet southwest from 19th Street to the Superior Avenue turn-off located northeast of 17th Street. The project is located within Caltrans jurisdiction and requires traffic signal modifications, utility and street light relocations, and right-of way acquisitions to accommodate the additional through lane and right-turn pockets.

FY 2017-18 SB1 STREET REHABILITATION PROJECT, ALHAMBRA

Ryan provided the City of Alhambra with Project Engineering services. The project entails the rehabilitation of a total of approximately 21,972 feet (4.2 miles) of asphalt concrete (AC) streets located within the City limits and a small portion of street located within the City of South Pasadena. The project is financed using SB1 funds with an estimated construction budget of $954,000 Initially, the City was considering reconstruction, but the cost to rehabilitate the proposed street segments is $2,227,066 based on the reported PCIs and preferred reconstruction methods. To remain within the allotted budget of $954,000, OE prepared a cost-benefit analysis to maximize the budget while utilizing multiple rehabilitation methods.

DEL AMO BOULEVARD PAVEMENT REHABILITATION, CERRITOS

Ryan was the Project Engineer for the Del Amo Boulevard Project. Del Amo Boulevard is a major arterial oriented east/west and is used as a thoroughfare to adjacent cities. The project limits consist of a total of approximately 2,900 linear feet (approximately 0.55 miles) of Del Amo Boulevard between Pioneer Boulevard and Norwalk Boulevard. The south half is under the City of Lakewood's jurisdiction. Requirements included rehabilitation of pavement, concrete removal and replacement of damaged curb, gutter and sidewalks, identifying and addressing storm water drainage concerns, retrofitting curb access ramps with the latest ADA standards, and updating signing, striping and traffic loops. Close collaboration with the selected landscape architect was necessary to ensure all issues regarding tree root infiltration are addressed to accommodate both the civil and landscape designs and to ensure that the City receives a cohesive package of civil, landscape, and irrigation plans. The plans also included Low Impact Development (LID) Improvements to divert urban run-off from the storm drain system.

RESIDENTIAL STREETS REHABILITATION PROJECT, WEST COVINA

Ryan served as a Project Engineer for the City of West Covina on the Residential Streets Rehabilitation Project. The project requirements included rehabilitation of pavement, concrete removal and replacement of damaged curb, gutter and sidewalks, identifying and addressing storm water drainage concerns, retrofitting or reconstructing curb access ramps with latest ADA standards, and updating signing and striping. The project limits consist of a total of approximately 14,700 linear feet (approximately 2.78 miles) of roadway on the streets.

CITYWIDE STREET RESIDENTIAL PROJECT, SAN BERNARDINO

Ryan served as a Project Engineer for the City of San Bernardino on the Citywide Street Residential Project. The project requirements included pavement rehabilitation, concrete removal, replacement of damaged curb, gutter and sidewalks, retrofitting or reconstructing curb access ramps with latest ADA standards, and updating signing and striping. The project limits consist of a total of approximately 20,300 linear feet (3.85 miles) of roadway on residential streets.

SIDEWALK IMPROVEMENTS IN FRONT OF ALDRICH HALL, IRVINE

Ryan served as Project Engineer for the University of California, Irvine for the Sidewalk Improvement Project in Front of Aldrich Hall. Trees were causing severe uplift of the existing sidewalk and created tripping hazards, along with improper ADA access. OE prepared plans, specifications, and estimates that removed the invasive trees and replaced them with sustainable trees, installed root barriers, placed mulch, and reconstructed the sidewalk to accommodate ADA accessibility. The project included approximately 2,000 SF of concrete sidewalk construction, replacement of five trees, installation of an engineered soil to allow root infiltration and minimize any uplift of the adjacent curb, gutter, and sidewalk. "root infiltration and minimize any uplift of the adjacent curb, gutter, and sidewalk.

LOVEKIN BLVD. & BARNARD ST. REHABILITATION, BLYTHE

As Project Engineer on The Lovekin Blvd., and Barnard St. Rehabilitation Project in the City of Blythe, Ryan's duties entails services to rehabilitate two street segments, 66,403 SF of Lovekin Boulevard, from Hobson Way to Barnard Street; and 81,946 SF of Barnard Street, from the first alley easterly of Lovekin Boulevard to the west edge of Main Street. The combined length is approximately 2,795 linear feet (0.53 miles). The work also includes replacing existing curb ramps with ADA compliant curb ramps, concrete infrastructure repairs (i.e. curb, gutter).

DAYTON LOWE
PROJECT ENGINEER



30 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

WIDENING | WATER | SEWER | DRAINAGE | ROADWAY

QUALIFICATIONS

BROWARD COLLEGE COURSEWORK Civil Engineering Technology & Construction Management • **OCTA PAVEMENT REHABILITATION** (prior) Certification • **CERTIFIED** AutoCAD & Civil 3D

BACKGROUND

As a Project Engineer for OE, Dayton performs and coordinates detailed designs on arterial roadways, utility coordination for major relocations on high profile projects and assistance in coordination efforts on multiple projects. He possesses an ability to produce drawings, layouts, sketches, maps, and graphic representations of engineering designs. He also has extensive knowledge of AutoCAD, Autodesk Civil 3D, Eagle Pointe Civil package and others. Dayton provides support during the overall engineering and design effort, including the preparation of design drawings and calculations. He is experienced in developing residential, commercial, and industrial conceptual site plans from the preliminary phase to final construction documents; knowledgeable in the design of gravity sanitary sewer systems; skilled in the design of sanitary sewer pump stations and force main systems; accomplished in the design of water mains for residential, commercial and industrial projects; practiced in the design of drainage systems; talented in preparing drainage calculations for effective and efficient drainage systems; and familiar in the design of grading plans for storm water drainage and ADA compliance. Dayton is also proficient in preparing and submitting packages to governmental agencies to obtain required permits for construction and in the design of roadway layouts including intersections, roundabouts, turn-lanes and travel lanes.

EXPERIENCE

YALE AVENUE REHABILITATION PROJECT, IRVINE

Dayton provided Project Engineering services to the City of Irvine on the Yale Avenue Rehabilitation Project located at Yale Avenue from Deerfield Avenue to the I-5 Overpass. Yale Avenue serves as a major Northeast Southwest arterial for the City of Irvine. This segment of Yale Avenue varies between a 2-lane arterial with bike lanes to a 4-lane arterial with bike lanes and raised medians. The limits of this project were entirely within residential neighborhoods with Heritage Park and a fire station located at the northwest corner of Yale Avenue and Walnut Avenue. The first segment from Deerfield Avenue to approximately Edgmere Avenue entailed a 2" mill and a 2" Rubberized Hot Mix Asphalt Type G (RHMA-G) overlay with some full depth structural sections where the street is severely deteriorated. The second segment of roadway from Edgmere Avenue to the I-5 Overpass required a 6" mill and placement of 2.5" of RHMA-G over 4" Hot Mix Asphalt (HMA) in the street with a 2" to 2½" transitional grind at the bike lanes. This project also corrected ADA deficiencies for sidewalks and ramps. Our design team checked for existing roadway signs and striping for compliance with both the City standards as well as the 3R federal design requirements. Another important aspect of this project was its proximity to Caltrans right-of-way. Traffic control through the I-5 bridge overcrossing required obtaining a Caltrans Encroachment Permit.

CITYWIDE ADA CURB RAMPS & PATH OF TRAVEL PEDESTRIAN ACCESSIBILITY IMPROVEMENTS, LONG BEACH

Dayton was the Project Engineer for the City of Long Beach involving Citywide ADA Curb Ramps and Path of Travel Pedestrian Accessibility Improvements. The objective of the project is to design and construct at least 20,000 new ADA compliant curb ramps over the next 20 years in accordance with current State and Federal

accessibility codes and standards. The project is to complete 1,000 of those ramps deemed most critical for accessibility. OE's team utilizes AutoCAD Civil 3D on 3D surfaces for the designs in compliance with the Long Beach Standard Plan No. 122 in order to satisfy the maximum allowable slopes dictated in the most current version of Caltrans Standard Plan A88A, and has had to consider other accessibility standards due to occasional unavailability of a suitable ramp case and type. The project work entails the preparation of detailed individual curb ramp construction plans with the inclusion of horizontal geometrics, design elevations and dimensions, and utility appurtenance adjustments and relocations, along with concrete infrastructure such as curb, gutter, cross-gutters, and sidewalk. The necessary reconstruction is incorporated in order to accommodate the new curb ramps, meet accessibility requirements, and maintain drainage. Additional design elements have also required consideration, which involve constructing 32"x54" size flat landings next to each pedestrian push-button at signalized intersections and installing guardrails where retaining curbs adjoin walkable hard surfaces. Due to the large volume of ramps reconstructed each year, small batches of design details and construction of the ramps are being provided to the City at regular intervals through out a continuous process, with City submittals made on a monthly basis at a scaled frequency and quality.

EUCLID ROADWAY AND SEWER RECONSTRUCTION PROJECT, FULLERTON

Dayton was the Project Engineer to the City of Fullerton on the Euclid Roadway and Sewer Reconstruction Project from Williamson to Fern Project. The project consisted of reconstructing or resurfacing approximately 3,700 linear feet of arterial streets between Fern Drive and Williamson Avenue and replacing approximately 1,700 feet of sewer mains between Malvern Avenue and Commonwealth Avenue. The sewer work included removing the existing 10-inch VCP and replacing it with new 12-inch VCP pipe between Commonwealth and Malvern and removing and replacing sewer north of Malvern to the end of the street project limits at Fern without upsizing. The worked also included removing the manholes at the center of the Euclid Street/Chapman Avenue intersection and establishing a new connection point approximately 50 feet to the east along Chapman Avenue as well as reconstructing the double barrel siphon and adjusting invert elevations to achieve a suitable slope. The design utilized a trenchless method to install the siphon beneath the OCPW Brea Creek Channel. Additional tasks included adjusting manhole elevations and reconnected service laterals, constructing new curb and gutter where gutter is absent, constructing ADA compliant curb ramps, and repairing curb, gutter, cross gutters, sidewalks and driveways where required. The City utilized SB1 funds for the road rehabilitation and local funds for the sewer improvements.

BERRY STREET & IMPERIAL HIGHWAY SEWER MAIN REPLACEMENT PROJECT, BREA

Dayton provided Project Engineering services to the City of Brea for this sewer main replacement project. The project spanned 3,000 LF from Lambert Road to Imperial Highway (within Caltrans right-of-way), and on Imperial Highway from Berry Street to the Orange County flood control channel. This project required coordinating with Union Pacific Railroad and filing for a Caltrans encroachment permit, due to the segment within Caltrans right-of-way. The design of this project was split into two phases to accelerate the portion on Lambert Road where a roadway overlay was separately planned. The ultimate design included the installation of 100 feet of 10-inch VCP, 2,570 feet of 12-inch VCP, 300 feet of 15-inch VCP, and a total of 15 new manholes. Special sewer bypass designs were required at the railroad crossings to maintain railroad access at all times. OE also coordinated utility relocations for Chevron, AT&T, and water department and storm drain lines in conflict with the proposed line. To avoid future maintenance and access issues, OE also proposed a new alignment for the sewer main that would avoid encroachment in Caltrans right-of-way.with a uniform grind and asphalt overlay, and preparing striping and signage plans to encompass parking and no parking areas.

TRANSIT SYSTEM (NTS) BUS STOP IMPROVEMENT, PHASE I (FTA FUNDED), NORWALK

Dayton served as the Project Engineer to the City of Norwalk on the Bus Stop Improvement Project, Phase 1. The City's Transit System was in need of a revamping of the City's 166 bus stops, with a new bus stop addition within the City of Santa Fe Springs. Each bus stop required a variety of any one of the following upgrades: solar power equipt shelters; seating; trash receptacles; and signs built for real-time posting. OE was tasked with signage installation at 73 of the City's bus stops along Routes 1 and 4, along with upgrading a further 9 stops. OE provided PES/Environmental preparations, base map and maintenance plan development, concept plans for bus stops, as well as a thorough field survey of all of the bus stops which included the use of drone surveying. OE's contribution required 60 working days out of the project's duration of approximately 18 months from the notice to proceed, with an estimated total project cost of $1.5 million, funded by the Federal Transit Administration (FTA).

JARED SPEICHER, EIT

PROJECT ENGINEER



5 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

WIDENING | WATER | SEWER | DRAINAGE | ROADWAY

QUALIFICATIONS

BS: Civil Engineering, California State University, Long Beach • **EIT #179155** Engineer-in-Training • **SOFTWARE** AutoCAD, Civil3D, InfraWorks, BlueBeam.

BACKGROUND

Both ambitious and goal driven, Jared planned for, and graduated from, California State University, Long Beach with a Bachelor's Degree in Civil Engineering, all the while excelling in extra curricular programs at the University. He was the Project Manager for CSULB's ASCE Concrete Canoe Competition, providing team support toward the project's critical path, and worked with faculty to improve funding and utilize available space. Jared also became an active member with the American Society of Civil Engineers, as well as with the InterFraternity Council, Associated Students, Inc., and with Greek Intervarsity. Jared then took on the role of Civil Engineering Associate, becoming skilled with BlueBeam and Civil3D software involving design site grading and utility plans design for coordination and construction. Concurrently he collaborated with consultants regarding project timelines of traffic, geotechnical investigations and topographic surveys, and he completed site constraint analysis to identify all financial, developmental, and environmental concerns, and assisted with the entitlement process and permitting. After following that up by becoming an EIT, Jared has continued adapting further skills in the field including site planning, project entitlements, SWPPP, scheduling, and material take-off, along with collaborating with Project Managers and Superintendents for contract development, procurement, and scheduling, and has skills and experience in scope management during construction to ensure plans are built to specifications.

EXPERIENCE

LOCAL STREETS REHABILITATION PHASE I (CONCRETE IMPROVEMENTS) ZONE 3, NORWALK

Jared provided Project Engineering services on the Local Streets Rehabilitation Program Phase I (Concrete Improvements) in Zone 3, which is bound by the Union Pacific Railroad to the Northwest, the I-5 Freeway to the Northeast, Imperial Highway to the South, and Firestone Boulevard to Southwest. The project involved removal and replacement of sidewalk (3,000 SF); curb and gutter (2,600 LF); new and replacement ADA curb ramps (93 ramps and 10 truncated domes); driveway approach repairs (500 SF); cross gutter replacements (29 locations with associated curb ramps); including incidental asphalt work, utility relocations and traffic control.

TRABUCO ROAD RESURFACING PROJECT (PEACHWOOD TO BAKE PARKWAY), LAKE FOREST

Jared served as Project Engineer for OE which was awarded this project and assigned the task to prepare full design Plans, Specifications and Estimates (PS&E) to the City of Lake Forest on the Trabuco Road Resurfacing Project for road resurfacing on Trabuco Road, between Peachwood Parkway and Bake Parkway. The work required the construction of 11 ADA ramps and 2 ADA driveways in total, median curb height construction, along with curb gutter and sidewalk repairs, and signing and striping replacement. The main objective is to improve the PCI for Trabuco Road following our team's professional assessment of the existing pavement conditions in order to extend the useful service life of the streets, improve safety by upgrading to safer streets with better ride quality and pedestrian access, minimize future maintenance needs and costs, and enhance aesthetics.

LAKE FOREST DRIVE RESURFACING, FROM BAKE PARKWAY TO I-5 FREEWAY, LAKE FOREST

Jared served as Project Engineer for OE which was awarded this project and assigned the task to prepare full design plans, specifications and estimates (PS&E) for this roadway resurfacing project located at Lake Forest Drive, between Bake Parkway and the I-5 freeway. The project design plans were to be phased in order for the construction to be distributed into three phases as funding permitted. Along the approximately 5.5 mile stretch of road within the project limits, the phases required the construction of 152 ADA ramps and 22 ADA driveways in total and 7,105 linear feet of median curb height construction, along with the construction of bus pads, curb gutter and sidewalk repairs, and signing and striping replacement. The main objective was to improve the PCI of the street segments following our team's professional assessment of the existing pavement conditions in order to extend the street service life, improve safety by upgrading to safer streets with better ride quality and pedestrian access, minimize future maintenance costs and enhance aesthetics. This project was funded through Measure M2, SB1 and Infrastructure Reserves Funds.

ARDEN DR. ZONE 3 STREET & BIKE LANE IMPROVEMENTS PROJECT (CIP 053/058), EL MONTE

Jared provided Project Engineering design services for the City of El Monte on the Arden Drive Zone 3 Street and Bike Lane Improvements Project. The work called for the preparation of PS&E to rehabilitate pavement on Zone 3 streets and Arden Drive, as well as construct ADA ramps, repair damaged curb and reconstruct cross gutters where drainage was affected. The pavement was treated with slurry seal, cape seal, milling and overlays. Failed pavement sections were treated with a deeper grind and a grindable fibrous interlayer to prevent reflective cracking in lieu of full depth reconstruction. Sidewalk was replaced in areas that did not meet ADA compliance, such as heaved sidewalk panels and minimum path widths. Damage due to tree root infiltration of 126 trees was also noted, requiring OE to assign a licensed arborist. Further enhancements were included in the design per the San Gabriel Valley Regional Bicycle Master Plan to include a Class II bike lane along Arden Drive and Class III bike lanes along Hickson Street, Esto Avenue, Marsen Street, Ranger Avenue, and Arden Way. OE subsequently updated the City's Master Bike Plan with recommendations. OE also conducted public outreach activities to address concerns from local businesses, residents and stakeholders affected by the construction.

FY 2023-24 PAVEMENT MANAGEMENT PROGRAM IMPLEMENTATION PROJECT, GLENDALE

Jared served as Project Engineer to the City of Glendale on the Fiscal Year 2023 to 2024 Pavement Management Program Implementation Project. The purpose of this project was to rehabilitate approximately 48,650 linear feet (9.2 miles) of street, a total of 60 streets in all. OE was tasked with providing designs for pavement resurfacing and reconstruction; curb, gutter and sidewalk repairs at 9 separate locations; a total of 124 ADA curb ramps and driveways construction; catch basin enhancements; bus stop improvements and relocations; sewer point repairs; tree well installation and tree planting; utility appurtenance adjustments and relocations; signing and striping; and surveying well monument installations and replacements. Additional work included sewer video inspection to identify sewer defects and preparing sanitary sewer plans for repairs that included point repairs, and sectional and full-length slip lining, along with Traffic Control plans. OE also acquired no-fee permits for ground distrubance work within the City's right-of-way.

SAND CANYON & PORTOLA PARKWAY IMPROVEMENTS, IRVINE

Jared served the City of Irvine as Project Engineer on the Portola Parkway and Sand Canyon Avenue Street Rehabilitation Project. The project consisted of rehabilitating approximately 4,500 linear feet of Portola Parkway and 9,300 linear feet of Sand Canyon Avenue, as well as rehabilitating the intersections of Sand Canyon Avenue & Laguna Canyon, Sand Canyon Avenue & Trabuco Road, and Sand Canyon Avenue & Irvine Boulevard. An additional design element included reconstructing curb ramps to meet ADA requirements where deficient.

TRANSIT SYSTEM (NTS) BUS STOP IMPROVEMENT, PHASE I (FTA FUNDED), NORWALK

Jared served as the Project Engineer to the City of Norwalk on the Bus Stop Improvement Project, Phase 1. The City's Transit System was in need of a revamping of the City's 166 bus stops, with a new bus stop addition within the City of Santa Fe Springs. Each bus stop required a variety of any one of the following upgrades: solar power equipt shelters; seating; trash receptacles; and signs built for real-time posting. OE was tasked with signage installation at 73 of the City's bus stops along Routes 1 and 4, along with upgrading a further 9 stops. OE provided PES/Environmental preparations, base map and maintenance plan development, concept plans for bus stops, as well as a thorough field survey of all of the bus stops which included the use of drone surveying. OE's contribution required 60 working days out of the project's duration of approximately 18 months from the notice to proceed, with an estimated total project cost of $1.5 million, funded by the Federal Transit Administration (FTA).

Docusign Envelope ID: 36001FB7-315A-4198-AFFD-EB51ABDB8A34

ERIC URSO, LSIT
PROJECT ENGINEER



10 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

WIDENING | WATER | SEWER | DRAINAGE | ROADWAY

QUALIFICATIONS

BS Civil Engineering, The Citadel, The Military College of South Carolina • **MA** Geographic Information Science, California State University, Long Beach • **LSIT #9297** Land Surveyor-in-Training • **SOFTWARE** AutoCAD, SurveyCAD and Civil 3D.

BACKGROUND

Eric found his passion in the Civil Engineering field over 10 years ago, graduating with a Bachelor of Science in Civil Engineering from The Citadel, The Military College of South Carolina, and very recently completing his Master's program at California State University, Long Beach in Geographic Information Science (GIS). He has spent many years working in construction management. His time spent in construction management helped him understand many of the inner-workings of the industry. Lately, within the past year, Eric has focused his attention toward Land Surveying. In that role, he has performed topographic surveys, construction surveys, boundary surveys, and construction staking, which has sharpened his skills and increased his attention to detail, allowing for a more clear understanding when applying his skills and experience to CAD work, including proficiency with Pix4DMapper, ENVI and photogrammetry. Eric has now worked as a Land Surveyor on various projects for Los Angeles and Orange Counties. Such projects include the 6th Street Bridge in Downtown Los Angeles, Metro Purple Line Extension Section 3 in Century City, and 405 Highway Widening for Orange County Transportation Authority (OCTA). This work includes proficiency in using the Leica Total Station System and Data Collector and the use of GPS for traversing and establishing bench marks.

EXPERIENCE

LOCAL STREETS REHABILITATION PHASE I (CONCRETE IMPROVEMENTS) ZONE 3, NORWALK

Jared provided Project Engineering services on the Local Streets Rehabilitation Program Phase I (Concrete Improvements) in Zone 3, which is bound by the Union Pacific Railroad to the Northwest, the I-5 Freeway to the Northeast, Imperial Highway to the South, and Firestone Boulevard to Southwest. The project involved removal and replacement of sidewalk (3,000 SF); curb and gutter (2,600 LF); new and replacement ADA curb ramps (93 ramps and 10 truncated domes); driveway approach repairs (500 SF); cross gutter replacements (29 locations with associated curb ramps); including incidental asphalt work, utility relocations and traffic control.

247TH STREET AREA WATER MAIN REPLACEMENT PROJECT, LOMITA

Eric served as Project Engineer to The City of Lomita for the 247th Street Area Water Main Replacement Project. The project limits were on 246th Street, 247th Place, 248th Street, Western Avenue and Lomita Boulevard and involved the installation of 3,300 linear feet of new 6-inch PVC water mains to provide improved flow, pressure, and fire protection. The existing 4-inch/6-inch water main systems were constructed between 1928 and 1930 and had exceeded its useful service life. The proposed water main was installed parallel to the existing main while keeping the old line in service to minimize downtime for the public. All fire hydrants, service laterals, valves, blow-offs, air release valves, and other associated water appurtenances were replaced, and sectional pavement, curb gutter and sidewalk were removed and reconstructed according to ADA standards and drainage patterns. Encroachment permits from Caltrans and the City of Los Angeles within their jurisdictions were secured. Funding was sourced from the City's CIP Program and the FEMA Hazard Mitigation Grant Program.

EUCLID STREET REHABILITATION & RESURFACING, FROM EDINGER TO WARNER AVENUE, FOUNTAIN VALLEY

Eric served as Project Engineer to the City of Fountain Valley on the Euclid Street Rehabilitation and Resurfacing Project, which was located on Euclid Street, from Edinger Avenue to Warner Avenue. Approximately 5200 linear feet (1 mile) of roadway required rehabilitation which involved curb, gutter and sidewalk reconstruction, 8 curb returns with ADA curb ramp and 5 driveways to be replaced, signing and striping replacement, and utility appurtenance adjustments. Aerial photographs of the street were captured for use in base map features which included utility appurtenance locations, digout areas, street striping configurations, and pavement limits, along with a topographic survey. The construction budget of this project totaled approximately $1.7 million.

BENNETT AVENUE, WASHINGTON AVENUE, WESTRIDGE AVENUE AND BENDER AVENUE CUL-DE-SACS PROJECT, GLENDORA

Eric served as Project Engineer on the Bennett Avenue, Washington Avenue, Westridge Avenue and Bender Avenue Cul-De-Sacs Project for the City of Glendora. This included the design of nearly 7,000 LF of new 8-inch ductile iron/ C909 PVC water mains to improve flow, pressure and fire protection, along with 311,000 SF of streets requiring improvements. Other work included a striping enhancement concept to incorporate marked class II bike lanes, repurposing crosswalk warning lights, reconstructing and replacing 16 ADA curb ramps for compliance, traffic signal inductive loop replacement, and water main appurtenance installation and replacement. A section of pipeline located at Bennett Avenue near Valencia Street had passed beneath a storm drain, requiring directional drilling to facilitate new water main installation through the area. This was accompanied by assessments of fire hydrants, air and vacuum release valves, and water meters and services laterals.

DURFEE AVENUE & RAMONA BOULEVARD SIDEWALK IMPROVEMENTS PROJECT, EL MONTE

Eric was the Project Engineer for the City of El Monte on the Durfee Avenue and Ramona Boulevard Sidewalk Improvements Project (CIP No. 002). The project limits included two areas. The first was south side of Ramona Boulevard, between the eastern city limit - west side of San Gabriel River Trail – and Durfee Avenue (1,115 linear feet). The second location was on both sides of Durfee Avenue, between Ramona Boulevard and the address of 4000 Durfee Avenue (2,525 linear feet). The project had five main objectives. (1) reconstruct sidewalks, driveways, and curb ramps within project limits as necessary to comply with current ADA requirements. (2) identify surface utilities preventing ADA compliance and provide design alternatives that include constructing around the interfering utilities or relocating them. (3) evaluate existing infrastructure (sidewalks, driveways, and curb ramps) for adherence to current ADA requirements. (4) construct new ADA compliant sidewalk where absent. (5) ensure all improvements are constructed within the existing right-of-way.

ZONE 3 COLLECTOR ROAD IMPROVEMENTS PROJECT, LAGUNA BEACH

Eric served as Project Engineer to the City of Laguna Beach toward the development of Plans, Specifications & Estimates for street improvements of Park Avenue, from Glenneyre Street to Wendt Terrace; Glenneyre Street, from Park Avenue to Thalia Street; and Thalia Street, from Temple Hills Drive to the South End The City. The project consisted of rehabilitating approximately 3,200 linear feet of Park Avenue, 2,500 linear feet of Glenneyre Street, and 2,500 linear feet of Thalia Street. Additional tasks include analyzing crown slopes at pedestrian crossings to reduce crossfall and steep crowns, as needed, along with utility adjustments, a record of survey on Thalia Street, a two-phase set of traffic control plans, and signing and striping. Traffic control and detour plan phasing was also included in order to accommodate the summer moratorium. For Thalia Street, OE prepared a Record of Survey and filed with the County of Orange illustrating the existing centerline from Temple Hills Drive to the southwest end. .

METRO WEST SIDE PURPLE LINE EXTENSION PROJECT, LOS ANGELES

Eric processed and reviewed submittals and any transmittals necessary for decking and excavation work at La Brea, Fairfax, and La Cienega on the Metro West Side Purple Line Extension Project. In providing Metro with any support they needed, Eric's duties encompassed public records inquiries, pay app reviews, RFI reviews, keeping up to date with SOE work which includes pile production and tracking, Geotech Instrumentation, tie back installation, coordination with surveyors, and participating in field visits when, necessary.

METRO DIVISION 20 PORTAL WIDENING TURNBACK PROJECT, LOS ANGELES

On the Metro Division 20 Portal Widening Turnback Project for the City of Los Angeles, Eric processed and reviewed submittals, RFIs, and correspondence for construction services in Metro Rail Yard which consists of demolition, civil improvements, traction power substation, ductbanks, street improvements, support of excavation, and structural bridge reinforcement.

Docusign Envelope ID: 36001FB7-315A-4198-AFFD-EB51ABDB8A34

DAVID LORIA
PROJECT ENGINEER



14 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

WIDENING | WATER | SEWER | DRAINAGE | ROADWAY

QUALIFICATIONS

FAA LICENSED #4098277 Commercial Drone Remote Pilot • **LEICA GEOSYSTEMS** Cyclone Point Cloud Processing Software • **EOS SYSTEMS** PhotoModeler Motion Photogrammetric Image Analysis/3D Modeling • **AUTODESK** Auto CAD, Civil 3D, Revit, 3D Max, Recap • **TOPCON** Scan Master Point Cloud Processing Software • **AS: 3D COMPUTER ANIMATION** Brooks College, Long Beach, 2004 • **CERTIFIED** AutoCAD & Civil 3D

BACKGROUND

David Loria has accumulated over 14 years of experience crafting his knowledge and skills in the survey and engineering industries that include CAD management, drafting and estimating, survey data and mapping, design analysis, base mapping, QA/QC checking, HD Laser scanning, 3D modeling and animation, forensic research, improving workflow pipeline methods, base maps, generating digital terrain models and accurate 3D line-work, and point cloud analysis and feature extraction, as well as advance photogrammetric modeling and analysis software. He has over 8 years of experience planning and performing site inspections and laser scans in the field, and analyzing, drafting, modeling and animating scenes for final presentations under strict deadlines. Other skills include drafting as-builts and record drawings for contract closeout submittals, and drafting base maps by combining survey data, Edison field inventory maps, public utility as-builts and other data for planning the removal, installation, replacement or repair of Edison electrical line, equipment or structures. David is proficient in multiple workflows depending on the needs and budget of a project to make sure it is completed on time and within budget.

EXPERIENCE

NEWPORT BLVD. WIDENING IMPROVEMENTS PROJECT, COSTA MESA

David worked as a Project Engineer to the City of Costa Mesa on the Newport Boulevard Widening Improvements Project, which consists of widening a portion 77 Fair Drive of southbound Newport Boulevard to accommodate a fourth through lane and improve its Level of Service from the current "F" rating (ranging from 1.10 to 1.30). The section of roadway to be enhanced is approx. 2,700 linear feet southwest from 19th Street to the Superior Avenue turn-off located northeast of 17th Street. The project is within Caltrans jurisdiction and requires traffic signal modifications, utility and street light relocations, and right-of way acquisitions to accommodate the additional through lane and right-turn pockets.

BELLFLOWER COMPLETE STREETS PROJECT, BELLFOWER

David worked as a Project Engineer to the City of Costa Mesa on the Newport Boulevard Widening Improvements Project, which consists of widening a portion 77 Fair Drive of southbound Newport Boulevard to accommodate a fourth through lane and improve its Level of Service from the current "F" rating (ranging from 1.10 to 1.30). The section of roadway to be enhanced is approx. 2,700 linear feet southwest from 19th Street to the Superior Avenue turn-off located northeast of 17th Street. The project is within Caltrans jurisdiction and requires traffic signal modifications, utility and street light relocations, and right-of way acquisitions to accommodate the additional through lane and right-turn pockets.

RESIDENTIAL STREETS PAVEMENT REHABILITATION PROJECTS-AREAS 1, 2, & 4, DOWNEY

David provided the City of Downey with Project Engineering services for the Residential Streets Pavement Rehabilitation Project for Areas 1, 2, and 4. The main objective was to improve the PCI of the area residential street

segments in order to extend the street service life, improve safety, minimize costs and maintenance needs, and enhance aesthetics. In order to accurately develop a scope of work and fees for the design services, OE conducted a detailed field evaluation, a thorough review of the City's Pavement Management Plan, and approximated the costs for the construction activities to develop a final list of residential street segments. OE was then able to determine the quantity of streets that could be incorporated into the engineering design, which rehabilitation method to use and which method could be feasibly rehabilitated while adhering to the City's available budget, along with providing recommendations and estimates. Upon approval by the City, the team then began to prepare separate PS&E packages for areas 1, 2 and 4. The work across the three zones covered nearly 29 miles of residential streets. On a number of segments OE used straight grade between tie-in points at adjacent segments to maximized drainage slopes. A total of 164 Curb Ramps were reconstructed to meet ADA compliance along with 85 total driveways, in addition to street widening and single-sided street parking construction. Collaboration with Caltrans, LA County Flood Control District and Union Pacific Rail Road was also performed in order to acquire permit acquisitions on the segments. The work was completed on time and within budget.

LAKE FOREST DRIVE RESURFACING (BAKE PARKWAY TO I-5), LAKE FOREST

David served as a Project Engineer for the City of Lake Forest on this project to prepare full design plans, specifications and estimates (PS&E) for this roadway resurfacing project located at Lake Forest Drive, between Bake Parkway and the I-5 freeway. The project design plans were to be phased in order for the construction to be distributed into three phases as funding permitted. Along the approximately 5.5 mile stretch of road within the project limits, the phases required the construction of 152 ADA ramps and 22 ADA driveways in total and 7,105 linear feet of median curb height construction, along with the construction of bus pads, curb gutter and sidewalk repairs, and signing and striping replacement. The main objective is to improve the PCI of the street segments following our team's professional assessment of the existing pavement conditions in order to extend the street service life, improve safety by upgrading to safer streets with better ride quality and pedestrian access, minimize future maintenance costs and enhance aesthetics. This project is funded through Measure M2, SB1 and Infrastructure Reserves Funds.

TRABUCO ROAD RESURFACING PROJECT (PEACHWOOD TO BAKE PARKWAY), LAKE FOREST

David served as a Project Engineer to the City of Lake Forest to prepare full design Plans, Specifications and Estimates (PS&E) to the City of Lake Forest on the Trabuco Road Resurfacing Project for road resurfacing on Trabuco Road, between Peachwood Parkway and Bake Parkway. The work required the construction of 11 ADA ramps and 2 ADA driveways in total, median curb height construction, along with curb gutter and sidewalk repairs, and signing and striping replacement. The main objective is to improve the PCI for Trabuco Road following our team's professional assessment of the existing pavement conditions in order to extend the useful service life of the streets, improve safety by upgrading to safer streets with better ride quality and pedestrian access, minimize future maintenance needs and costs, and enhance aesthetics.

CITYWIDE ADA CURB RAMPS & PATH OF TRAVEL PEDESTRIAN ACCESSIBILITY IMPROVEMENT, LONG BEACH

David served as a Project Engineer to the City of Long Beach involving Citywide ADA Curb Ramps and Path of Travel Pedestrian Accessibility Improvements. The objective of the project was to design and construct at least 20,000 new ADA compliant curb ramps over the next 20 years in accordance with current State and Federal accessibility codes and standards. The project was to complete 1,000 of those ramps deemed most critical for accessibility. OE's team utilized AutoCAD Civil 3D on 3D surfaces for the designs in compliance with the Long Beach Standard Plan No. 122 in order to satisfy the maximum allowable slopes dictated in the most current version of Caltrans Standard Plan A88A, and had to consider other accessibility standards due to occasional unavailability of a suitable ramp case and type. The project work entailed the preparation of detailed individual curb ramp construction plans with the inclusion of horizontal geometrics, design elevations and dimensions, and utility appurtenance adjustments and relocations, along with concrete infrastructure such as curb, gutter, cross-gutters, and sidewalk. The necessary reconstruction was incorporated in order to accommodate the new curb ramps, meet accessibility requirements, and maintain drainage. Additional design elements required consideration, which involved constructing 32"x54" size flat landings next to each pedestrian push-button at signalized intersections and installing guardrails where retaining curbs adjoined walkable hard surfaces. Due to the large volume of ramps reconstructed each year, small batches of design details and construction of the ramps were provided to the City at regular intervals through-out a continuous process, with City submittals made on a monthly basis at a scaled frequency and quality.

JASON TO
PROJECT ENGINEER



5 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

WIDENING | WATER | SEWER | DRAINAGE | ROADWAY

QUALIFICATIONS

BS: Bachelor of Science-Civil Engineering, California State University, Fullerton • **SKILLS:** AutoDesk, AutoCAD, RAM Structural Systems, ArcGIS • **ROLES:** CAD Designer 1, Lab Engineer 1, Technical Specialist, Construction Manager

BACKGROUND

Jason To is an entheusastic Project Engineer and a recent graduate from Calfornia State University, Fullerton, earning a Bachelor's of Science Degree in Civil Engineering. He quickly followed this by taking on the role of Lab Engineer 1 and Technical Specialist for RMS Energy Consulting, where he provided projects scheduling, data analysis, drafted standard testing procedures for energy efficient appliances, and configured, calibrated and tested thermal couples equipment energy appliances for energy efficiency. In this role, Jason gained a wide range of design experience beginning with Soil Mechanics, where he determined properties of soil required for foundation design, then in Reinforced Concrete Design, where he designed and analyzed reinforced concrete structures, followed by Structural Steel Design, where he designed and analyzed steel structures. Jason also gained experience in Engineering Surveying, where he learned how to properly survey and use surveying equipment, as well as in Construction Management in learning how to create a project schedule and cost estimates with safety and reliability considerations through MS Project. His most recent position at Advantage Engineers allowed him work as a CAD Designer 1, where he designed and drafted zoning and construction drawings, site plans, red-line corrections, etc. for the purpose of wireless siting, and communicated drawing status and schedule to the Project Manager and other Team members, making him a team player along with his acquired design and management skills in the field.

EXPERIENCE

FY 2022-23 ANNUAL PAVEMENT REHABILITATION PROJECT, PHASES 1-4, WHITTIER

Jason provided the City of Whittier with Project Engineering services through 4 phases of their Annual Pavement Rehabilitation Project. The project purpose was to rehabilitate approximately 49,000 linear feet (9.3 miles) of 46 streets with a variety of slurry and cape seal, and grind and overlay in order to achieve an extended pavement service life while minimizing future maintenance needs, improve safety and enhance aesthetics. The required work involved pavement, curb, gutter and sidewalk repair and rehabilitation, reconstructing 62 ADA curb ramps (52 with missing truncated domes), replacing 9 cross gutters, utility appurtenance adjusting and relocating, and signing and striping. The project also required Caltrans Encroachment Permits for streets around Whittier Boulevard, and permits for the Union Pacific Railroad (UPRR) due to street proximity to the right-of-way on the southwest end. OE's in-house Laser Scanner was utilized to capture visible indications of surface utilities, trees, utility poles, luminaries, fencing, walls, sidewalks, hardscape, signs, and edge of pavement lying within the ramp locations, as well as lip of gutter, flow-line, top of curb, and back of walk elevations were documented. The survey also extended beyond the ramp's BCRs/ECRs to ensure proper tie-in to the existing infrastructure.

ZONE 3 COLLECTOR ROAD IMPROVEMENTS, LAGUNA BEACH

Jason provided Project Engineering services to the City of Laguna Beach for the development of Plans, Specifications & Estimates for street improvements of Park Avenue, from Glenneyre Street to Wendt Terrace; Glenneyre Street, from Park Avenue to Thalia Street; and Thalia Street, from Temple Hills Drive to the South End The City. The project consists of rehabilitating approximately 3,200 linear feet of Park Avenue, 2,500 linear feet of Glenneyre Street, and

2,500 linear feet of Thalia Street. Additional tasks include analyzing crown slopes at pedestrian crossings to reduce crossfall and steep crowns, as needed, along with utility adjustments, a record of survey on Thalia Street, a two-phase set of traffic control plans, and signing and striping. Traffic control and detour plan phasing is also included in order to accommodate the summer moratorium and for Thalia Street, OE prepared and filed with the County of Orange a Record of Survey showing the existing centerline from Temple Hills Drive to the southwest end.

CLARK AVENUE REHABILITATION PROJECT, BELLFLOWER

Jason provided Project Engineering services to the City of Bellflower on the Clark Avenue Rehabilitation project. The project spanned 2,200 LF of arterial roadway from Artesia Boulevard to the South City limits. The scope of work included an inverted grind and overlay to reduce the crown height and provide more gradual grads at the edge of the roadway. The project also entailed a full-width ARHM overlay, localized full-depth reconstruction, installing 22 traffic loops, adjusting 22 manholes and 35 valves, metal hand-railing, curb & gutter, PCC driveways, and 11 curb ramp replacements to meet ADA compliance, as well as necessary traffic striping. Due to the projects close proximity to the City of Lakewood, OE was required to coordinate with both the City of Bellflower and the City of Lakewood.

247TH STREET AREA WATER MAIN REPLACEMENT PROJECT, LOMITA

Jason provided Project Engineering services to The City of Lomita for the 247th Street Area Water Main Replacement Project. The project limits are on 246th Street, 247th Place, 248th Street, Western Avenue and Lomita Boulevard and involved the installation of 3,300 linear feet of new 6-inch PVC water mains to provide improved flow, pressure, and fire protection. The existing 4-inch/6-inch water main system was constructed between 1928 and 1930 and had exceeded its useful service life. The proposed water main was installed parallel to the existing main while keeping the old line in service to minimize downtime for the public. All fire hydrants, service laterals, valves, blow-offs, air release valves, and other associated water appurtenances were replaced, with sectional pavement, curb gutter and sidewalk were removed and reconstructed according to ADA standards and drainage patterns. Encroachment permits from Caltrans and the City of Los Angeles within their jurisdictions was secured. Funding was sourced from the City's CIP Program and the FEMA Hazard Mitigation Grant Program.

ADA ACCESS RAMP IMPROVEMENTS PROJECT, PHASES 13 THRU 17, LAKE FOREST

Jason provided Project Engineering services for the City of Lake Forest on the ADA Access Ramp Improvements Project, Phases 13 through 17. The project was funded through the Community Development Block Grant. The goal of the project is to re-design existing access ramps to meet compliance with the ADA State of California Building Code, Title 24 Standards along with City of Orange Standard Plans, requiring a full cultural resources study and report of California Historical Resources, a Sacred Lands search, a Reconnaissance Report, and a pedestrian field survey of the project area. This 5 phase project requires a total of 113 ramp designs, reconstruction and replacement for a period of 3.5 years. The ramps components includes landing widths, side flares, and landing/running/counter and sidewalk cross slopes. Adjacent sidewalk, curb and gutter replacements are made as necessary.

RESIDENTIAL STREETS PAVEMENT REHABILITATION FOR AREAS 1, 2, & 4, DOWNEY

Jason served as a Project Engineer to the City of Long Beach involving Citywide ADA Curb Ramps and Path of Travel Pedestrian Accessibility Improvements. The objective of the project was to design and construct at least 20,000 new ADA compliant curb ramps over the next 20 years in accordance with current State and Federal accessibility codes and standards. The project was to complete 1,000 of those ramps deemed most critical for accessibility. OE's team utilized AutoCAD Civil 3D on 3D surfaces for the designs in compliance with the Long Beach Standard Plan No. 122 in order to satisfy the maximum allowable slopes dictated in the most current version of Caltrans Standard Plan A88A, and had to consider other accessibility standards due to occasional unavailability of a suitable ramp case and type. The project work entailed the preparation of detailed individual curb ramp construction plans with the inclusion of horizontal geometrics, design elevations and dimensions, and utility appurtenance adjustments and relocations, along with concrete infrastructure such as curb, gutter, cross-gutters, and sidewalk. The necessary reconstruction was incorporated in order to accommodate the new curb ramps, meet accessibility requirements, and maintain drainage. Additional design elements required consideration, which involved constructing 32"x54" size flat landings next to each pedestrian push-button at signalized intersections and installing guardrails where retaining curbs adjoined walkable hard surfaces. Due to the large volume of ramps reconstructed each year, small batches of design details and construction of the ramps were provided to the City at regular intervals through-out a continuous process, with City submittals made on a monthly basis at a scaled frequency and quality.

HENRY LU
PROJECT ENGINEER



7 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

WIDENING | WATER | SEWER | DRAINAGE | ROADWAY

QUALIFICATIONS

BS CIVIL ENGINEERING University of Transport, Ho Chi Minh City in Viet Nam • **SKILLS** Design & Analysis for Roadway, Slope Stability and Drainage Design • **SOFTWARE** AutoCAD and Civil 3D, SewerGEMS, GEO-Slope

BACKGROUND

Henry is a skilled Project Engineer, able to handle a wide range of Civil Engineering Drafting with the use of AutoCAD. His Civil Drafting work experience has involved title sheets, general notes, existing conditions, and plans for site, utility, fire access, erosion control and parking in the field of Land Development; ALTA land titles, boundaries, topographics, pre-construction, commercial and residential surveys in the field of Land Surveys; plans for landscape, foundation, floor, and roof in the field of Architecture Drawings; As-Built Drawings, showing the changes during construction; and beams, columns, foundations, slabs, piles, and stairs in the field of Structural Drawings. His experience on plans extends to Public Improvement Construction, Site Improvement, and Final Development. His design drawings experience is lengthy, involving Plan and Profile Roadway Design, Finish Surface and Intersection, Subdivision and Curb Ramp Designs, Pland and Profile of Sanitary Storm Water, Sewer, Water Lines, Surface Model and Earthwork Calculations, Interference Check, Existing Surface Contour Analysis, Infraworks, and Topographic Surveying.

EXPERIENCE

PUEBLO STORAGE ROADWAY IMPROVEMENTS PROJECT, NAPA, CA

Henry provided Project Engineering services on the Pueblo Storage Roadway Improvements Project in the City of Napa, California. Located at Pueblo Avenue, the project consisted of 7 Buildings and Parking Lots on a parcel area totaling approximately 101,756 square feet of roadway at a width of 18 feet. Henry provided the construction and roadway design for the entire project, from survey to completion. Utilities were also included involving a 12 inch storm drain, a 1 inch water PVC, and a 4 inch sewer PVC SDR 26, and gas and electrical.

ROSECRANS RESIDENCE ROADWAY IMPROVEMENTS PROJECT, NAPA, CA

Henry provided Project Engineering services on the Rosecrans Residence Roadway Improvements Project in the City of Napa, California. The project was located at Steele Canyon Road and required new roadway design for a 37.43 AC parcel area measuring 12 feet wide and 22,553 square foot (0.52 AC) long, along with utility design of an 18 inch storm drain, 6 inch PVC, an 8 inch wide sewer system, gas, electric, etc. A City of Napa Ladder Truck was utilized for a fire prevention plan.

MARIN WOODS SUBDIVISION NC HIGHWAY 210 PROJECT, JOHNSON, NC

Henry served as the Project Engineer on the Marin Woods Subdivision NC Highway 210 Project in the City of Johnson, North Carolina. The project consisted of 143 proposed lots, 149,734 square feet of the 210 highway at 29 feet of length, 5 foot wide sidewalk, an 8 foot dip water main, and an 8 inch PVC sanitary sewer main. Henry was called upon to provide the needed construction drawings for the area and to provide the new designs for the utility systems.

ORANGEBURD ROAD PROJECT, PHASES I & II, DORCHESTER COUNTY, NC

Henry was the Project Engineer for Dorchester County on two phases of the Orangeburd Road Project. Henry provided the construction drawings for 132 lots and 60 feet of right-of-way, 4 foot wide sidewalk, an 8 inch C900 PVC and DIP water line, an 8 inch DIP & PVC sewer line, and a 15 inch to 36 inch storm drain line.

MILLARD CROSSING PROJECT, NORTH CAROLINA

Henry provided Project Engineering services on the Millard Crossing Project in North Carolina. Henry provided the construction drawings for 95 lots and 60 feet of right-of-way, 5 foot wide sidewalk, and 15 inches to 24 inches of storm drain, an 8 inch PVC water pipe, and an 8 inch PVC sewer line.

LEONARD PHUNG
PROJECT ENGINEER



7 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

WIDENING | WATER | SEWER | DRAINAGE | ROADWAY

QUALIFICATIONS

BS CIVIL ENGINEERING University of Transport, Ho Chi Minh City in Viet Nam • **SKILLS** Design & Analysis for Roadway, Slope Stability and Drainage Design • **SOFTWARE** AutoCAD and Civil 3D, SewerGEMS, GEO-Slope, Infrawork

BACKGROUND

Leonard is a skilled Project Engineer, able to handle a wide range of Civil Engineering Drafting with the use of AutoCAD. His Civil Drafting work experience has involved title sheets, general notes, existing conditions, and plans for site, utility, fire access, erosion control and parking in the field of Land Development; ALTA land titles, boundaries, topographics, pre-construction, commercial and residential surveys in the field of Land Surveys; plans for landscape, foundation, floor, and roof in the field of Architecture Drawings; As-Built Drawings, showing the changes during construction; and beams, columns, foundations, slabs, piles, and stairs in the field of Structural Drawings. His experience on plans extends to Public Improvement Construction, Site Improvement, and Final Development. His design drawings experience is lengthy, involving Plan and Profile Roadway Design, Finish Surface and Intersection, Subdivision and Curb Ramp Designs, Pland and Profile of Sanitary Storm Water, Sewer, Water Lines, Surface Model and Earthwork Calculations, Interference Check, Existing Surface Contour Analysis, Infraworks, and Topographic Surveying.

EXPERIENCE

CECILE COURT SUBDIVISION PROJECT-LLOYD DRIVE IMPROVEMENTS, NAPA, CA

Leonard provided Project Engineering services on the Cecile Court Subdivision Project-Lloyd Drive Improvements in the City of Napa, California. Located at 4060 Lloyd Drive, the project consisted of approximately 46,655 square feet of roadway at a width of 36 feet, 4 foot wide sidewalk, and a 30 foot radius cul-de-sac. Leonard provided the roadway improvement design for the entire project, from survey to completion. Utilities were also included, and involved a 6 inch PVC storm drain pipe and an 8 inch sewer PVC, and gas and electrical.

LOS ROBLES SUBDIVISION PROJECT, NAPA, CA

Leonard provided Project Engineering services on the Los Robles Subdivision Project in the City of Napa, California. The project was located at Seville/Los Robles Drive and required new roadway improvement plans design for 256,356 square feet of the roadway measuring 22 feet in width. The project also called for the design of 3 retaining walls at a max height of 5 feet for each wall, as well as utility design of an 18 inch storm drain, 8 inch PVC, an 8 inch wide sewer system, gas, electric, etc. A City of Napa Ladder Truck was utilized for a fire prevention plan.

WENDELL FALLS ROADWAY & PUBLIC UTILITY IMPROVEMENT PROJECT, WENDELL, NC

Leonard served as the Project Engineer on the Wendell Falls Roadway and Public Utility Improvements Project in the City of Wendell, North Carolina. The project consisted of 38,068 square feet of roadway at 30 feet of length, 16,702 square feet of 5 foot wide sidewalk, 1,878 LF of water main, and 2,180 LF of sewer main. Leonard was called upon to provide the needed construction drawings for the area and to provide the new designs for the utility systems improvements.

HIGHLAND RIDGE SUBDIVISION PROJECT, PHASES I - IV, ANGIER, NC

Leonard was the Project Engineer for the Highland Ridge Subdivision Project, Phases I thru IV in Angier, North Carolina. The project was located at Kennebec Road. Leonard provided the construction drawings for 256 lots and 60 feet of right-of-way, 5 foot wide sidewalk, an 8 inch C900 PVC and DIP water line, an 8 inch DIP & PVC sewer line, and a 15 inch to 36 inch storm drain line on all 4 phases. Leonard also provided erosion control plans design for the first three phases.

NOORZAYGEO, INC.

NoorzayGeo

GEOTECHNICAL INVESTIGATION & MATERIALS TESTING

QUALIFICATIONS

(951) 264-9023 • maihan@noorzaygeo.com • 16817 Rainy Vale Avenue, Riverside, CA 92503

BACKGROUND

Noorzay Geotechnical Services Inc. has developed pavement design recommendations in accordance with Caltrans Highway Design Manual and the latest edition of the "Greenbook". Noorzay has the capabilities to obtain encroachment permits, core at representative locations, and perform the necessary laboratory testing to provide an economical design for the project. Noorzay is adept at slope stability issues, foundation recommendations, settlement or expansive soils, and more. Noorzay utilizes certified technicians for compaction testing during grading, subgrade preparation, trench backfill, aggregate base placement, and hot mix asphalt paving. They can also provide ACI certified technicians for concrete testing in the field and sampling for compressive strength testing. For over the past 15 years, Noorzay has provided pavement evaluations, compaction testing, soils reports, along with all other geotechnical needs.

EXPERIENCE

GREEN TREE BOULEVARD TO YATES ROAD EXTENSION PROJECT, VICTORVILLE

NoorzayGeo prepared the Materials Report for Green Tree Boulevard to Yates Road Extension Project in Victorville, California. The project extended from 500 feet west of Green Tree Boulevard from its intersection with Hesperia Road and continued east over the BNSF railroad tracks to merge with Ridgecrest Road and Yates Road. At the western limit, the alignment also included a portion of Hesperia Road from approximately 400 feet north of its intersection with Green Tree Boulevard to Coad Road to the south. At the eastern limit, the project alignment split and continued onto Yates Road, heading north to its intersection with Park Road and extending south on Ridgecrest Road to approximately 1,000 feet south of Chinquapin Drive. The project scope of services included reviewing available reports prepared by project personnel, a field investigation and associated laboratory testing, engineering analysis and preparation of the Materials Report suitable for submission to Caltrans.

LENWOOD ROAD GRADE SEPARATION PROJECT, BARSTOW

NoorzayGeo provided Quality Assurance on this $32 million dollar Grade Separation Project as part of the Alameda Rail Corridor East Project for the City of Barstow. The project was intended to facilitate the flow of both vehicular and freight rail traffic though the City of Barstow. This project developed a grade separated crossing along Lenwood Road over the existing BNSF tracks. The improvements include the widening of Lenwood Road from two lanes to four lanes between Main Street and Jasper Road. The grade separation allowed for improved emergency response time and reduced congestion and in turn improved the air quality of the surrounding area. Maihan provided Quality Assurance management involving testing services for construction materials at the direction of the Project Managers of Simon Wong Engineering. The scope of work included compaction, concrete and materials testing of many aspects of the project such as mechanically stabilized earth walls, structural fill and embankment, and sewer improvements.

BRIDGE AT RANCHERO ROAD OVER THE I-15 FREEWAY, HESPERIA

NoorzayGeo provided Quality Assurance Management for thje City of Hesperia on the I-15 and Ranchero Road Interchange Project. This project consisted of a bridge at Ranchero Road over the I-15 freeway in Hesperia, CA. The Noorzay team supervised the Quality Assurance Materials Testing and Inspection services in accordance with the Caltrans construction manual as well as the project special provisions. Administered and oversaw the hot mix asphalt QC/QA program including the coordination and verification of the contractors QC laboratory testing. Served as QA Project Manager for this project and his daily responsibilities included reviewing daily reports, presenting lab and field test data, and offering technical guidance. Prepared the invoices using the SANBAG templates and categorizes and files all test data. Performed review and acceptance of hot-mix asphalt (HMA) mix designs, material submittals including JPCP and PCC mix design submittals, and Quality Control plans provided by others. This project went through multiple audits by Caltrans and met Caltrans expectations for each audit.

Docusign Envelope ID: 36001FB7-315A-4198-AFFD-EB51ABDB8A34

ONWARD ENGINEERING
design smarter. build better.
300 South Harbor Boulevard
Suite 814, Anaheim, CA 92805
www.oe-eng.com

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPECTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION ON-CALL PROFESSIONAL SERVICES

FOR THE CITY OF

GARDENA

ON-CALL CONSTRUCTION MANAGEMENT & INSPECTION SERVICES

Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778

Attn: Kevin Kwak,
Assistant Public Works Director
kkwak@cityofgardena.org.

Docusign Envelope ID: 36001FB7-315A-4198-AFFD-EB51ABDB8A34

300 S. Harbor Blvd., Suite 814
Anaheim, CA 92805
(714) 533.3050 I www.oe-eng.com

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director
kkwak@cityofgardena.org.

June 13th, 2024

SUBJECT: GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPECTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION ON-CALL PROFESSIONAL SERVICES

Onward Engineering (OE) is pleased to submit this proposal to provide **Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture and Landscape Architecture, Geotechnical Engineering/Geology and Material Testing, and Staff Augmentation On-Call Professional Services** for the City of Gardena. Our team of experienced Construction Managers and Inspectors is dedicated to delivering exceptional results while minimizing disruptions to the community.

We understand that effective construction management requires more than technical expertise; it requires a commitment to the human element of every project. Our approach prioritizes clear communication, community engagement, and transparency. We utilize advanced outreach tools to keep stakeholders informed and involved, ensuring that the impact on the community is always considered and addressed.

In addition to our commitment to communication and outreach, we leverage Orange Vest, our proprietary construction documentation tool. This innovative tool allows us to document work in real-time, providing comprehensive and transparent updates on project progress. Orange Vest enhances our ability to manage construction activities efficiently and ensures that all project documentation is accurate and up-to-date.

I would like to thank the City of Gardena for the opportunity to submit our proposal. **I will be the officer authorized to bind OE to this Contract. This proposal shall remain valid for a period of not less than (120) days from the date of submittal.** If you have any questions or would like any additional information, please feel free to contact me at: (714) 533-3050, or by email at: mataya@oe-eng.com.

No addenda has been distributed for this proposal.

OE has read, understands, and agrees with the City's Services Agreement, with no exceptions taken.

OE understands, can and will comply with the City's insurance requirements.

We thank you for the opportunity to serve the City of Gardena.

Thank you,

Majdi Ataya

Majdi Ataya, PE
President, Onward Engineering

Docusign Envelope ID: 36001FB7-315A-4198-AFFD-EB51ABDB8A34

2 FIRM QUALIFICATIONS & EXPERIENCE/SIMILAR PROJECTS

FIRM'S GENERAL INFORMATION

LEGAL NAME & ADDRESS

Onward Engineering
300 S. Harbor Blvd.
Suite 814, Anaheim, CA 92805
(714) 533.3050 | mataya@oe-eng.com

FIRM DETAILS

California Secretary of State business entity number: C2640309



PROFESSIONAL SERVICES

DESIGN Engineering
PROJECT Management
CONSTRUCTION Management
STAFF Augmentation
PLAN Check
CONSTRUCTION Inspection
SURVEYING

FIRM HISTORY

Incorporated Year **2004** as a "**C**" Corporation in the state of CA. **20** Years in business **34** Employees

MISSION STATEMENT

At Onward Engineering (OE), our mission is to set a new standard of excellence in consulting services for our clients, ultimately enhancing the quality of life in the communities we serve.

EXECUTIVE SUMMARY

1. Human Element:
At OE, we understand that successful construction management goes beyond technical execution. It requires a deep commitment to the human element of every project. We prioritize clear and open communication with all stakeholders, ensuring that the community's needs and concerns are addressed. Our strategies are designed to minimize disruptions and maintain a positive impact on the community throughout the construction process.

2. Advanced Outreach Tools:
Effective communication is at the heart of our project management philosophy. We utilize a range of advanced outreach tools to keep stakeholders informed and engaged. Our methods include regular updates, enhanced public notices, community meetings, and a customized telephone hotline. These tools ensure that all parties are aware of project progress and can voice their concerns or suggestions, fostering a collaborative and inclusive project environment.

3. Orange Vest for Real-Time Documentation:
OE leverages Orange Vest, our proprietary construction documentation tool, to enhance transparency, accuracy, and efficiency. Orange Vest allows us to document work in real-time, providing comprehensive updates on project progress. This tool ensures that all construction activities are meticulously tracked, and all documentation is up-to-date, facilitating seamless project management and accountability.

4. Experienced Team:
Our team of experienced Construction Managers and Inspectors brings a wealth of knowledge and expertise to every project. We are well-equipped to handle a variety of construction management and inspection tasks, ensuring that each project is executed with the highest standards of quality and professionalism. Our collaborative approach and strong team dynamic enable us to deliver projects that meet and exceed the City of Gardena's expectations.

Onward Engineering is dedicated to providing exceptional construction management and inspection services that prioritize the needs of the community, leverage advanced technology, and deliver high-quality results. We look forward to the opportunity to partner with the City of Gardena and contribute to the success of your public works projects.

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CM & INSPECTION SCOPE OF WORK

PHASE 1 PRE-CONSTRUCTION

TASKS	DELIVERABLES
CONSTRUCTABILITY REVIEW	• Review/Recommendations • Comments in Writing • Meeting with DE & PM
RFI COORDINATION	• RFI Response Log
BID AWARD SUPPORT	• Bid Analysis
MEETINGS	• Meeting Minutes • Meeting Agenda • Look-Ahead Schedule Review
SUBMITTAL REVIEW	• Submittal Log • Stamped Submittals • Recommendations

PROJECT FILES

Available to the City Project Manager via either City CMIS, or OE's box ENTERPRISE

DCRs & RFIs
Correspondence/Submittals
CCOs & Progress Reports
Lab & Field Test Reports
Materials Delivery Tickets
Compliance Certification
Progress Reports & Photos
Meeting Minutes
Guarantees & Certifications
Affidavits, Leases & Easements

JOB CONTROL DOCUMENTS

Project Schedule & Bid Schedule
Bi-Montly Status Reports
Weekly Statement of Working Days
Construction Change Orders
Monthly Construction Payments
Certified Payroll Records
Labor Compliance Documents

PHASE 2 CONSTRUCTION

TASKS	DELIVERABLES
PROJECT SUMMARY	• Overview of Completed Work • Photos • Upcoming Work • Closures & Restrictions
SCHEDULE REVIEW & TRACKING	• Construction Schedule Updates
PUBLIC OUTREACH	• Mailer Resident Notifications • Community Coordination Files • Discussion Notes & Dates • Web Page Updates/Changes
CONSTRUCTION INSPECTION	• Review & File Daily Reports • Weekly Working Day Statement Reports • Daily Photo Diary raw image files & video (digital)
TRAFFIC CONTROL	• Traffic Control Notes • Signing & Striping Inspection • Traffic COntrol Plans Review
JOB SAFETY COMPLIANCE	• Safety Infraction Reports
CHANGE ORDERS	• Change Order Notes • Change Order Recommendations • Verify Accurate Records/Quantities • Verify Records Back-Up
LABOR COMPLIANCE	• Contractor Certified Payroll Records • CM Payroll Review Notes • Employee Interview Forms • Employee Interview Reports
GEOTECHNICAL/ MATERIALS TESTING	• Testing Reports & Tracking Log review comments/recommendations
WATER QUALITY SWPPP & BMP'S	• Weekly Work Reports
CONSTRUCTION DOCUMENTATION	see job control documents & project records)
SURVEY MONUMNETS	• Manage/Track/Report Survey • Monument Documentation

PHASE 3 POST-CONSTRUCTION

TASKS	DELIVERABLES
FINAL WALK-THROUGH & INSPECTION	• Certify Completion Recommendations
AS-BUILT PLANS	• IOR Red-Lines • Contractor Red-Lines • CM Coordinated Records • Final As-Built Documentation
PUNCH LISTS	• Preliminary Punch List • Final Punch List
NON-COMPLIANCE ITEMS	• Non-Compliance Notes
COMPLETION RECOMMENDATIONS	• Completion Recommendations • Final Report of Completion
FINAL PAYMENT REQUESTS	• Final Payment Recommendations • CM Payroll Review Notes • Employee Interview Forms • Employee Interview Reports
CONSTRUCTION DOCUMENTATION	• Final Project Files (per LAPM) • Final Project Report • As-Built Drawings • Digital Set of Drawings • Construction Files
SUBMIT PROJECT FILES	

ONWARD ENGINEERING
design smarter. build better.

CM & INSPECTION QA/QC

QUALITY ASSURANCE AND QUALITY CONTROL (QA/QC) FOR CONSTRUCTION MANAGEMENT AND INSPECTION

1. Our Construction Managers (CMs) and Inspectors diligently review the contractor's weekly and daily schedules before work begins each day. We closely coordinate with the contractor to establish a clear understanding of critical activities and the work to be inspected.
2. We meticulously track submittals, tests performed, samples taken, non-compliance reports, and inspection/testing associated with non-compliant work through detailed reports.
3. We provide thorough quality assurance and inspections to ensure that all work meets the required standards and regulations.
4. We actively monitor the contractor's Quality Control Program to maintain high standards throughout the project.

With our extensive experience in Construction Management and Inspection, we recognize that a robust QA/QC plan, implemented from the project's onset, is key to success. At **OE**, we follow a comprehensive QA/QC manual that clearly defines roles, responsibilities, expectations, review requirements, and quality standards for all documents and procedures within our organization.

Our team's expertise, honed through numerous public works construction projects in Southern California, helps keep our projects on track.

We understand the importance of comprehending the entire project timeline, from start to finish, and we excel in creating CPM schedules and managing monthly updates with the responsible agencies.

GOALS FOR PROACTIVELY MANAGING PROJECT CONTROLS

1. Equip construction teams with the tools and documents needed to accurately estimate, plan, and monitor work, ensuring alignment with the project's cost, schedule, quantities, and performance targets.
2. Identify opportunities and potential risks early to minimize or avoid impacts on cost, schedule, quantities, and performance. Our primary focus is on the early detection of opportunities or risks, followed by the implementation of alternative solutions to quickly address any issues.
3. Implement control tools and documents to support Change Management processes and the preparation/review of change orders for approval. Our Change Management Control system provides early warning and approval control for deviations in engineering costs, material and equipment costs, and construction activities across all phases.
4. Enhance communication to give the City long-term visibility, enabling proactive and informed decision-making.

Our Construction Managers will hold regular meetings with the contractor to discuss the schedule's status and identify potential roadblocks or challenges. They will promptly review each monthly update and provide feedback or acceptance upon receiving the contractor's submittal. At the start of every project, we tailor the QA/QC program and work plan to meet the project's specific needs.

Onward Engineering's approach to project controls involves conscious planning and execution of the work, along with continuous monitoring of cost, schedule, quantities, and performance, to achieve estimating, cost control, and scheduling objectives.

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ORANGE VEST APPLICATION

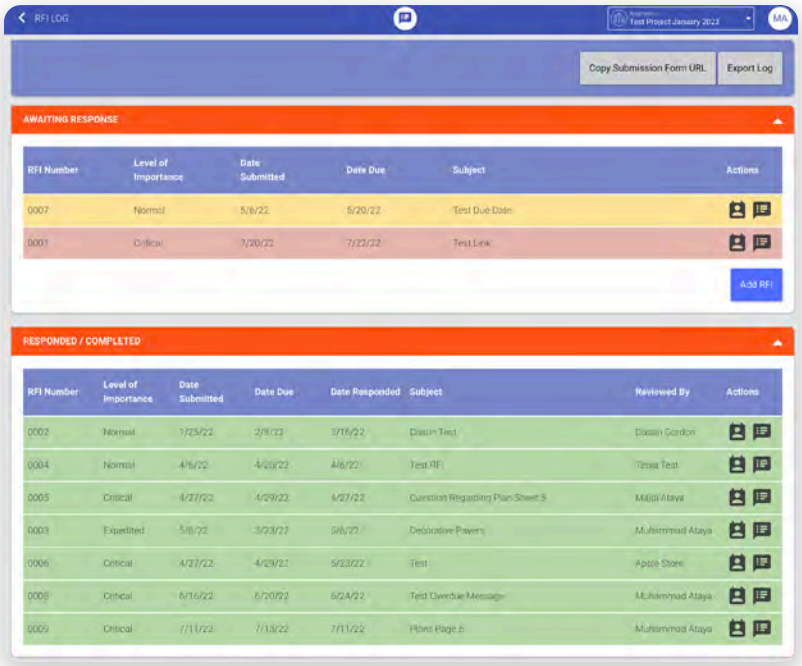
ORANGE VEST© is a proprietary tool (**web application and iOS application**) which streamlines and organizes construction documents, built with the inspection team in mind. Orange Vest allows the CM and Inspector to document work in real-time, and to have field quantities, materials, labor, and equipment automatically update Quantity Sheets, Earned Value Charts, Cost Over Time Charts, Quantity Over Time Charts, and Percent Complete Over Time Charts. It also allows the team to proactively monitor bid items that are nearing **75%** complete and keep track of any overages. The **ORANGE VEST©** application allows users to generate Field Notifications (Incident Reports), manage Punch-Lists, automatically generate Weekly Statement of Working Day reports, manage Potential Change Orders, Unit Price Change Orders, and Contract Change Orders. On the Construction Management side, it allows users to review and approve/reject submittals and respond to RFIs.

The value of this tool is unprecedented. It took our team over 4 years to develop, and it includes input from former County, District, and Public Works Professionals and Supervising Inspectors.

The following showcases further details, features and usages of this tool:

RFI MODULE

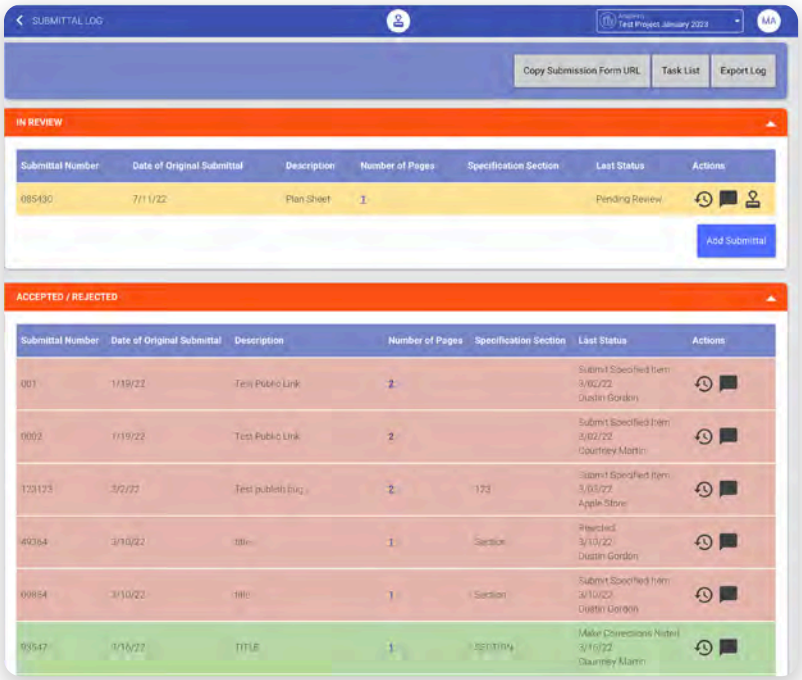
Requests for information (RFI) –Throughout all phases of a project, questions come up. In the past, the questions would be fragmented across platforms. Some via email, some hard copy, some scanned, some via text, some over the phone. The RFI module allows you to centralize these requests and to respond to them directly. A user can submit an RFI, either as a user of the app or via a public link for each project. They also mark that RFI as Normal, Expedited, or Critical. They can also attach a PDF to that RFI if needed. Once it is submitted, the Construction and Project Manager is notified via email that an RFI has been submitted, they can respond right away, and the response will be sent directly to the original party that submitted the RFI. The system will also prioritize alerts to the PM/CM so that they address expedited and critical RFIs first. Anytime a change is made to an RFI, the program automatically makes a PDF that includes the RFI information, when an answer is added, that PDF is updated to include the answer. The system also auto-generates a PDF log of the RFIs.



SUBMITTAL MODULE

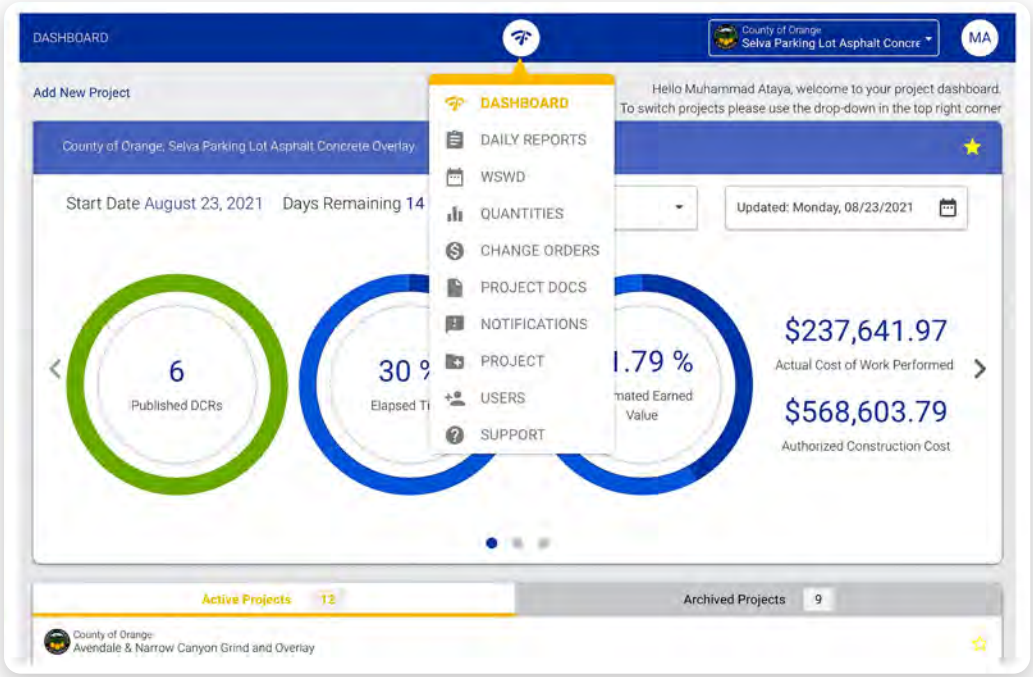
The Submittal Module allows Contractors to submit documentation for the materials and processes that they plan to use during construction. Our Submittal Module allows the Contractor to send in the PDF (via our app or public link). The Contractor can submit that document as a new submittal or as a follow up to a previous submittal (re-submittal). The PM/CM is then notified that

a Submittal is posted for their review. The PM/CM can click the stamp icon and then start marking that pdf up digitally with a full suite of markup tools. When done, the PM/CM selects a status for that Submittal (Approved-No Exceptions Taken, Approved-Make Corrections Noted, Rejected, Rejected-Revise & Resubmit, Rejected-Submit Specified Item). Then a cover page is auto-generated for that marked up document, which includes an entire tracking history for that Submittal as well as a digital stamp with signature. The system also auto-generates a PDF log of Submittals (both pending and reviewed).



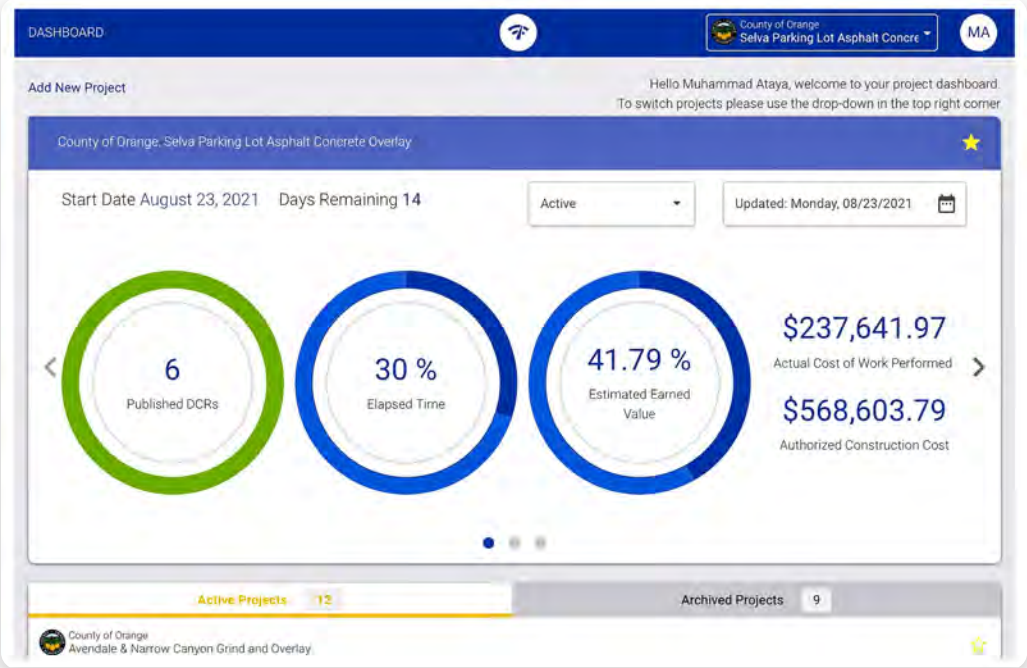
LIST OF FEATURES

View project dashboard, prepare comprehensive daily reports, automatically generate weekly statement of working days, view product quantities to approve progress payments, prepare change order leveraged by real team data, access project files, sign and countersign reports, file field notifications and incident reports, submit and review construction submittals, prepare and respond to requests for information, and more.



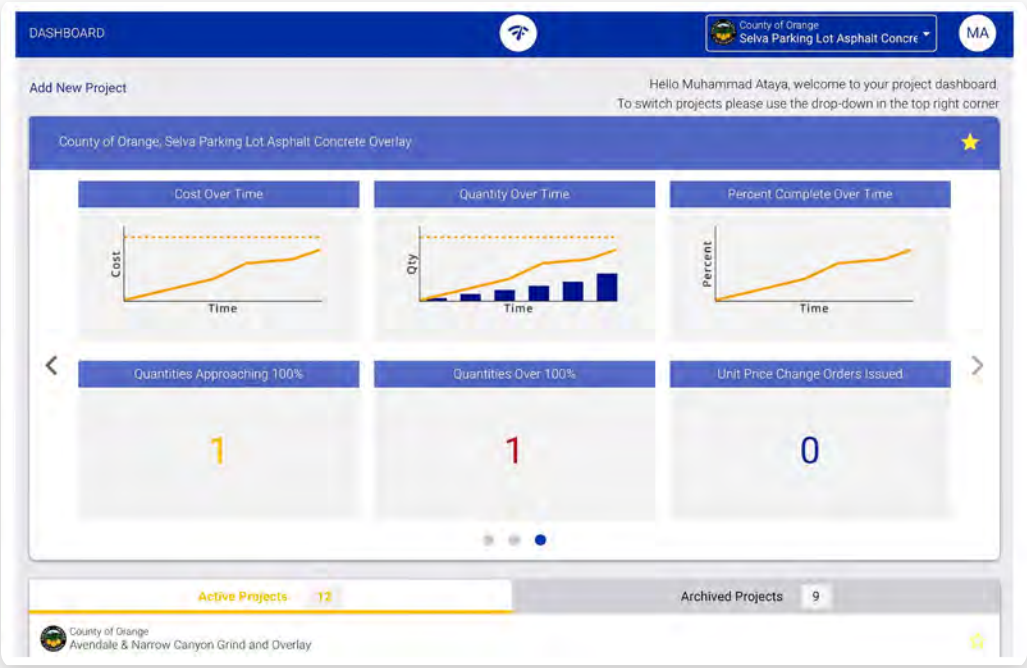
DASHBOARD AT A GLANCE

The project dashboard gives you a quick look at the project's progress, so you know at a glance how many days are remaining, whether or not any daily reports are missing or incomplete, how much time has elapsed, the estimated earned value (automatically updated with each published daily report), the weather forecast that includes an hour-by-hour breakdown, and charting tools to dive deeper on the project's numbers.



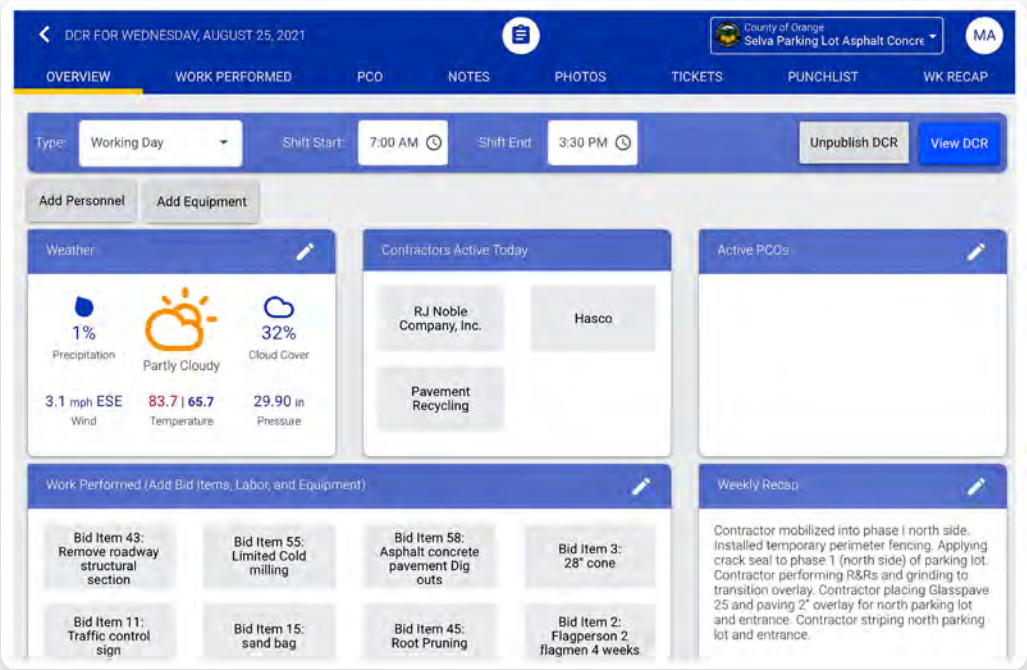
DASHBOARD: IN-DEPTH

The project dashboard has three charts currently available: cost over time, which can be viewed for the project as a whole, or specifically for up to 3 bid items at a time; the quantity over time chart, showing both the cumulative & the day/week/month totals for the project as a whole or as individual bid items; the percent complete over time chart, which can be viewed for the project or for individual bid items (up to 3 at a time).



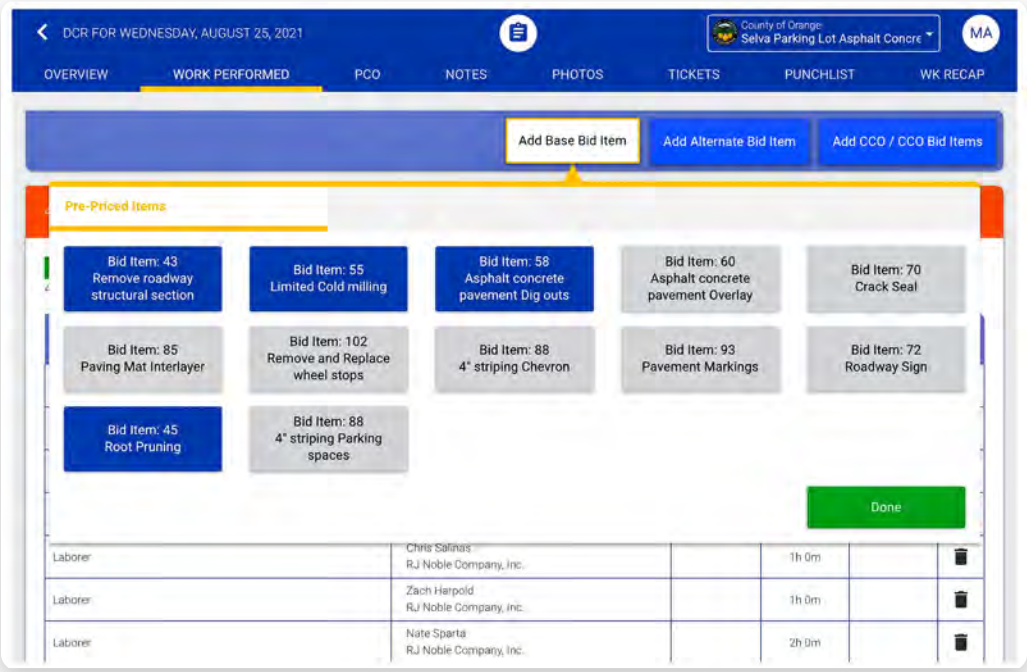
DAILY REPORTING

The daily report is the brains of the application. We built our app with the inspector in mind, as the inspector is the eyes and ears of the project. The daily report dashboard gives the inspector his daily information at a glance. The top bar allows the inspector to jump into work performed (to track labor, equipment, and quantities completed), PCO (potential change orders), notes, tickets, punch list, and weekly recap.



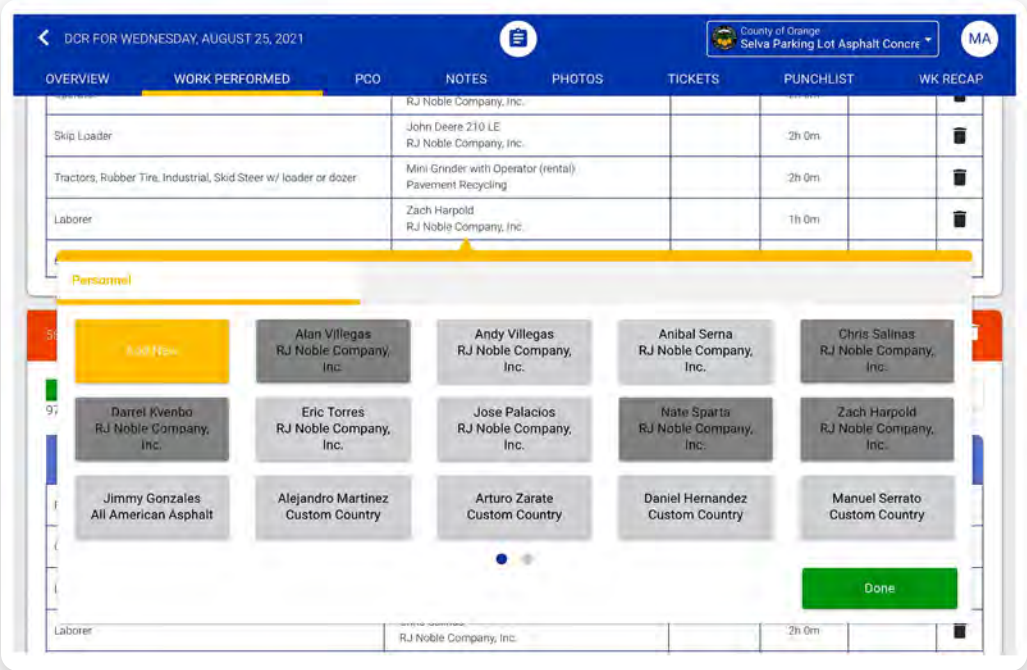
BID ITEMIZATION

Adding a bid item is easy, and it takes all the guess work out of it. No more typos or inaccurate bid items. These are pulled directly from the bid sheet which is uploaded to the system as a CSV file (or manually input). Once a bid item is in, you are ready to add labor and equipment hours to it, or to add quantities performed that day.



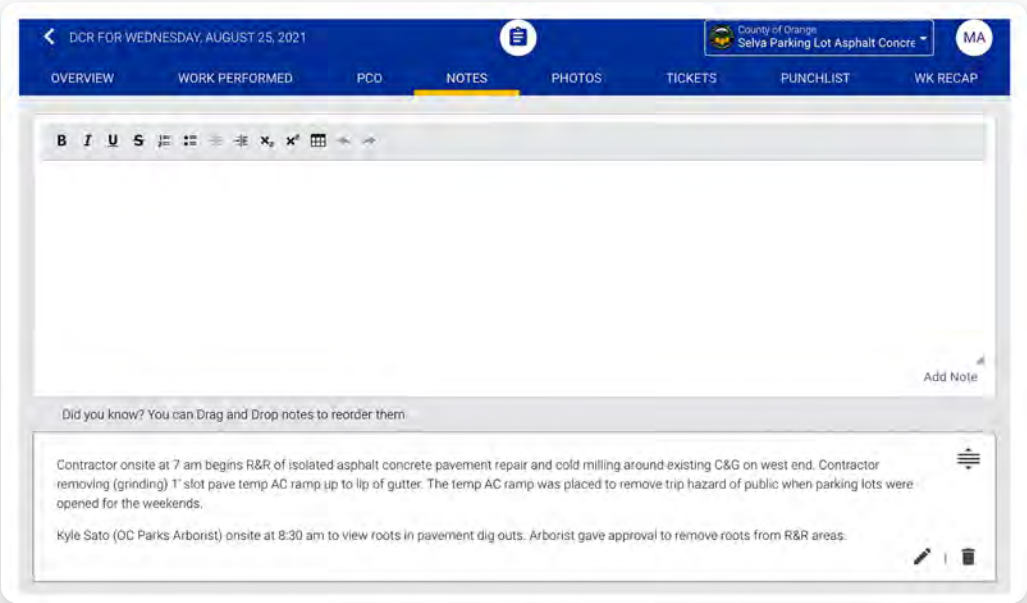
PROJECT CLASSIFICATIONS

Once you add a bid item, assigning labor and equipment is a breeze. Just select the classification, and the system will filter only the personnel and equipment that fit that classification. You only need to type out the name and description once, and it is available throughout the project. If you prefer to put the name and description first, you can do that and the system will show you a list of classifications assigned to that person and equipment.



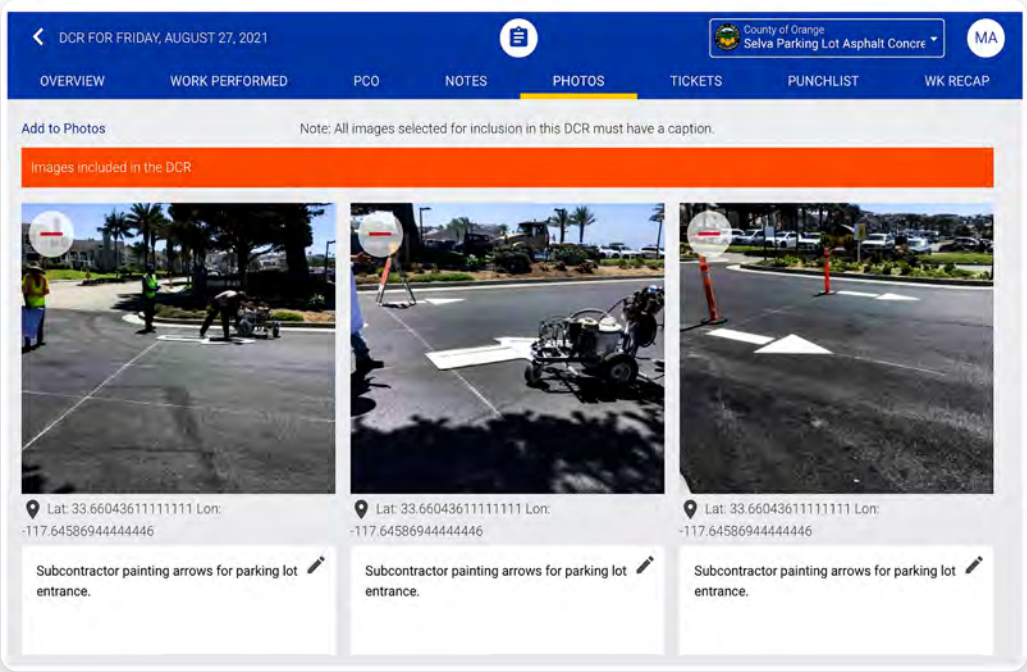
NOTES

Notes are easy to input. They can be formatted & rearranged. You can use voice text to dictate your notes when you are in a rush. Then you can edit those notes later if needed. You can also assign notes specifically to a bid item, or you can type them out as general notes.



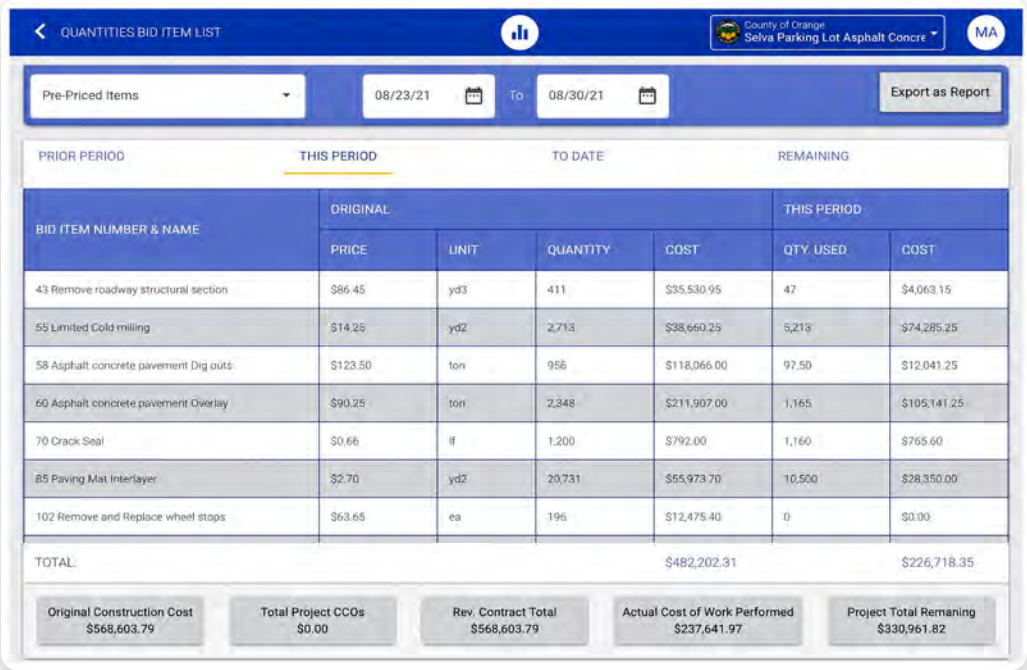
PHOTOS MANAGEMENT

Photos can be easily snapped from within the app, or uploaded from the photo library. Add photos, caption them, and rearrange to tell a visual story. No more fumbling to format or organize photos. Let ORANGE VEST© do it for you. Also, the system captures as many photos as you take. You can take 30 photos and only include 8 in the daily report, and the 22 that are not included will automatically be saved as separate image files.



QUANTITY MODULE

The quantity module shows you the quantities for any period of time. You can view the quantities for the “prior period”, “to date:”, or “remaining”. Tapping the bid item provides a drop-down menu showing the breakdown of that bid item.



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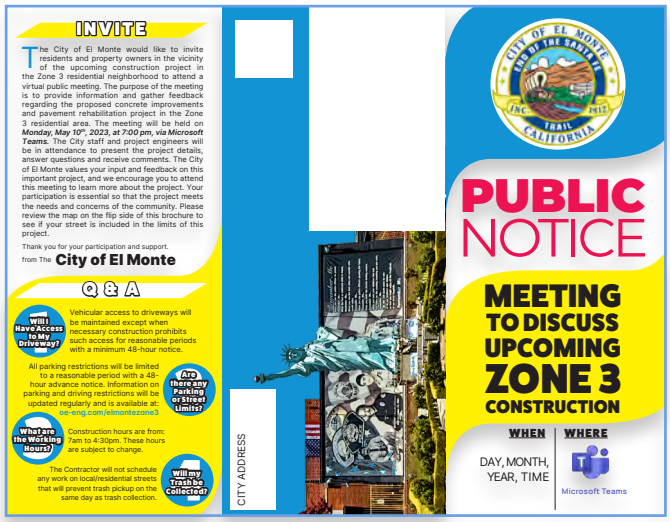
PUBLIC OUTREACH

At OE, we believe that effective public outreach is at the heart of every successful capital improvement project. It's not just about construction; it's about people and communities. We know that keeping everyone informed, engaged, and supportive makes a world of difference. Minimizing disruptions, gaining public support, and maintaining a positive image throughout the project are crucial. That's why we place a strong emphasis on public outreach. By sharing project information with those affected, we build trust and open lines of communication. This approach leads to fewer complaints, safer work environments, and a smoother construction process.

We understand the value of making the community feel involved and respected. Through proactive outreach, we turn potential challenges into opportunities for collaboration and understanding. It's about fostering a positive experience for everyone involved and bringing the human element of our projects to life.

PUBLIC NOTICES

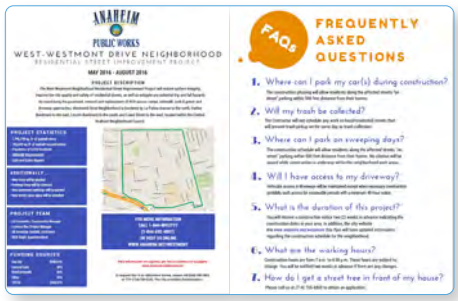
At OE, we take pride in crafting and designing public notices (PDFs) with essential project information and updates for affected stakeholders. We handle this task on behalf of the City, ensuring that the community remains informed. Contractors' notices are often bland and hard to read or understand. In contrast, our notices are crafted to be clear, engaging, and informative, making sure affected stakeholders are aware of all the project details. These notices provide accessible information, helping residents stay informed about any driving or parking restrictions and other important updates. By making the community excited about the project's outcomes, we foster a sense of involvement and cooperation, making the construction process smoother for everyone.



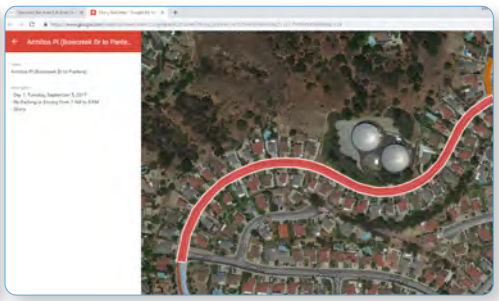


INFORMATIVE WEB PAGES

At Onward Engineering, we design and maintain informative web pages hosted on a separate sub-domain linked directly to the City's website. This approach allows us to efficiently produce and update all public notices (PDFs), project information, updates, and dynamic maps without burdening City resources. Our web pages feature enhanced public notices prepared for the contractor on behalf of the City. These notices are crafted to be clear, engaging, and easy to understand, ensuring residents are well-informed about the project. The web pages provide a convenient way for residents to access important information, follow driving or parking restrictions, and stay updated on the project's progress. By making information readily accessible, we help the community stay involved and excited about the project's outcomes.







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TELEPHONE HOTLINE

Onward Engineering provides the City with a dedicated telephone hotline for the entire project lifecycle. This hotline allows for easy tracking, generation, and saving of call logs, including caller information, time of call, and voice-mail. When callers use the hotline, they are greeted by a brief pre-recorded introduction followed by a vocalized menu offering helpful project information such as street closures, parking restrictions, and schedule changes. Callers also have the option to be routed to a specific staff member for more detailed assistance. Our hotline system is customizable and works seamlessly even if different phases of the project are handled by various consultants, as the contact person can be updated as needed. This system reduces headaches for the City and provides peace of mind to the community, ensuring that they can voice their concerns and obtain information with a simple phone call.

DYNAMIC MAPS

At **OE**, we have the tools and expertise to create interactive and dynamic maps that keep the public informed. Stakeholders can access these maps online to get real-time updates on detours, phasing, temporary parking, street closures, and general project limits. Our Construction Managers communicate changes to the schedule in real-time, allowing us to update the site before the contractor even leaves for the day. We manage and update the site and its content in real-time, in accordance with City requirements. This approach provides the City with convenient, easy-to-access content for oversight and allows for the effective dissemination of valuable information to the community. Our dynamic maps ensure that everyone stays informed and up-to-date on all aspects of the project.



To view project pages and map, please visit:
www.oe-eng.com/dbarea5

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3 KEY PERSONNEL & EXPERIENCE/ORGANIZATION CHART

QA/QC MANAGER

MAJDI ATAYA - PE



BS: Civil Engineering, CSULB, 1981
MPA: Full Coursework, CSULB, 1993
PE: Professional Engineer **#39392**
CITY OF LA HABRA:
PRESIDENT & CEO (former) Deputy Director of Public Works
(former) City Engineer

VP & OPERATIONS MANAGER

MUHAMMAD ATAYA - MPA



BS: Political Science, CSULB, 2008
MPA: Public Administration, CSULB, 2010
CERTIFICATE: Construction Management, UCLA

CONSTRUCTION MANAGERS

DELFINO "CHINO" CONSUNJI - PE



BS: Civil Engineering
PE: Professional Engineer, **#57908**
Former City Engineer/Director of Public Works: Downey, West Covina, Brea, Norwalk

RASHID SYED - MPA



BS: Civil Engineering,
-Hyderabad Polytechnic Institute
BA: Public Administration, CSULB
MPA: Public Administration, CSULB

LUDWIG SMEETS - PE



BS: Civil Engineering, CSULB, 1979
MA: Military Science, A&M, 1990
US ARMY: Command & General Staff College, 1989
PE: Professional Engineer **#37221**
MEMBER: APWA, ASCE, NSPE, SAME

STATEMENT: *Construction Manager assigned to a project will be the day to day contact for the City. Both Management Contact and Construction Manager assigned to a project will not be removed or replaced from that project without the written consent of the City.

CONSTRUCTION INSPECTORS

MICHAEL NGUYEN



AA: Industrial Technology, CalPoly Pomona
60 UNITS: Mechanical Engineering, CalPoly Pomona
16 YEARS: Public Works Inspector, County of Orange

TIMOTHY STANLEY



COURSES: Public Works Inspection, Business Administration & Computer Technology
CALTRANS: CERTIFIED 375: AC Pavement In-Place Density | 201: Sample Preparation | 539: Concrete Sampling | 533: Ball Penetrati

CHRIS BOREN



LEVEL I & II: Public Works Inspector-Calgary
EXPERIENCE: -Capital Improvement Projects - Federal Funding - Caltrans Coordiination -Nuclear Densometer Work

CARLOS LOPEZ



AA: Civil Engineering Technology, LA College
4 YEARS: Supervising Construction Inspector, -County of Orange
16 YEARS: Senior Construction Inspector, -County of Orange

JOE ZAMARRIPA



CERTIFIED: Public Works Inspection, -Santiago Canyon College

JORGE ROQUE



DEGREE: Civil Engineering, Instituto Tecnologico Centro Americano, El Salvador

RUBEN ROCHA



CERTIFIED: -General Construction Inspector -Traffic Signal Inspector -ADA Curb Ramp Inspector, ACI, osha, caltrans & Nuclear Gauge.

JEFF EATON - QSP



3 YEARS: Studies & Computer Science, CSUF, 2004
AS: Construction Management, -Santiago Canyon College
QSP: Qualified Stormwater Practitioner

ROBERT VALLE - QSP, CISEC



QSP: Qualified Stormwater Pollution Prevention Plan Practitioner **#26670**
CISEC: CERTIFIED Inspector: Sediment & Erosion Control **#2075**
30 YEARS: Public Works Inspector, -County of Orange

CHARLES "CHUCK" STAGNER



EXPERIENCE: Bannaoun Engineering, Inc. Chatsworth, California
Uhler Construction, Lake Forest, California
Alliance Street Works, Anaheim, California

MARK LUERA



COURSES: Public Works Interpretation & Estimation, -Citrus College

KEVIN GREEN



BS: Psychology/Sociology/Business -La Sierra University
CERTIFIED: Storm Water Pollution Prevention Plan Radiation Safety

RON OSTENDORF



EXPERIENCE: Caltrans Coordination, Trenching, Traffic Control & Safety Training

ARMANDO R. CASTAÑEDA

AC

CERTIFIED: -Construction Inspection Work-shop, American Public Works Association.
- Public Works Administration, MSA Educa-tional Workshop Series.
- Reinforced Concrete Inspection

Onward Engineering | Design Smarter. Build Better.

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4 SIMILAR PROJECTS/SERVICES

FIRM EXPERIENCE

NORWALK — PHASE 3 LOCAL STREETS REHABILITATION (ZONE 24, 27 & 32)


Majdi Ataya


Ludy Smeets


J. Zamarippa

PROJECT TEAM

OE provided CM and Inspection services to the City of Norwalk on the 3rd Stage of Construction of the Local Streets Rehabilitation Paving Improvements. The work included three separate City projects (No. 7924-Zone 24. No. 7925-Zone 25, and No. 7926-Zone 32). Stage 1 of this project included concrete improvements, and OE provided CM and Inspection services for Zone 32 of that phase. Stage 3 included a variety of pavement rehabilitation methods including full-depth repair, grind and overlay, and slurry seal for Zones 24, 27, and 32. Twenty-one streets with a total of 3.6 centerline miles were included as part of this project. These limits were within the two blocks of Highdale Street between Elaine Avenue and Ibex Avenue which had a PCI rated less than 25 (very poor). The streets were also adjacent to Edmondson Elementary School, requiring careful coordination with the school. The replacement of the deteriorated pavement and accessibility ramps was important to improving the safety of the school zone and extending the useful life of the streets. The rehabilitation work involved street repaving which included curb and gutter repairs, slotted cross gutter replacements and pedestrian accessibility ramps at intersection corners to meet current standards.

- Reference: Raymond Velasco, Principal Civil Engineer, (562)-929-5723 rvelasco@norwalkca.gov, 12700 Norwalk Boulevard, Norwalk, CA 90650

MONTEBELLO — VARIOUS STREETS IMPROVEMENT, FY 2020-21 (CIP NO. 881)


Majdi Ataya


J. Zamarippa

PROJECT TEAM

OE provided construction inspection services to the City of Montebello on this project. There are five street segments included in this project. These five segments are (1) Minson Way, from Sycamore Street to the Cul-Du-Sac; (2) Allston Street, from W. City Limit to W. Olympic Boulevard; (3) Medford Street, from Allston Street to 18th Street; (4) Millis Street, from Kensington Way to Medford Street; and (5) Kensington Way, from Olympic Boulevard to Allston Street. The work included variable grind and ARHM overlay, full reconstruction for heavily deteriorated areas, construction of a concrete alley intersection, and PCC improvements covering cross gutters, sidewalk, curb and gutter, driveway approaches, curb ramps, and brick pavers.

- Reference: Albert Mendoza, PE, Director, 323-887-1200 x469, amendoza@cityofmontebello.com 1600 W Beverly Boulevard, Montebello, CA. 90640

LA MIRADA — ALONDRA BLVD. TRAFFIC SIGNAL/ROADWAY IMPROVEMENT


Majdi Ataya


Muhammad


Mike Nguyen


J. Zamarippa

PROJECT TEAM

OE provided inspection services to the City of La Mirada on this project which covered nearly 1.75 miles of roadway on Alondra Boulevard between Valley View Drive and Mottley Drive. This section of roadway alternates between a 4-lane and 6-lane minor arterial with dedicated left-turn lanes and a center median which alternates between hardscaped median, painted median, and dual-left turn lane. The roadway is located primarily within a residential zone east of Stage Road and a commercial zone to the west. Cerritos College was also located within the project limits. Two railroad crossings intersect the roadway and are located west of Heron Avenue and Phoebe Avenue, respectively. The railroad nearest to Heron Avenue did not appear to be operational. Alondra Boulevard is also utilized by the Orange County Transportation Authority, operating Bus Route 460, with bus stops located along both sides of the roadway. The work entailed traffic signal installations and upgrades, AC pavement reconstruction, cold milling, asphalt rubber hot mix overlay, Type 2 slurry seal, removal and replacement of damaged curb, gutter, cross gutter, sidewalk and curb ramps. Construction also included adjustment of manholes and water valves, traffic signing, striping, markings, and raised pavement markers.

Eric Villagracia, Project Manager, (562) 902-2373, evillagracia@cityoflamirada.org 15515 Phoebe Avenue, La Mirada, CA. 90638

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NORWALK — LOCAL RESIDENTIAL STREETS REHABILITATION, ZONE 19, PHASE II


Majdi Ataya


Chino


Ludy Smeets


Mike Nguyen


Muhammad


Kevin Green

PROJECT TEAM

OE provided design engineering and construction management services on phase 2 for the City of Norwalk's Local Residential Streets Rehabilitation, Zone 19 Project. The pavement management zone limits were bound by Stranstead Avenue to the west, Priscila Street to the north, Shoemaker Avenue to the east, and Rosecrans Avenue to the south, containing approximately 37,500 linear feet (7.1 miles) of local road surface that was slated for rehabilitation. The project was split into two phases: Phase A for concrete work, and Phase B for asphalt work, with the objective of improving the PCI for residential streets, extending the useful roadway life to at least 20 years, improving drainage, upgrading to safer and easier ride quality streets with greater pedestrian access, minimizing future maintenance costs and enhancing aesthetics. The scope called for the development of PS&E to include a total of 94 ADA curb ramps and 8 slotted cross gutters, along with driveway apron construction, utility appurtenance adjustments and relocation, and signing and striping replacement. Also for this project, OE utilized its state-of-the-art high-speed 3D point cloud laser scanner to conduct surveys of approximately 60 existing centerline monuments for preservation.

•Reference : Raymond Velasco, Principal Civil Engineer, (562)-929-5723, rvelasco@norwalkca.gov 12700 Norwalk Boulevard, Norwalk, CA 90650

REDONDO BEACH — INGLEWOOD AVENUE & FLAGLER LANE RESURFACING PROJECT


Majdi Ataya


Muhammad


Ludy Smeets


Tim Stanley

PROJECT TEAM

OE provided Construction Inspection services to the City of Redondo Beach on the Inglewood Avenue and Flagler Lane Resurfacing Projects. The project limits are on Inglewood Avenue between Grant Avenue and 190th Street (3,800 linear feet) and on Flagler Lane from 190th Street to Beryl Street (1,060 linear feet) adjacent to the Dominguez Park and Redondo Beach Dog Park. The project includes asphalt and concrete removals, street resurfacing, driveway and alley approaches, cross gutter and spandrel construction, ADA curb ramp construction, utility adjustment, cross gutter replacement, slot paving, signing and striping, tree removal and installation, seal coating, traffic loop detector installation, and other items per plans and specifications.

•Reference: Daniel Gruezo, Civil Engineer, (310) 318-0661 x2279, daniel.gruezo@redondo.org 415 Diamond Street, Redondo Beach, CA 90277

HERMOSA BEACH — STREET IMPROVEMENTS AT VARIOUS LOCATIONS (CIP 186 & 190)


Majdi Ataya


Muhammad


Ludy Smeets


Tim Stanley

PROJECT TEAM

OE provided Construction Management and Inspection services for Street Improvements at Various Locations through out the City of Hermosa Beach. The purpose of the project was to restore the surface integrity of the streets, improve the ride quality and safety, as well as mitigate any potential hazards by means of pavement resurfacing. The project included 5,135 feet of full depth street repairs, 3,186 tons of grind and overlay rehabilitation, and 38 ADA Ramp upgrades, along with various sidewalk repairs. OE also provided the City with community coordination by means of establishing public accessable online web maps to inform and update the public on the project, as well a the distribution of public notifications.

•Reference: Romany Basilyous, Associate Engineer, 310.318.0263, rbasilyous@hermosabeach.gov 1315 Valley Drive, Hermosa Beach, CA 90254

EL MONTE — MERCED AVENUE LINEAR PARK PROJECT (CIP 003)


Majdi Ataya


Muhammad


Ludy Smeets


Tim Stanley

PROJECT TEAM

OE provided Construction Management and Inspection services to the City of El Monte on the Merced Avenue Linear Park Project, CIP 003, located on Merced Avenue between Garvey Avenue and Towneway Drive. The improvements consisted of constructing a 1.1-acre linear park within the existing roadway to provide traffic calming through lane

reduction, tree planting, seating, picnic areas, play and fitness equipment, sidewalk, planting areas, protective fencing, solar lighting, trash receptacles, bike racks, stormwater retention areas, and all other work as indicated in the construction documents. Replacement of existing 6" and 8" water mainline along the east side of Merced Avenue was also included as part of this project. Additionally, OE provided public outreach support on the project. The Project was funded through the Clean California Grant Funds and Local Funds..

•Reference: Kevin Ko, Project Manager, (626) 580-2250, kko@elmonteca.gov 11333 Valley Boulevard, El Monte, CA 91731

MONTEBELLO — ARROYO DRIVE IMPROVEMENT PROJECT


Majdi Ataya

Muhammad

Ludy Smeets

J. Zamarippa

PROJECT TEAM

OE provided turnkey construction management and inspection services to the City of Montebello on the Arroyo Drive Improvement Project. The project limits are on Arroyo Drive from Astra Drive to Glen Avenue. This project includes pavement rehabilitation (2"-3" grind and overlay), ADA ramp, curb and gutter, and driveway repairs, storm drain improvements, and associated improvements. The budget for this project is $1,239,085 made up of STPL Funds ($1,063,000) Measure R ($146,045) and Prop C ($30,040) funds, and full compliance with all applicable requirements was essential. The project limits on the north side are adjacent to the back-lot of St. Joseph's Salesian Youth Retreat Center and Don Bosco Technical Institute. Coordination for parking access was vital. The Astra Drive neighborhood (cul-de-sac) and Potrero Heights Park and Community & Senior Center at the west end of the project limits also required coordination, since the parking lot and residential neighborhoods can only be accessed from Arroyo Drive.

•Reference: Albert Mendoza, PE, Deputy Director of Public Works, 323-887-1200 x469, amendoza@cityofmontebello.com 1600 W Beverly Boulevard, Montebello, CA. 90640

EL MONTE — SANTA ANITA ACTIVE TRANSPORTATION PROGRAM, CYCLE 5 ATP,PHASE I, II, & III


Majdi Ataya

Muhammad

Ludy Smeets

Kevin Green

PROJECT TEAM

OE provided Construction Management and inspection services for the City of El Monte on the Santa Anita Active Transportation Program, Cycle 5 ATP Project. The purpose of this project was to improve safety for roadway users and to improve conditions for non-motorized modes of travel, thereby promoting pedestrian cycle and transit use. In doing so, the intent was to improve neighborhood connectivity and livability, and to enhance the comfort of non-motorized users traveling to and from the El Monte Transit Center and Downtown El Monte. The work entailed roadway rehabilitation, parkway improvements that involved 51 ADA curb ramps, 4,000 square feet of sidewalk, and 200 linear feet of curb and gutter, and upgrades to video detection and traffic signals at 7 intersections, along with wayfinding sign and bike rack installation at various intersections. The project was split into 3 phases. Phase I involved class II bike lane installation along 0.53 miles at Santa Anita Avenue, from Tyler Avenue to Lower Azusa Road; Phase II had pavement, curb and ramp upgrades at Tyler Avenue, from Ramona Boulevard to Santa Anita Boulevard for .97 miles; and Phase III entailed pavement, curb and ramp upgrades located at Ramona Boulevard, from Santa Anita Avenue to Tyler Avenue for .36 miles..

•Reference: John Rico, Associate Engineer, jrico@elmonteca.gov, (626) 580-2058 11333 Valley Boulevard, El Monte, CA 91731-3293

VILLA PARK — STREET REHABILITATION PROJECT & SANTIAGO BOULEVARD REHABILITATION


Majdi Ataya

Muhammad

Ludy Smeets

J. Zamarippa

PROJECT TEAM

OE provided the City of Villa Park with full construction management and inspection services for the FY 19/20 Street Rehabilitation Project and Santiago Boulevard Rehabilitation Project. The project limits included various residential streets north of Taft Avenue as well as a 1.2 mile stretch of Santiago Boulevard from Sycamore Street to North Wanda Road. The project entailed both variable and full-width AC cold milling (depending on the location), and ARHM overlay, digouts for AC sections found to be in poor condition, removal and reconstruction of PCC standard curb and gutters and rolled curbs, drainage improvements, adjusting existing manholes and water valves to grade compliance, re-establishment of existing monuments, as well as striping and detector loop replacement.

•Reference: Akram Hindiyeh, City Engineer, (714) 998-1500, ahindiyeh@villapark.org 17855 Santiago Blvd., Villa Park, CA. 92861

MANHATTAN BEACH — CYCLE 1 WATER MAIN INFRASTRUCTURE IMPROVEMENT PROJECT


Majdi Ataya


Muhammad


Tim Stanley

PROJECT TEAM

OE provided Construction Inspection services to the City of Manhattan Beach on the Cycle 1 Water Infrastructure Improvement Project that included the excavation and installation of over 3200 linear feet of 6-inch and 8-inch Ductile Iron Pipe, water valves, curb to curb pavement rehabilitation, ADA compliant curb ramp replacements, all appurtenant work, and 19 valves at the following 6 locations in the City, with all but Manhattan Beach Blvd. requiring street resurfacing for the entire width of the roadway: 12th Street, from Meadows Avenue to Peck Avenue; 23rd Street, from Redondo Avenue to Herrin Avenue; Manhattan Beach Boulevard, from Pacific Avenue to Sepulveda Boulevard; 17th Street, from Meadows Avenue to Rowell Avenue; 22nd Street, from Redondo Avenue to Herrin Avenue; and Herrin Avenue, from 22nd Street to 23rd Street. The project presented unique challenges in coordinating traffic control, work hours, and minimizing the impact to Meadows Elementary School. Portions with deficient fire flow capacity were selected based on pipe size and locations containing severe operations and maintenance issues in order to resolve fire flow and residual pressure, and to minimize potential for negative impacts to public health, the environment, and the number of residents impacted by main breaks, and allowing for more isolated main shutdown during emergency repairs. This project had a 220 working day schedule.

- Reference: Tim Birthisel, PE, Senior Civil Engineer, (310) 802-5368, tbirthisel@citymb.info, 3621 Bell Avenue, Manhattan Beach, CA. 90266

BREA — STEEL DRIVE & PLEASANT HILLS WATER IMPROVEMENTS


Majdi Ataya


Muhammad


Ludy Smeets

PROJECT TEAM

OE provided full construction management and inspection services to the City of Brea on the Steele Drive and Pleasant Hills Water Improvements Project. The project limits were on residential streets within the Steele Drive and Pleasant Hills tracts. The scope of construction entailed replacing approximately 11,840 linear feet of existing water mains with PVC C900 and rehabilitation of the street. The Project also included the removal and replacement of existing damaged sidewalk, concrete curb and gutter, curb ramps and AC pavement, along with the adjustment of existing utilities facilities to grade, construction survey, survey monument restoration, traffic signage and striping, temporary traffic control, and other miscellaneous improvements.

- Reference: Raymond Contreras, Project Manager, raymondc@ci.brea.ca.us, (714) 990-7763, 1 Civic and Cultural Center, Brea, CA 92821

BREA — MOORPARK DRIVE WATER IMPROVEMENTS


Majdi Ataya


Muhammad


Ludy Smeets

PROJECT TEAM

OE provided full construction management and inspection services to the City of Brea on the Moorpark Drive Water Improvements Project. The project limits were on Moorpark Drive from Brittany Lane to Larkstone Lane. The work entailed abandoning the existing waterline and installing a new C900 water line. In addition, the street was rehabilitated with slurry seal at the end of the project..

- Reference: Raymond Contreras, Project Manager, raymondc@ci.brea.ca.us, (714) 990-7763, 1 Civic and Cultural Center, Brea, CA 92821

GLENDORA — RESIDENTIAL STREET IMPROVEMENTS & WATER MAIN INSTALLATION PROJECT


Majdi Ataya


Muhammad


Chino


Mike Nguyen

PROJECT TEAM

OE provided Construction Management and Inspection services to the City of Glendora on the Mauna Loa Avenue Water Main Installation and Street Improvements Project. This project consisted of installing 6,400 LF of new 8-in. water main and 194,000 SF of street improvements that included pavement rehabilitation of grind and overlay, concrete sidewalk repairs, curb and gutter repairs, repairing 11 ADA non-compliant curb ramps, traffic signal loop replacement, signing, and striping for a total of 100 working days. The project was located along 3 streets off Glendora Avenue-Mauna Loa Avenue, Duell Street, and Linfield Street, as well as Minnesota Avenue. .

- Reference: Michael Mai, Associate Civil Engineer, (626) 914-8217, mmai@cityofglendora.org, 116 E. Foothill Boulevard, Glendora, CA 91741

RANCHO CUCAMONGA — UPGRADE LEFT TURN PHASES FLASHING YELLOW ARROW SIGNAL - 7 LOCATIONS


Majdi Ataya


Ludy Smeets


Chris Boren

PROJECT TEAM

OE provided inspection services for the City of Rancho Cucamonga that entailed removing and replacing the existing left turn signal to flashing yellow arrow at 7 locations (4 on Day Creek Blvd. and 3 on Base Line Rd.) as well as modifying existing medians at Base Line and Spruce (westbound left), Day Creek and Victoria Park (northbound and southbound left), and Day Creek and Silverberry (northbound and southbound left). The median modifications include 4' shifts to increase and improve sight distance. This project also included replacing the controller, and minor paving and striping.

•Reference: Romeo David, PE, Civil Engineer, romeo.david@cityofrc.us, (909) 477-2740 x4070, 10500 Civic Center Dr., Rancho Cucamonga, CA 91729

LA MIRADA — PHASE 6B RESIDENTIAL STREET REHABILITATION PROJECT


Majdi Ataya


J. Zamarippa

PROJECT TEAM

OE provided construction inspection services on phase 6B of this Residential Street Rehabilitation Project for the City of La Mirada. The project covered the residential area north of Biola University, bound by Biola Avenue to the west and La Mirada Boulevard to the east, and by Imperial Highway to the north. The work entailed AC pavement reconstruction, cold milling, asphalt rubber hot mix overlay, Type 2 slurry seal, removal and replacement of damaged curb, gutter, cross gutter, sidewalk and curb ramps. Construction also included adjustment of manholes and water valves, traffic signing, striping, markings.

Eric Villagracia, Project Manager, (562) 902-2373, evillagracia@cityoflamirada.org 15515 Phoebe Avenue, La Mirada, CA. 90638

LAGUNA BEACH — BAJA ST. RETAINING WALL & ZONES 2 & 3 STREET CONCRETE REHABILITATION


Majdi Ataya


Ludy Smeets


Mike Nguyen


Muhammad

PROJECT TEAM

OE provided construction management and inspection services on this project in the City of Laguna Beach. The Baja Street Retaining Wall Replacement was a project adjacent to 870 Baja Street. The work entailed constructing a shotcrete concrete wall with soil nails in front of a failing CMU retaining wall which supported a slope on private property. As for the Zones 2 & 3 Street Concrete Rehabilitation Project, it was a sidewalk repair project which included various locations in Zones 2 and 3. The sidewalk repairs covered 9,000 square feet and the work also covered spandrel repairs, curb and gutter, and cross gutter removal and replacement.

•Reference: Alpha Santos-Guinto, Public Works Technician, (949) 497-0729, asantos@lagunabeachcity.net, 505 Forest Avenue,, Laguna Beach, CA 92651

RIALTO — RIALTO CEMETARY PROJECT


Majdi Ataya


Ludy Smeets


Mike Nguyen


Muhammad

PROJECT TEAM

OE provided construction management and inspection services to the City of Rialto on the Rialto Cemetary Project. The purpose of the project was to perform value engineering on a catch basin, drain line, and curb and gutters to improve drainage for the project, and adding additional sidewalk repairs for ADA compliance. Time was spent for the preparation, administration, inspection, and negotiation for Change Orders #01 and #02. Further services provided included engineering support, and negotiating with the Contractor for a fair cost and to bring value for the City to amend deficiencies noted during construction without impacting the overall construction schedule and to achieve cost savings for the City.

•Reference: Rudy Victorio, Assistant Civil Engineer, (909) 820-2532, rvictorio@rialtoca.gov, 150 S. Palm Avenue,, Rialto, CA 92376

Docusign Envelope ID: 36001FB7-315A-4198-AFFD-EB51ABDB8A34

5 REFERENCES

CONSTRUCTION MANAGEMENT & INSPECTION

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Principal Civil Engineer

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rvelasco@norwalkca.gov
12700 Norwalk Boulevard
Norwalk, CA 90650

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116 E. Foothill Boulevard
Glendora, CA 91741

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(714) 998-1500
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17855 Santiago Boulevard
Villa Park, CA. 92861

Docusign Envelope ID: 36001FB7-315A-4198-AFFD-EB51ABDB8A34

6 FEE SCHEDULE

CONSTRUCTION MANAGEMENT & INSPECTION

role	cost *(hourly)*
Principal-In-Charge	**$200.00**
Construction Manager	**$190.00**
Construction Inspector*	**$140.00 (*OT $170, DT $195*)**
Public Outreach	**$95.00**

ADMINISTRATION

role	cost *(hourly)*
Plan Checker	**$160.00**
Administration	**$90.00**

The hourly rates above are our fee schedule. Any additional work will be negotiated utilizing those hourly rates.
**OE pays all Construction Managers and Inspectors prevailing wage rates in compliance with the requirements set forth by the Department of Industrial Relations (DIR) State prevailing wages under Labor Code § 1770 et seq. Labor Code §§ 1775 and 1777.7 along with the Davis-Bacon and Related Acts (DBRA) under the standards of the Community Development Block Grant (CDBG) funding as administered by the U.S. Housing and Urban Development (HUD) Department.*

Docusign Envelope ID: 36001FB7-315A-4198-AFFD-EB51ABDB8A34

7 RESUMES

MAJDI ATAYA, PE
PRINCIPAL-IN-CHARGE



43 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

ROADWAY | PAVEMENT | ADA RAMP | SIDEWALK | WIDENING

QUALIFICATIONS

PE #39392 Registered Civil Engineer • **BS: Civil Engineering** California State University, Long Beach, 1981 • **MPA: Full Coursework** California State University, Long Beach, 1993 • Former **TAC Chairman** Orange County Transportation Authority • Former **President Engineer's** Flood Control Advisory Committee • Former **President & Honoree** Engineer's Association of Orange County

BACKGROUND

Majdi is the Principal-In-Charge of Ownard Engineering. Majdi Ataya, Professional Engineer and Former Deputy Director and City Engineer for the City of La Habra's Public Works Department, is a seasoned engineer with over 43 years of solid and diversified experience in the public works sector. He is extremely familiar with the process of project management and design. He is a highly effective communicator and manager with an outstanding assimilation ability. Majdi is able to adapt and relate to all levels of management, and retain high energy levels and enthusiasm for the project at hand. Majdi understands the importance of excellent communication with public agencies and will be a dependable extension of your staff.

EXPERIENCE

FY 2023-24 PAVEMENT MANAGEMENT PROGRAM IMPLEMENTATION PROJECT, GLENDALE

Majdi served as the QA/QC Manager to the City of Glendale on the Fiscal Year 2023 to 2024 Pavement Management Program Implementation Project. The purpose of this project was to rehabilitate approximately 48,650 linear feet (9.2 miles) of street, a total of 60 streets in all. OE was tasked with providing designs for pavement resurfacing and reconstruction; curb, gutter and sidewalk repairs at 9 separate locations; a total of 124 ADA curb ramps and driveways construction; catch basin enhancements; bus stop improvements and relocations; sewer point repairs; tree well installation and tree planting; utility appurtenance adjustments and relocations; signing and striping; and surveying well monument installations and replacements. Additional work included sewer video inspection to identify sewer defects and preparing sanitary sewer plans for repairs that included point repairs, and sectional and full-length slip lining, along with Traffic Control plans. OE also acquired no-fee permits for ground distrubance work within the City's right-of-way.

IRVINE CENTER DRIVE PAVEMENT REHABILITATION, IRVINE

Majdi was the QA/QC Manager for the City of Irvine to rehabilitate 1.5 miles of this 6-lane arterial and major thoroughfare. The project spanned Irvine Center Drive, from Jeffrey Road to Culver Drive, and the design phase included stretches of full-depth reconstruction combined with a grind and overlay of the entire roadway, 6,300 SF of sidewalk, 15,800 LF of median curb, 136 traffic loops, 30,000 SF of landscaping and irrigation, and upgrading ramps to meet ADA compliance. Plans included full plan and profile view, striping and signing plans, traffic control, phasing plans, landscaping plans, construction specifications, and engineer's estimate. OE was required to submit draft plans to utility agencies to ensure conflicts were not encountered during construction. Along with the design, OE also provided construction support services, including responding to RFIs, attending meetings, providing assistance related to change orders, and reviewing contractor's submittals for conformance with contract documents. OE prepared as-built documentation in accordance with the City of Irvine standards.

NIGUEL ROAD STREET REHABILITATION PROJECT, LAGUNA NIGUEL

Majdi was the QA/QC Manager to the City of Laguna Niguel. The project consisted of rehabilitating an approximately 1.93 mile (10,200-foot) section of Niguel Road that extends from Alta Tera to Marina Hills Drive. Niguel Road from Highland Avenue to Marina Hills Drive (8,450 linear feet) is an arterial street with two lanes of traffic in either direction, raised center medians, centerline striping, left and right-turn pockets, and bike lanes. Niguel Road from Alta Terra to Highland Avenue is a residential collector street (1,750-feet) with one lane of traffic in both directions. A major part of this project involves the full design of the 64 ramps for the nearly 2 mile stretch hilly roadway. Parking was prohibited on the street except on the north side of Niguel Road from Alta Terra to Galina Way which required traffic management. Additional tasks included repairing curb, gutter, and sidewalk and constructing ADA compliant access ramps where required.

ADA ACCESS RAMP IMPROVEMENTS, PHASES 13-17, LAKE FOREST

Majdi was the QA/QC Manager for the City of Lake Forest on phases 13-17 of this project, which was funded through the Community Development Block Grant. The goal of the project is to re-design existing access ramps to meet compliance with the ADA State of California Building Code, Title 24 Standards along with County of Orange Standard Plans, requiring a full cultural resources study and report of California Historical Resources, a Sacred Lands search, a Reconnaissance Report, and a pedestrian field survey of the project area. This 5 phase project requires a total of 113 ramp designs, reconstruction and replacement for a period of 3.5 years. The ramps components includes landing widths, side flares, and landing/running/counter and sidewalk cross slopes. Adjacent sidewalk, curb and gutter replacements are made as necessary to accommodate the new ramps.

FY 2022-23 ANNUAL PAVEMENT REHABILITATION PROJECT, PHASES 1-4, WHITTIER

Majdi provided QA/QC Management services to the City of Whittier through 4 phases of their Annual Pavement Rehabilitation Project. The project purpose was to rehabilitate approximately 49,000 linear feet (9.3 miles) of 46 streets with a variety of slurry and cape seal, and grind and overlay in order to achieve an extended pavement service life while minimizing future maintenance needs, improve safety and enhance aesthetics. The required work involved pavement, curb, gutter and sidewalk repair and rehabilitation, reconstructing 62 ADA curb ramps (52 with missing truncated domes), replacing 9 cross gutters, utility appurtenance adjusting and relocating, and signing and striping. The project also required Caltrans Encroachment Permits for streets around Whittier Boulevard, and permits for the Union Pacific Railroad (UPRR) due to street proximity to the right-of-way on the southwest end. OE's in-house Laser Scanner was utilized to capture visible indications of surface utilities, trees, utility poles, luminaries, fencing, walls, sidewalks, hardscape, signs, and edge of pavement lying within the ramp locations, as well as lip of gutter, flow-line, top of curb, and back of walk elevations were documented. The survey also extended beyond the ramp's BCRs/ECRs to ensure proper tie-in to the existing infrastructure.

CULVER DRIVE PAVEMENT REHABILITATION PROJECT, IRVINE

Majdi provided QA/QC Management services to the City of Irvine on the Culver Drive Pavement Rehabilitation Project. The project spanned 1,800 LF along Culver Drive, from the north railroad tracks to Walnut Avenue. Culver Drive is a principal arterial roadway, providing northeast/southwest access through the western portions of the City of Irvine, while also serving as a primary travel route through a variety of commercial, residential, and institutional zoning areas. OE designed localized pavement reconstruction at the northbound #3 lane and the southbound #1 lane, where pavement conditions were considerably worse than adjacent lanes; the length of the project was treated with full-width 2-inch grind, a 2-inch AC leveling course, and 2-inch ARHM overlay. The project also entailed removing and replacing existing median shed gutter with a standard 8-inch median curb, median island landscape improvements throughout, and ensuring ramps throughout the project were ADA compliant in accordance with 3R federal design requirements for rehabilitation projects.

JAMBOREE ROADWAY REHABILITATION PROJECT, IRVINE

Majdi provided QA/QC Management to the City of Irvine to rehabilitate Jamboree Road, from MacArthur Boulevard to Campus Drive. The project limits are on Jamboree Rd. from MacArthur Blvd., 400' North to Campus Drive. Jamboree Road is a principal arterial roadway which provides northeast/southwest access through the western portions of the City of Irvine, it is also a major thoroughfare for beach traffic and toll roads. It is critical to note that the northern half of Jamboree Rd. in the project limits is within the City of Newport Beach, which required OE to actively coordinate with the City and obtain approval for the final design of the project. The design included the preparation of cross sections to determine the limits of edge grinding for ARHM overlay. The scope of work also included 6,270 tons of 10-inch Full Depth AC, redesigning and detailing nine ramps and two Right Turn "Pork Chop" Islands to meet ADA compliance, traffic loop installation, and installation of video detection at 2 intersections. Due to funding deadlines, the city required an expedited design for the project.

MUHAMMAD ATAYA, MPA

PUBLIC OUTREACH & ADMINISTRATION



14 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

ROADWAY · WATER · INTERSECTION · RESIDENTIAL · ADA RAMP

QUALIFICATIONS

MPA: PUBLIC ADMINISTRATION CSULB, 2010 • **BS: POLITICAL SCIENCE** CSULB, 2008 • **CERTIFICATE IN CONSTRUCTION MANAGEMENT** UCLA

BACKGROUND

Muhammad received his BS in Political Science and Masters in Public Administration from California State University, Long Beach. As the Operations Manager for Onward Engineering, Muhammad is responsible for improving the operational systems, processes, and policies in support of the OE mission, managing and increasing the effectiveness and efficiency of the OE staff, and overseeing and training the OE administrative staff. Additionally, as the head of OE's Business Development team, Muhammad directs the efforts of the OE proposal writing team and develops marketing programs and campaigns. Muhammad also provides public outreach services for select high-profile projects. This includes managing communication with businesses, residents, and stakeholders using a multitude of information dissemination methods.

EXPERIENCE

NEIGHBORHOOD RESIDENTIAL STREETS IMPROVEMENT PROJECT - PHASES I & II, ANAHEIM

Muhammad provided Management services for the City of Anaheim on this project which encompassed street improvements on a number of residential neighborhoods. The goal of this project was to restore surface integrity, improve the ride quality and safety of the residential streets, and mitigate any potential trip and fall hazards. These large-scale residential neighborhood rehabilitation projects involved parkway improvements by resurfacing the pavement, removal and replacement of ADA access ramps, sidewalk, curb, cross gutters and concrete aprons, pavement markings, signage and driveway approaches. The project limits for phase I were split into thirteen neighborhood areas: 1 The Athena-Omega Neighborhood, with a population of 1,977 residents, is bordered by Ball Road to the north, Sunkist Street to the east, Winston Road to the south, and State College Boulevard to the west. The scope involved 191,416 sf of asphalt reconstruction and 63,422 sf of slurry seal; 2 The Biscanye Neighborhood, with a population of 578 residents, is bound by Crestwood Lane to the north, Brookhurst Street to the east, Katella Avenue to the south, and Gilbert Street to the west. The scope included 109,760 sf of asphalt reconstruction and 110,483 sf of slurry seal; 3 The Devonshire Neighborhood, with a residential population of 1,551, is bound by by Buckingham Street and the Riverside I-91 Freeway to the north, Gilbert Street to the east, and the Santa Ana I-5 Freeway to the south. The scope included 245,498 sf of asphalt reconstruction; 4 The Jerillee Lane neighborhood, with a population of 1,365 residents, is bordered by the I-91 freeway to the north, Imperial Highway to the east, Santa Ana Canyon Road to the south, and Lakeview Avenue to the west. The scope of work included 312,892 sf of asphalt reconstruction and 63,422 sf of slurry seal; 5 The Key Lane/Westchester Neighborhood, with a population of 7,332 residents, is bound by Orange Avenue to the north, Western Avenue to the east, Ball Road to the south, and Knott Avenue to the west. The scope included 933,402 sf of asphalt reconstruction and 664,515 sf of slurry seal; 6 The La Reina Neighborhood has a population of 3,415 residents and is bordered by Crescent Avenue to the north, Gilbert Street to the east, Lincoln Avenue to the south, and Dale Avenue to the west. The scope included 554,186 sf of asphalt reconstruction; 7 The Rowland Neighborhood is bordered by Broadway to the north, Magnolia to the east, Rowland to the south, and Kenmore to the west.

The scope of work involved 48,714 sf of asphalt-reconstruction, and pavement resurfacing; 8 The West-Westmont Drive Neighborhood, with a population of 8,426 residents, is bordered by La Palma Avenue to the north, Harbor Boulevard to the east, Lincoln Boulevard to the south, and Loara Street to the west. The scope involved 1,795,739 sf of slurry seal, and 756,645 sf of asphalt reconstruction; 9 The Tanglewood Neighborhood is bound by Imperial Highway to the north, Yosemite Drive to the west, Kellog to the east, and Orangethorpe Avenue to the south. The scope included 339,901 sf of asphalt reconstruction, 358,598 sf of slurry seal, and 18,255 sf of sidewalk improvements. In addition, 65 new trees and 30 tree removals were made for the interest of this neighborhood; 10 The Rio Bravo neighborhood is bordered by Camino Manzana, Calle Granada, and Calle Tampico to the north, Eucalyptus Drive to the east, Santa Ana Canyon Road to the south, and Via Cortez to the west. The scope included 306,997 sf of asphalt reconstruction, 294,712 sf of slurry seal, 14,029 sf of sidewalk improvements, 51 new trees and 24 removals; 11 The Academy/Bel Air Neighborhood is bound by Lincoln Avenue to the north, Dale Avenue to the east, Orange Avenue to the south, and Beach Boulevard to the west. The scope included 263,302 sf of asphalt reconstruction, 201,012 sf of slurry seal, 4,256 sf of sidewalk, 30 new trees and 6 removed; 12 The Gaymont/Elm Lawn Neighborhood is bound by Orange Avenue, Stonybrook Drive, and Ball Road to the north; Dale Avenue, Magnolia Avenue, and Gilbert Street to the east; the Anaheim City Limit to the south; and Beach Boulevard to the west. The scope included 397,521 sf of asphalt reconstruction, 201,012 sf of slurry seal; 12,842 sf of sidewalk, 3,187 lf of curb and gutter, and 71 new trees along with 15 removals; 13 The Greenleaf-Hampton Neighborhood is bound by La Palma Avenue to the north, Gilbert Street to the east, Crescent Avenue to the south, and the Anaheim City Limit to the west. The scope included 1,073,430 sf. of reconstruction, 494 tree trimmings, 15 removals and 75 new trees.

The project limits for phase II were split into three neighborhood areas: 1 The Kings Court Neighborhood is bound by Ball Road to the north, Euclid Street to the east, Katella Avenue to the south, and Brookhurst Street to the west. The scope included 1.1 million sf of grind and cap and 1.1 million sf of slurry seal; 2 The Velare Neighborhood is bound by Orange Avenue to the north, Gilbert Street to the east, Ball Road to the south, and Magnolia Avenue to the west. The scope included 260,677 sf of grind and cap and 327,499 sf of slurry seal; 3 The Sabina Neighborhood is bound by La Palma Avenue to the north, Harbor Boulevard to the east, Sycamore to the south, and the Anaheim Boulevard to the west. The scope included 152,605 sf of grind and cap, 185,494 sf of slurry seal. Coordinating with the local residents was essential on these projects.

STREET & SLURRY SEAL REHABILITATION PROJECT - PHASES I, II & III, LAGUNA BEACH

Muhammad provided Management services for the City of Laguna Beach on Phases I, II, and III of this project. The project limits for Phase I (2017) were split into three areas: Area A (Skyline) included 934,523 sf, Area B (Lower Bluebird Canyon) included 158,057 sf, and Area C (Summit Drive) included 185,961 sf. The project limits for Phase II (2018) covered three different regions: Area A: Canyon Acres Drive/Arroyo Drive/Woodland Drive/Laguna Canyon Frontage Road, Area B: Residential streets in downtown (Loma Terrace, Y Place), and Area C: streets between Thalia Street and Cress Street. The project limits for Phase III (2019) included two areas, Area A: Coast Royal, and Area B: South Laguna Village. These areas are in South Laguna Beach, from the neighborhoods between West Street and 10th Avenue/Sunset Avenue. The work included variable grind and overlay in some areas, and Type I Slurry Seal in other areas. There was 2,562 square feet of French Drain that was installed in Area A. A 4-inch drain line was connected to a catch basin in Area A as well. The specifications also called for new traffic signal poles at the Skyline Drive, Crestview Drive, and Fern Street Intersections. Lastly, the project encompassed parkway and curb and gutter improvements, signage and striping. Due to the residential element involved, OE provided Web Maps and a Project Hotline for affected residents, keeping them updated and informed through out the life of the project.

ATLANTIC AVENUE & FIRESTONE BOULEVARD INTERSECTION WIDENING, SOUTH GATE

Muhammad provided Management services for the the City of South Gate. The project limits were on two arterial streets: Atlantic Avenue from Firestone Boulevard to Patata St. (~1,300 LF) and Firestone Boulevard, from Dorothy Avenue to Atlantic Ave. (~2,200 LF). The project involved the widening and realignment of the intersection to increase the number of thru, left turn lanes, the length of turn pockets, and right turn lanes. In addition to the widening, the scope entailed a concrete approach to the intersection; concrete intersection; grind and ARHM overlay; four legs of the intersection; 50,000 SF of sidewalk, 1,850 LF of curb and gutter, 2,100 LF of DIP waterline and 2,840 LF of recycled waterline, and 4,656 LF of median island curb with decorative landscaping and a city monument sign. This project was funded with Measure R, MTA and other state funding sources, and required the preparation of an award package and the continued upkeep of project files, invoices, reports and submittals in accordance with Caltrans' LAPM.

Docusign Envelope ID: 36001FB7-315A-4198-AFFD-EB51ABDB8A34

DELFINO "CHINO" CONSUNJI, PE
CONSTRUCTION MANAGER



37 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

CALTRANS | ASPHALT | RETAIN WALL | DRAINAGE | ROADWAY

QUALIFICATIONS

BS Civil Engineering, University of the Philippines, 1986 • **CERTIFICATE:** Engineering Management for Construction, UCLA Extension, 1991 • **CERTIFICATE:** Building Construction & Management, AOTS Japan, 1990 • **CERTIFICATE:** Inland Navigation & Management, IFIT Belgium, 1989 • **PE** Professional Engineer #57908

BACKGROUND

Delfino "Chino" Consunji is an experienced professional engineer specializing in the design, construction, project management and inspection of buildings, private development and public works projects. Chino's experience includes working for engineering consultants, contractors, developers, construction management firms and municipal agencies. He has served as City Engineer for the Cities of La Habra, Norwalk, Brea, West Covina and Downey and as Public Works Director for West Covina and Downey. He has managed the design and construction of over 500 projects with a total contract amount of more than $500 million throughout his over 37-year career. These projects included arterial highways and residential streets rehabilitation; intersection widening improvements; traffic signal upgrades, synchronization and safety enhancements; water, sewer, storm drain and NPDES improvements; building and facility improvements; bridge reconstruction and seismic upgrades; and park improvement projects. Chino is a Registered Professional Engineer (Civil) in the State of California.

EXPERIENCE

MAUNA LOA AVE. RESIDENTIAL STREET IMPROVEMENT/WATER MAIN INSTALLATION, GLENDORA

Chino provided Construction Management services to the City of Glendora on the Mauna Loa Avenue Water Main Installation and Street Improvements Project. This project consisted of installing 6,400 LF of new 8-in. water main and 194,000 SF of street improvements that included pavement rehabilitation of grind and overlay, concrete sidewalk repairs, curb and gutter repairs, repairing 11 ADA non-compliant curb ramps, traffic signal loop replacement, signing, and striping for a total of 100 working days. The project was located along 3 streets off Glendora Avenue-Mauna Loa Avenue, Duell Street, and Linfield Street, as well as Minnesota Avenue.

LOCAL STREETS REHABILITATION, PHASE II (ASPHALT IMPROVEMENTS) IN ZONE 3, NORWALK

Chino was the Construction Manager on this project in the City of Norwalk. The limits were bound by the Union Pacific Railroad to the Northwest, the I-5 Freeway to the Northeast, Imperial Highway to the South, and Firestone Boulevard to Southwest. The project involved cold mill and ARHM overlay, application of slurry seal to the streets, full depth removal including removal and replacement of base material. The project also included installation of continental crosswalks, traffic signage and detector loop replacement. Incidental work involved replacement of traffic related items such as striping and pavement markings. Work was involved at 1 railroad crossing which required some added coordination.

TRANSIT SYSTEM (NTS) BUS STOP IMPROVEMENT, PHASE I (FTA FUNDED), NORWALK

Chino served as the Construction Manager to the City of Norwalk on the Bus Stop Improvement Project, Phase 1. The City's Transit System was in need of a revamping of the City's 166 bus stops, with a new bus stop addition within the City of Santa Fe Springs. Each bus stop required a variety of any one of the following upgrades: solar power equipt shelters; seating; trash receptacles; and signs built for real-time posting. OE was tasked with signage installation at 73 of the City's bus stops along Routes 1 and 4, along with upgrading a further 9 stops. OE provided PES/Environmental preparations, base map and maintenance plan development, concept plans for bus stops, as well as a thorough field

survey of all of the bus stops which included the use of drone surveying. OE's contribution required 60 working days out of the project's duration of approximately 18 months from the notice to proceed, with an estimated total project cost of $1.5 million, funded by the Federal Transit Administration (FTA).

FY 2023-24 PAVEMENT MANAGEMENT PROGRAM IMPLEMENTATION PROJECT, GLENDALE

Chino served as the Project Manager to the City of Glendale on the Fiscal Year 2023 to 2024 Pavement Management Program Implementation Project. The purpose of this project was to rehabilitate approximately 48,650 linear feet (9.2 miles) of street, a total of 60 streets in all. OE was tasked with providing designs for pavement resurfacing and reconstruction; curb, gutter and sidewalk repairs at 9 separate locations; a total of 124 ADA curb ramps and driveways construction; catch basin enhancements; bus stop improvements and relocations; sewer point repairs; tree well installation and tree planting; utility appurtenance adjustments and relocations; signing and striping; and surveying well monument installations and replacements. Additional work included sewer video inspection to identify sewer defects and preparing sanitary sewer plans for repairs that included point repairs, and sectional and full-length slip lining, along with Traffic Control plans. OE also acquired no-fee permits for ground distrubance work within the City's right-of-way.

SIERRA VISTA DRIVE (WEST) & DEL NORTE AVENUE (NORTH) PROJECT, CHINO HILLS

Chino served as the Project Manager to the City of Chino Hills for the Sierra Vista Drive (West) & Del Norte Avenue (North) Project. The purpose of the project is to rehabilitate pavement and install new curb, gutter, and sidewalk along approximately 650 linear feet (0.12 miles) of Sierra Vista Drive between Pipeline Avenue and Del Norte Avenue and approximately 350 feet (0.07 miles) of Del Norte Avenue from Gird Avenue to Lugo Avenue. Concrete infrastructure improvements were limited to the south side of Sierra Vista Drive and the east side of Del Norte Avenue. The streets included very minimal existing curb, gutter, and sidewalk.

RESIDENTIAL STREETS REHABILITATION PROGRAM, DOWNEY

As Public Works Director/City Engineer, Chino oversaw the implementation of the City's Pavement Management Program (PMP) and 10-year residential streets rehabilitation program. To develop a comprehensive and cost-effective 10-year street improvement program, the City was divided into 10 areas or residential neighborhoods with each year corresponding to rehabilitating a particular area or neighborhood. As directed by the City Council, in order to expedite implementation of the 10-year rehabilitation program and significantly increase the City's overall network pavement condition index or PCI, Chino worked with the City Manager, Finance Director, financial and municipal bond consultants, and Los Angeles Metropolitan Transportation Authority (Metro) for the issuance and sale of $30 million in Measure M and Measure R Sales Tax Revenue Bonds that were used to fund these street improvements. The $30 million in bond proceeds were required to be expended with three years of bond issuance. Chino was responsible for preparing and sending out the Requests for Proposals (RFP) for the design of the 10 residential neighborhoods; administering the design contracts; overseeing the bid and contract award process and overseeing construction and inspection of these street improvement projects. These projects were completed way ahead of schedule. Over a period of 18 months, 600 residential streets or approximately 70 miles of asphalt pavement were rehabilitated with a total cost of $26.5 million. Rehabilitation included reconstruction, overlay, cape seal and slurry seal of the existing asphalt pavement. These projects included removal and replacement of damaged and/or uplifted concrete sidewalks and curb and gutter and reconstruction of curb access ramps in accordance with current Americans with Disabilities (ADA) requirements.

FY2019/2020 RESIDENTIAL STREETS REHABILITATION, DOWNEY

As Public Works Director/City Engineer, Chino oversaw the design, bid and contract award process, construction and inspection of this project. This project rehabilitated 35 residential streets or approximately 7 miles of existing asphalt pavement in the south half of the City with a total cost of $2.8 million. Rehabilitation included reconstruction and overlay of the existing asphalt pavement. This project also included removal and replacement of damaged and/or uplifted concrete sidewalks and curb and gutter and reconstruction of curb access ramps in accordance with current ADA standards. Funding for this project came from Measure R, Senate Bill 1, Vehicle Impact Fees and Developer Funds.

CAMERON AVENUE SEWER MAIN REHABILITATION, WEST COVINA

As Public Works Director/City Engineer, Chino managed the design, bid and contract award process, construction and inspection of the Cameron Avenue Sewer Main Rehabilitation. This project replaced approximately 2,000 linear feet of existing 10-inch sewer main on Cameron Avenue from Citrus Street to 750 feet east of Inman Avenue with a 14-inch high density polyethylene (HDPE) pipe. The project also replaced existing sewer manholes, adjusted sewer laterals and appurtenant work. To expedite construction and minimize inconvenience to motorists and school commuters, the new 14-inch HDPE pipe was installed by pipe bursting method. The total project cost was $800,000 with funding coming from Sewer Enterprise Fund.

RASH "RASHID" SYED, MPA

CONSTRUCTION MANAGER



36 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

WIDENING | WATER | SIDEWALK | DRAINAGE | ROADWAY

QUALIFICATIONS

MPA: PUBLIC ADMINISTRATION California State University, Long Beach • **BS: CIVIL ENGINEERING** Hyderabad Polytechnic Institute • **BA: PUBLIC ADMINISTRATION** California State University, Long Beach

BACKGROUND

Rash possesses over 36 years of solid experience in the public works sector. Rash has a wide range of experience on a variety of Inspection and Construction Management projects. As an Associate Engineer, he provided public agencies with various tasks including design engineering, plan preparation, specification preparation, plan-checking services, inspection services, Construction Management and support, peer review, stakeholder coordination, public outreach, and staff support. He is proactive in identifying potential obstacles before they occur. Rash has successfully taken multiple projects from the initial Federal funding application, to the Preliminary Environmental Study, to E-76 approval, and all the way through construction of audited Federally Funded construction projects.

EXPERIENCE

DOWNTOWN PEDESTRIAN IMPROVEMENT PROJECT, TORRANCE

As Construction Manager, inspector and Associate Engineer for the City of Cerritos for over 21 years, Rash was responsible for providing engineering support to the Assistant City Engineer and Director of Public Works. He supervised the engineering staff, helped manage and administer the City's Capital Improvement Program, and was responsible for running the daily activities of the engineering division including: plan check, dealing with the residents, utilities, developers, and issuing permits. In addition, Rash was the Project Manager for various complex capital improvement projects, from inception, through planning, design, and construction. He prepared and supervised the administration of Requests for Proposal (RFPs). This included analysis of proposals, selection of consultants, and negotiation of scope, cost, and schedule. Rash also prepared, administered, and supervised project and program budgets and continually monitored budgets and schedules to ensure progress towards established program goals. He consulted and negotiated with contractors, builders, architects, engineers, public officials and the general public. Rash prepared recommendations for resolutions of engineering problems considering all factors including economic feasibility. He also arranged and supervised the preparation of grant applications, permit applications, consultant and interagency agreements, public information and plans and specifications. Finally, he coordinated projects with Federal, State, and Local agencies including Consultants. While serving in the capacity of Associate Engineer, Rash also served the City of Cerritos as a Construction Manager on multiple projects including projects that were federally funded. Rash also performed the required stakeholder coordination including Caltrans, and was involved in communicating with the local residents and businesses. He was responsible for planning and running kick-off meetings with the contractor, reviewing project submittals, RFI's, CCO's, and checking the contractor invoices against the field quantities as detailed on the daily work reports, as well as coordinating daily construction details with the contractor and inspector. A partial list of projects for the City of Cerritos for which Rash provided full oversight, from planning, to design, and through construction, as well as Construction Management includes:

Artesia Boulevard Reconstruction, Carmenita Road to Valley View Avenue ($530,000)
Carmenita Road Reconstruction, Artesia Boulevard to Alondra Boulevard ($529,000)
Carmenita Road Reconstruction, Artesia Boulevard to South Street ($548,000)
195th Street Reconstruction, Studebaker Road to Pioneer Boulevard ($466,000)
Artesia Boulevard Reconstruction, Clarkdale Avenue to Norwalk Boulevard ($200,000)
Piuma Avenue Reconstruction, Alondra Boulevard to Golf Course ($200,000)

Hidden Creek, Moore Street Arthur Place Industrial Area ($500,000)
Arbor Place, Vine Place & Park Place, Industrial Area ($405,000)
Palo Verde Storm Drain Boardwalk Development ($180,000)
Artesia Boulevard Reconstruction, Carmenita Road to Bloomfield Avenue ($707,000)
183rd Street Reconstruction, Gridley Road to Palo Verde Avenue ($600,000)
Arterial Slurry Projects, 166th Street & Studebaker Road ($150,000)
Traffic Signal Modification, Norwalk at Artesia Boulevard ($80,000)
Traffic Signal Gridley Road Target Development ($300,000)
Traffic Signal Installation, Del Amo Boulevard & State Road ($100,000)
Pioneer Boulevard Reconstruction, Del Amo Boulevard to South Street ($600,000)
Carmenita Road Bridge Widening, LACDPW Project ($3.1 Million)
Traffic Signal Installation, Studebaker Road & Senior Housing ($225,000)
Traffic Signal Modifications, Bloomfield Avenue & Del Amo Boulevard ($100,000)
Swim Center Bleachers Modifications ($16,000)
Del Amo Boulevard at State Road ($1.8 Million)

DOWNTOWN PEDESTRIAN IMPROVEMENT PROJECT, TORRANCE

Rash provided Inspection Services to the City of Torrance on this Downtown Pedestrian Improvement Project. The Downtown Pedestrian Improvement Project seeks to provide a more attractive pedestrian environment along Cravens Avenue from Carson Street to Torrance Boulevard. The work encompassed construction of uniform, spacious, and ADA-compliant sidewalks, new decorative LED street lights, improved landscaping, roadway pavement rehabilitation, new curb and gutter, benches, bike racks, and pedestrian signage. The water mainline located under the sidewalk was relocated under the roadway to provide improved access for future repair work. The work also included replacement of the sidewalk, curb and gutter, and curb ramps; roadway repair; and replacement of traffic signs.

ARTESIA BOULEVARD RECONSTRUCTION - PHASE I, CERRITOS

Rash served as a Project Manager & Construction Inspector for the Artesia Boulevard reconstruction project. The project limits were from Carmenita Road to Valley View Avenue. The scope of the work included removing and replacing damaged asphalt pavement, removing and replacing the damaged curb and gutter, and grind and overlay of the existing street. The project also required traffic striping and traffic control. This was federally funded project with an approximate construction cost of $530,000. Rash managed the project, meeting the federal requirements, including DBA requirements and certified payrolls. Rash was also involved is securing the federal funds, meetings with Caltrans, and having the project audited.

CARMENITA ROAD RECONSTRUCTION - PHASE I, CERRITOS

Rash served as a Project Manager & Construction Inspector for the Carmenita Road Reconstruction Project, Phase I. The project limits were from Artesia Boulevard to Alondra Boulevard. The scope of the work included removing and replacing damaged asphalt pavement, removing and replacing the damaged curb and gutter, and grind and overlay of the existing street. The project also required traffic striping and traffic control. The approximate construction cost was $529,000.

CARMENITA ROAD RECONSTRUCTION - PHASE II, CERRITOS

Rash served as a Project Manager & Construction Inspector for the Carmenita Road Reconstruction Project, Phase II. The project limits were from Artesia Boulevard to South Street. This street had existing median islands. The median curb was uplifted. The scope of the work included removing and replacing the uplifted median curb, damaged asphalt pavement, removing and replacing the damaged curb and gutter, and grind and overlay of the existing street. The project also required traffic striping and traffic control. Rash was also managing the design phase of the project, including project design review during the design phase.

2018 STREET & SLURRY SEAL REHABILITATION - PHASE II, LAGUNA BEACH

Rash provided inspection services for the City of Laguna Beach on Phase II of this project covering three phases in three years. The project limits covered three different regions - Area A: Canyon Acres Drive/Arroyo Drive/Woodland Drive/Laguna Canyon Frontage Road, Area B: Residential streets in downtown (Loma Terrace, Y Place), and Area C: streets between Thalia Street and Cress Street. The work included variable grind and overlay in some areas, and Type I Slurry Seal in other areas. The specifications also called for new traffic signal poles. Lastly, the project encompassed parkway and curb and gutter improvements, signage and striping. Due to the residential element involved, OE provided an up-to-date informative Web Page, interactive Web Maps and a Project Hotline for affected residents, keeping them updated and informed through-out the life of the project.

LUDWIG SMEETS, PE
CONSTRUCTION MANAGER



39 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

WIDENING | WATER | SEWER | DRAINAGE | ROADWAY

QUALIFICATIONS

BS CIVIL ENGINEERING CSULB, Long Beach, 1979 • **PE #37221** Registered Civil Engineer • **US ARMY** Command & General Staff College, Ft. Leavonworth, Kansas, 1989 • **MA MILITARY SCIENCE** Texas A&M, 1990 • **MEMBER** APWA, ASCE, NSPE, SAME

BACKGROUND

Ludy has over 39 years of civil engineering experience with focus on Project Management and Construction Management. He also has experience in the design of civil engineering projects such as street, sewer, water, and storm drain projects. Ludy has management level experience working in public works departments in cities throughout Southern California. His experience includes public agency budgeting, project implementation, project design, PS&E development, contract bidding, award administration, construction management and project closure reporting. He has selected, directed and managed consultants, architects and engineers as required in order to meet public works department goals and objectives. He has supervised and trained city staff junior engineers. His many responsibilities included providing project management for federally funded projects, and state funded projects.

EXPERIENCE

STREET & SLURRY SEAL REHABILITATION - PHASE III, LAGUNA BEACH

Ludy lent his skills in providing full Construction Management and Inspection Services for the City of Laguna Beach on Phase III of the Street and Slurry Seal Rehabilitation Project, The project covered the span of three phases in three years. The project limits for Phase III (2019) includes two areas: Area A-Coast Royal, and Area B-South Laguna Village. These areas are in South Laguna Beach, from the neighborhoods between West Street and 10th Avenue/Sunset Avenue. The work included variable grind and overlay in some areas, and Type I Slurry Seal in other areas. The specifications also called for new traffic signal poles. Lastly, the project encompassed parkway and curb and gutter improvements, and signage and striping. Due to the residential element involved, OE provided an up-to-date informative Web Page, interactive Web Maps and a Project Hotline for affected residents, keeping them updated and informed through-out the life of the project.

ARROYO DRIVE IMPROVEMENT PROJECT, MONTEBELLO

Ludy supplied Construction Management services to the City of Montebello on the Arroyo Drive Improvement Project. The project limits are on Arroyo Drive from Astra Drive to Glen Avenue. This project includes pavement rehabilitation, ADA ramp, curb and gutter, and driveway repairs, storm drain improvements, and associated improvements. The budget for this project is $1,239,085 made up of STPL Funds ($1,063,000) Measure R ($146,045) and Prop C ($30,040) funds, and full compliance with all applicable requirements was essential. The project limits on the north side are adjacent to the back-lot of St. Joseph's Salesian Youth Retreat Center and Don Bosco Technical Institute. Coordination for parking access was vital. The Astra Drive neighborhood (cul-de-sac) and Potrero Heights Park and Community & Senior Center at the west end of the project limits also required coordination, since the parking lot and residential neighborhoods can only be accessed from Arroyo Drive.

PHASE 3 LOCAL STREETS REHABILITATION (ZONE 24, 27, & 32), NORWALK

Ludy provided Construction Management and inspection services to the City of Norwalk on the 3rd Stage of Construction of the Local Streets Rehabilitation Paving Improvements. The work included three separate City projects (No. 7924-Zone 24. No. 7925-Zone 25, and No. 7926-Zone 32). Stage 1 of this project included concrete improvements, and OE provided CM and Inspection services for Zone 32 of that phase. Stage 3 included a variety of pavement rehabilitation methods including full-depth repair, grind and overlay, and slurry seal for Zones 24, 27, and 32. Twenty-one streets with a total of 3.6 centerline miles were included as part of this project. These limits were within the two blocks of Highdale Street between Elaine Avenue and Ibex Avenue which had a PCI rated less than 25 (very poor). The streets were also adjacent to Edmondson Elementary School, requiring careful coordination with the school. The replacement of the deteriorated pavement and accessibility ramps was important to improving the safety of the school zone and extending the useful life of the streets. The rehabilitation work involved street repaving which included curb and gutter repairs, slotted cross gutter replacements and pedestrian accessibility ramps at intersection corners to meet current standards.

STREET IMPROVEMENTS AT VARIOUS LOCATIONS (CIP 186 & 190), HERMOSA BEACH

Ludy provided Construction Management and inspection services for Street Improvements at Various Locations through out the City of Hermosa Beach. The purpose of the project was to restore the surface integrity of the streets, improve the ride quality and safety, as well as mitigate any potential hazards by means of pavement resurfacing. The project included 5,135 feet of full depth street repairs, 3,186 tons of grind and overlay rehabilitation, and 38 ADA Ramp upgrades, along with various sidewalk repairs. OE also provided the City with community coordination by means of establishing public accessable online web maps to inform and update the public on the project, as well a the distribution of public notifications.

DOWNTOWN PEDESTRIAN IMPROVEMENT PROJECT - T-115, TORRANCE

Ludy provided Construction Management services to the City of Torrance on this Downtown Pedestrian Improvement Project. The Downtown Pedestrian Improvement Project seeks to provide a more attractive pedestrian environment along Cravens Avenue from Carson Street to Torrance Boulevard. The work encompassed construction of uniform, spacious, and ADA-compliant sidewalks, new decorative LED street lights, improved landscaping, roadway pavement rehabilitation, new curb and gutter, benches, bike racks, and pedestrian signage. The water mainline located under the sidewalk was relocated under the roadway to provide improved access for future repair work. The work also included replacement of the sidewalk, curb and gutter, and curb ramps; roadway repair; and replacement of traffic signs.

NEIGHBORHOOD PARK RENOVATIONS - CHERRY PARK PROJECT, LAKE FOREST

Ludy provided Construction Management and inspection services to the City of Lake Forest on this neighborhood park located on Cherry Avenue, bound by Jeronimo Road to the west, Trabuco Road to the east, Los Alisos Boulevard to the south, and El Toro Road to the north. The work entails grading, landscaping, irrigation, site furnishings, a redesigned play area with resilient surfacing, new playground equipment, and a shade structure.

ROSECRANS AVENUE IMPROVEMENT PROJECT, MANHATTAN BEACH

Ludy provided Construction Management services to the City of Manhattan Beach on the Rosecrans Avenue Improvement Project. The limits of the project was on the major arterial of Rosecrans Avenue, from Aviation Boulevard to Village Drive. This segment of roadway is approximately 4,200 linear feet, and the roadway condition varied, with rutting, blocking, and alligator cracking found throughout. Rosecrans Avenue sees heavy daily traffic volume, and it is an important thoroughfare in the City, so it had a high-profile identify. The project entailed cold milling and rubberized asphalt concrete overlay, installation of Tensar GlasPave50, double adjustment of manholes, pavement marking/striping, installation of traffic loops, multiple commercial driveway upgrades, and access ramp upgrades at 8 locations. All eastbound lanes including the left turn pockets of Rosecrans Avenue from Aviation Boulevard to Village Drive were part of the project limits. Construction work was performed at night, adding another level of complexity.

BOLSA CHICA STREET ENHANCEMENTS & IMPROVEMENTS, WESTMINSTER

As the Project Manager, Ludy provided design plans and specifications for this 6,800 lineal feet street widening and landscaped median island construction project in the City of Westminster. This project provided for a raised, fully landscaped median island, provided drainage solutions, street pavement improvements and reconstruction, as well as restriping of the intersections to accommodate additional turning pockets and free-moving right turns.

MICHAEL NGUYEN
CONSTRUCTION INSPECTOR



32 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

WIDENING | WATER | SEWER | DRAINAGE | ROADWAY

QUALIFICATIONS

16 YEARS INSPECTION for the County of Orange | **AA DEGREE INDUSTRIAL TECHNOLOGY** California Polytechnic Universtiy, Pomona | **60 UNITS MECHANICAL ENGINEERING** California Polytechnic Universtiy, Pomona

BACKGROUND

Michael worked for 16 years as a Construction Inspector to a Supervising Construction Inspector for the County of Orange, the highest attainable position in the County's inspection series (Principal Construction Inspector was converted to Administration Manager I recently). His typical duties include providing daily construction reports, documenting labor and equipment on-site each day and hours worked; measuring, calculating, and recording all construction measurements and quantities, ensuring safety for construction site and NPDES compliance for State/ Regional Water Quality Control Boards, and taking work in progress and site photos. While at the County of Orange, he was known as the Slurry King due to his ability to document and track quantities in a precise way.

EXPERIENCE

N. CONCOURSE AVENUE STREET IMPROVEMENT PROJECT, FY 2020-21 (CP NO. 880), MONTEBELLO

Michael was the construction inspector on the N. Concourse Avenue Street Improvement Project for the City of Montebello. The project limits are on N. Concourse Avenue from W. Madison Avenue to W. Beverly Boulevard. The work entailed a grind and ARHM overlay, and concrete improvements including gutter, driveway approaches, curb ramps, and sidewalk segments within the project limits.

BAJA ST. RETAINING WALL & ZONES 2 & 3 STREET CONCRETE REHABILITATION PROJECT, LAGUNA BEACH

Michael was the construction inspector on this project in the City of Laguna Beach. The Baja Street Retaining Wall Replacement is a project adjacent to 870 Baja Street. The work entailed constructing a shotcrete concrete wall with soil nails in front of a failing CMU retaining wall which was supporting a slope on private property. As for the Zones 2 & 3 Street Concrete Rehabilitation Project, it was a sidewalk repair project which included various locations in Zones 2 and 3. The sidewalk repairs covered 9,000 square feet and the work also covered spandrel repairs, curb and gutter, and cross gutter removal and replacement.

NEIGHBORHOOD RESIDENTIAL STREETS IMPROVEMENT PROJECT (PHASE II), ANAHEIM

Michael served as construction inspector for the City of Anaheim on this project which encompassed street rehabilitation on a number of residential neighborhoods. The goal of this project was to restore surface integrity, improve the ride quality and safety of the residential streets, as well as mitigate any potential trip and fall hazards. These large-scale residential neighborhood rehabilitation projects involved parkway improvements by resurfacing the pavement, removal and replacement of ADA access ramps, sidewalk, curb, gutter, concrete aprons and cross gutters, and driveway approaches. The project limits for phase II were split into three neighborhood areas: (1) The Kings Court Neighborhood is bound by Ball Road to the north, Euclid Street to the east, Katella Avenue to the south, and Brookhurst Street to the west. The scope included 1.1 million sf of grind and cap and 1.1 million sf of slurry seal; (2)

The Velare Neighborhood is bound by Orange Avenue to the north, Gilbert Street to the east, Ball Road to the south, and Magnolia Avenue to the west. The scope included 260,677 sf of grind and cap and 327,499 sf of slurry seal; (3) The Sabina Neighborhood is bound by La Palma Avenue to the north, Harbor Boulevard to the east, Sycamore to the south, and the Anaheim Boulevard to the west. The scope included 152,605 sf of grind and cap, 185,494 sf of slurry seal. Coordinating with residents was essential on this project.

STREET & SLURRY SEAL REHABILITATION - PHASE III, LAGUNA BEACH

Michael provided full Inspection Services for the City of Laguna Beach on phase III of this project. The project limits for Phase III (2019) included two areas, Area A: Coast Royal, and Area B: South Laguna Village. These areas are in South Laguna Beach, from the neighborhoods between West Street and 10th Avenue/Sunset Avenue. The work included variable grind and overlay in some areas, and Type I Slurry Seal in other areas. There was 2,562 square feet of French Drain that was installed in Area A. A 4-inch drain line was connected to a catch basin in Area A as well. The specifications also called for new traffic signal poles at the Skyline Drive, Crestview Drive, and Fern Street Intersections. Lastly, the project encompassed parkway and curb and gutter improvements, signage and striping. Due to the residential element involved, OE provided Web Maps and a Project Hotline for affected residents, keeping them updated and informed through out the life of the project.

2017 SLURRY SEAL PROGRAM (I-139 / I-159), TORRANCE

Michael served as Construction Inspector on this $2.5 million dollar slurry seal project for the City of Torrance covering three residential neighborhoods, as well as Camino de la Costa from Calle Miramar to the City limit; Madison Street and Hawthorne Boulevard service road between 240th Street and Skypark Drive; 240th Street from Hawthorne Boulevard to Madison Street; and arterial and collector streets on Anza Avenue, from Calle Mayor to Sepulveda Boulevard, Ocean Avenue from the Pacific Coast Highway to Torrance Boulevard, along with Madrona Avenue south of the Prairie Avenue Bridge to Sepulveda Boulevard. Four City parking lots were also slurry sealed.

AREA 6 RESIDENTIAL & COLLECTOR STREET SLURRY SEAL & OVERLAY REHABILITATION, DIAMOND BAR

Michael was the Inspector to the City of Diamond Bar on this CDBG Project. The project limits included approximately 63,360 feet (12 miles) of residential and collector streets located within Area 6, with slurry seal and overlay work. Michael provided effective communication with the City, updated R FIs, Submittals, and CCO Logs, and helped ensure compliant work with the Contractor and Inspector. Michael also participated in public outreach services to the affected neighborhoods to ensure a seamless construction process and maintain a positive public outlook for the City of Diamond Bar.

ASPHALT OVERLAY RESURFACING, CHAPMAN AVE.-CLIFFWAY DR. TO EQUESTRIAN DR., ORANGE

Michael served as the Construction Inspector on this project. The asphalt overlay resurfacing consisted of remedial asphalt repair work to include hand patching and removal and replacement of the damaged sections of asphalt concrete pavement, cold milling, tree trimming, placing asphalt concrete level course, placing asphalt concrete overlay, constructing asphalt concrete berm, fog sealing new and existing asphalt concrete berms, applying traffic striping and stenciling, placing raised pavement markers, reshaping shoulders, adjusting manholes, traffic control pull-boxes, and survey monument wells, and the reinstallation of traffic detector loops. Notices to Residents were hand-delivered and no parking signs were posted prior to start of work. Michael coordinated involvement of Traffic Signal Operations, performed daily reports, and processed progress payments with justification backup data.

ROSECRANS AVENUE IMPROVEMENT PROJECT, MANHATTAN BEACH

Michael provided Construction Inspection services to the City of Manhattan Beach on the Rosecrans Avenue Improvement Project. The limits of the project was on the major arterial of Rosecrans Avenue, from Aviation Boulevard to Village Drive. This segment of roadway is approximately 4,200 linear feet, and the roadway condition varied, with rutting, blocking, and alligator cracking found throughout. Rosecrans Avenue sees heavy daily traffic volume, and it is an important thoroughfare in the City, so it had a high- profile identify. The project entailed cold milling and rubberized asphalt concrete overlay, installation of Tensar GlasPave50, double adjustment of manholes, pavement marking/ striping, installation of traffic loops, multiple commercial driveway upgrades, and access ramp upgrades at 8 locations. All eastbound lanes including the left turn pockets of Rosecrans Avenue from Aviation Boulevard to Village Drive were part of the project limits. Construction work was performed at night, adding another level of complexity.

Docusign Envelope ID: 36001FB7-315A-4198-AFFD-EB51ABDB8A34

CHRIS BOREN
CONSTRUCTION INSPECTOR



16 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

WIDENING | WATER | SEWER | DRAINAGE | ROADWAY

QUALIFICATIONS

LEVELS I & II Public Works Inspector | **EXPERIENCE** Federally Funded Projects CA State Caltrans Projects

BACKGROUND

Chris is a Construction Inspector at Onward Engineering. He has a variety of certifications and has taken part in multiple training programs over his 16 years of experience. His experience includes a plethora of projects, and he advocates safety and quality at the jobsite. His accuracy and efficiency in the field ensure a successful project. Chris' work will always include making sure that the contractor is efficient with his time and acting in the best interest of the City as their advocate in the field.

EXPERIENCE

STORM DRAIN & PAVEMENT REHABILITATION PROJECT, RANCHO CUCAMONGA

Chris provided inspection services to the City of Rancho Cucamonga on the Ramona Avenue Storm Drain & Pavement Rehabilitation project. The project limits were from Foothill Boulevard to South of the Pacific Electrical Trail. The project included the installation of approximately 1,000 LF of 60" RCP, construction of 3 manhole structures, installation of 2 laterals and catch basins, as well as a junction structure.

19TH ST. HELLMAN AVE. PAVEMENT REHABILITATION, RANCHO CUCAMONGA

Chris provided inspection services to the City of Rancho Cucamonga on the 19th St. Hellman Avenue Pavement Rehabilitation project. The project limits were from Haven Avenue to West City Limit, and Hellman Avenue from Baseline Road to 19th Street. The project included a Grind and Asphalt Rubber Hot Mix (ARHM) overlay, adjustments to manholes, water valves, and gas valves. It also included the installation of traffic loops, traffic signs, striping, and traffic signal video detection. In addition, the project called for traffic control for the duration of the project.

HERMOSA AVENUE PAVEMENT REHABILITATION, RANCHO CUCAMONGA

Chris provided inspection services to the City of Rancho Cucamonga on the Hermosa Avenue Pavement Rehabilitation project. The project limits were from Main Street to Arrow Route. The project included an Asphalt Rubber Hot Mix (ARHM) overlay, asphalt concrete pavement, cold plane, adjusting manholes, and water valve covers. It also included installing traffic signal detector loops at Hermosa and Arrow, and another set of traffic signal detector loops at Feron Blvd. and Hermosa Ave. This project also required extensive traffic control.

CHINO HILLS PARKWAY & CHINO AVE. REHABILITATION - STPL FUNDED, DIAMOND BAR

Chris was the construction inspector for the City of Diamond Bar for this STPL-funded project. The site spanned 1.25 miles along Chino Hills Parkway, from the north city limit to the south city limit, and Chino Avenue, from Chino Hills Parkway to the eastern city limit. The scope included grind and ARHM overlay, 783 SF of local R&R, and minimal PCC curb, gutter, and sidewalk replacements. A constructability review was conducted prior to construction commencing, and noted several additional reconstruction areas along with several ramp upgrades to add to the scope. In addition, paving was coordinated to be completed at night to minimize traffic congestion.

LOCAL STREET PAVEMENT REHABILITATION & SLURRY SEAL, RANCHO CUCAMONGA

Chris provided construction inspection services to the City of Rancho Cucamonga on the Local Street Pavement Rehabilitation Project. This project required an overlay of various streets in the City of Rancho Cucamonga. The scope of work included a Type II Slurry Seal, routing, with rubberized and AC crack filling, weed abatement, the installation of plastic thermo markings, and striping. The work was done on an area of approximately 625,371 SY.

UPGRADE LEFT TURN PHASES FLASHING YELLOW ARROW SIGNAL-7 LOCATIONS, RANCHO CUCAMONGA

Chris served the City of Rancho Cucamonga in providing construction inspecition services for the purpose of upgrading left turns on this project. The work entailed removing and replacing the existing left turn signal to flashing yellow arrow at 7 locations (4 on Day Creek Blvd. and 3 on Base Line Rd.), as well as modifying existing medians at Base Line and Spruce (westbound left), Day Creek and Victoria Park (northbound and southbound left), and Day Creek and Silverberry (northbound and southbound left). The median modifications include 4' shifts to increase and improve sight distance. This project also included replacing the controller, and minor paving and striping.

VINEYARD AVENUE AT SAN BERNARDINO ROAD TRAFFIC SIGNAL MODIFICATION, RANCHO CUCAMONGA

Chris provided construction inspection services on this project in the City of Rancho Cucamonga, which entailed traffic signal modifications at the intersection of Vineyard Avenue and San Bernardino Road for removing three pull boxes, abandoning existing footing, removing and salvaging existing signal cabinet and relocating traffic signal equipment into new cabinet, furnishing and installing one Type 1-A pole and 4" PVC conduit, installing three #6 pull boxes, one #6E pull box, and one N40 pull box, furnishing and installing Econolite Cobalt ATC Controller, Type R signal controller cabinet with new foundation, side mounted CBS-127 cabinet shell, and installing Tomar Emergency Vehicle Preemption Detector and cabling. The Contractor was also tasked with replacing existing incandescent lights with new LED signal indicators, pulling new wires, potholing, and traffic control.

CITYWIDE STREET REHABILITATION - PHASE I (ARRA FUNDED), BELL GARDENS

Chris provided construction inspection services on this ARRA-Funded project for the City of Bell Gardens. The scope of work including approximately 1 mile of grind and overlay, 370,818 SF of variable depth cold milling, localized full section removals, and the installation of CMB materials. Furthermore, the project entailed constructing 19 ADA compliant curb ramps and retrofitting 21 ADA compliant curb ramps. The project required inspecting curb and gutter, driveway approaches, sidewalks, and local depressions, it also required adjusting sewer and storm drain manhole covers, water valves, traffic signal pull boxes, traffic striping, and traffic signal loop detectors. Chris also provided extensive traffic control for the duration of the project.

CITYWIDE STREET REHABILITATION - PHASE II (ARRA FUNDED), BELL GARDENS

Chris provided construction inspection services on this ARRA-Funded project for the City of Bell Gardens on local and arterial streets. The scope of work included 187,468 SF of variable depth cold milling, construction 5 ADA compliant curb ramps, retrofitting 32 ADA compliant curb ramps, and constructing curb & gutter, sidewalk, alley approaches, and PCC bus pads. Furthermore, the project entailed localized full section removals, the installation of CMB materials, BMP implementation, and traffic control.

RAMONA "A" ROADWAY REHABILITATION - ARRA FUNDED, BALDWIN PARK

Chris provided construction inspection services on this ARRA funded project for the City of Baldwin Park on 4,285 SF of PCC roadway. The scope of work entailed 200,656 SF of cold milling, constructing 14 ADA compliant curb ramps, PCC roadway, spandrels, curb & gutter, driveway approaches, sidewalks, and stamped concrete. Furthermore, the project required sewer and storm drain manhole adjustments, water valve can adjustments, 16" to 24" diameter tree removal, installing six 2" water service and backflow device, and upgrading the existing irrigation systems and installing a new parkway irrigation system.

BEVERLY BOULEVARD REHABILITATION PROJECT - ARRA FUNDED, PICO RIVERA

Chris provided construction inspection services on this ARRA funded project for the City of Pico Rivera. The scope of work included a 1.3 mile grind and overlay, curb & gutter, sidewalk, driveway approaches, cross gutters, constructing 13 ADA compliant curb ramps, and retrofitting 3 ADA compliant ramps. Furthermore, the project required localized full section removals, installation of CMB materials, BMP implementation, and traffic control.

JOE ZAMARIPPA

CONSTRUCTION INSPECTOR



30 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

ADA RAMP | BRIDGE | PAVEMENT | INTERSECTION | ROADWAY

QUALIFICATIONS

CERTIFIED PUBLIC WORKS CONSTRUCTION INSPECTION SANTIAGO CANYON COLLEGE

BACKGROUND

Joe is a Public Works Inspector with 30 years of experience in construction as an Inspector. His typical duties have included providing daily construction reports, documenting labor and equipment on-site each day and hours worked; measuring, calculating, and recording all construction quantities, and taking work and site photos. Joe's experience includes projects of all sizes. His accuracy and efficiency in the field ensures a successful and well-documented project, from construction through closeout. His work includes making sure that the jobsite is safe and that the contractor is efficient with his time.

EXPERIENCE

NEIGHBORHOOD SLURRY SEAL-AREA 1 PROJECT -CIP NO, 2019-03, LA MIRADA

Joe was the Construction Inspector on this neighborhood slurry seal project for the City of La Mirada. This project covers several residential streets within the City, including the Foster Park neighborhood and Imperial Highway, Neargrove Road, Jalisco Road, Florita Road, Crestoak Drive, Gara Drive, Ashgrove Drive, Excelsior Drive, Neartree Road, Bluefield Avenue, Stanleaf Drive, Figueras Road, and San Bruno Drive. Construction included Slurry Seal (Type) of the streets and some localized repairs.

COLLECTOR STREET SLURRY SEAL PROJECT, LA MIRADA

Joe provided Construction Inspection services for the Collector Street Slurry Project (CIP No. 2018-09). This neighborhood slurry seal project covers collector streets within the City including Biola Avenue, Stage Road, Escalona Road, Foster Road, Adelfa Drive, and Alicante Road. The construction included 1,367 elongated tons of Type II Slurry Seal on collector streets.

LOCAL STREETS REHABILITATION PROJECT, NORWALK

Joe served as the primary inspector in this Local Streets Rehabilitation Project for the City of Norwalk to rehabilitate multiple street segments within the City. Twenty-one streets with a total of 3.6 centerline miles were included as part of this project. These limits were within the two blocks of Highdale Street between Elaine Avenue and Ibex Avenue and had a PCI rated less than 25 (very poor). The streets were adjacent to Edmondson Elementary School. The replacement of the deteriorated pavement and accessibility ramps was important to improving the safety of the school zone and extending the useful life of the streets. The rehabilitation work involved street repaving which included curb and gutter repairs, slotted cross gutter replacements and pedestrian accessibility ramps at intersection corners to meet current standards.

VARIOUS STREETS IMPROVEMENT, FY 2020-21 (CIP NO. 881), MONTEBELLO

Joe was the Construction Inspector to the City of Montebello on this project. There are five street segments included in this project. These five segments are (1) Minson Way, from Sycamore Street to the Cul-Du-Sac; (2) Allston Street, from W. City Limit to W. Olympic Boulevard; (3) Medford Street, from Allston Street to 18th Street; (4) Millis Street,

from Kensington Way to Medford Street; and (5) Kensington Way, from Olympic Boulevard to Allston Street. The work included variable grind and ARHM overlay, full reconstruction for heavily deteriorated areas, construction of a concrete alley intersection, and PCC improvements covering cross gutters, sidewalk, curb and gutter, driveway approaches, curb ramps, and brick pavers.

PHASE 6B RESIDENTIAL STREET REHABILITATION PROJECT, LA MIRADA

Joe was the Construction Inspector OE provided construction inspection services on phase 6B of this Residential Street Rehabilitation Project for the City of La Mirada. The project covers the residential area north of Biola University, bound by Biola Avenue to the west and La Mirada Boulevard to the east, and by Imperial Highway to the north. The work entailed AC pavement reconstruction, cold milling, asphalt rubber hot mix overlay, Type 2 slurry seal, removal and replacement of damaged curb, gutter, cross gutter, sidewalk and curb ramps. Construction also included adjustment of manholes and water valves, traffic signing, striping, markings.

NEIGHBORHOOD SLURRY SEAL - AREA 2 (CIP #2020-03), LA MIRADA

Joe provided construction inspection services on this Neighborhood Slurry Seal Project for the City of La Mirada. The limits of work included residential streets in the area south of Leffingwell Avenue, west of Santa Gertrudes Avenue, east of Telegraph Road, and north of Foster Road. The construction included 2,150 elongated tons of Type II Slurry Seal.

PHASE 3 LOCAL STREETS REHABILITATION PROJECT, NORWALK

Joe served as the primary inspector in this Local Streets Rehabilitation Project for the City of Norwalk to rehabilitate multiple street segments within the City. Twenty-one streets with a total of 3.6 centerline miles were included as part of this project. These limits were within the two blocks of Highdale Street between Elaine Avenue and Ibex Avenue and had a PCI rated less than 25 (very poor). The streets were adjacent to Edmondson Elementary School. The replacement of the deteriorated pavement and accessibility ramps was important to improving the safety of the school zone and extending the useful life of the streets. The rehabilitation work involved street repaving which included curb and gutter repairs, slotted cross gutter replacements and pedestrian accessibility ramps at intersection corners to meet current standards.

LAGUNA WOODS BRIDGE REPLACEMENT PROJECT, LAGUNA WOODS

As the construction inspector, Joe was responsible for directing all phases of the project for the City of Laguna Woods, which included demolition, grading, trenching of footings, concrete formwork, falsework, steel rebar placement, and placing of concrete. A total of 270 cubic yards of concrete was placed. Construction included a 1,295 SF area of rock riprap on the upstream side of the bridge, and re-grading of a flood control channel. A comprehensive traffic control plan was in place which included detour signs to redirect neighborhood residents. Extra care and consideration was provided to nearby residents considering the project was located within a gated retirement community.

ANNUAL STREET REHABILITATION & SLURRY SEAL PROJECT, IRVINE

Joe served as inspector for the City of Irvine on this $7.2-million-dollar capital improvement project. The scope of work included removal and replacement of 45 ADA ramps, 2,000 LF of curb and gutter, and 5,400 SF of city sidewalk. Also included in the project scope was grind and overlay, Type I and Type II RAP Slurry seal, adjusting 110 manholes and 464 valves, and installation of 50 traffic loops. Intensive traffic control along Barranca Parkway was necessary due to crossing intersections during grind and overlay operations. Due to the nature of this project, it was necessary to actively respond to all resident questions and addressed needs to the community and City.

ORANGE TERRACE COMMUNITY PARK PROJECT, RIVERSIDE

Joe was the inspector on the Orange Terrace Community Park Project in the City of Riverside. The scope of the project included 275 LF cast-in-place concrete retaining walls, sidewalks, 7 ADA ramps, 4-sets of concrete bleachers, 2 adult-sized baseball diamonds, 2 soccer fields, 2 playground areas with rubberized surface, and 2 parking lots. Joe inspected all work to ensure it was performed according to the project plans and specifications. Regular meetings with City of Riverside Public Works Project Manager and Publics Works Inspectors contributed to the success of this project. Heavy supervision was required to guarantee successful completion of the project and ensure resident satisfaction throughout the construction phase.

RUBEN ROCHA
CONSTRUCTION INSPECTOR



17 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

WIDENING | WATER | SEWER | DRAINAGE | ROADWAY

QUALIFICATIONS

CERTIFIED General Construction Inspector, Traffic Signal Inspector, ADA Curb Ramp Inspector | **CERTIFIED** Nuclear Gauge | **ACI CERTIFIED:** Field Technician Level I Aggregate Testing Lab Technician Level I Trenching & Excavation Awareness | **OSHA CERTIFIED** 40-Hour Hazwoper I 10-Hour Safety Training I Confined Space Safety in Construction **CALTRANS CERTIFIED 125**: Sampling Highway Materials/Products. I 216 & 231: Relative Compaction, Soils & Aggregates (Nuclear). I 504: Air Content, Freshly Mixed Concrete, & Pressure. I 518: Density of Fresh Concrete. I 523 & 524: Method of Test for Flexural Strength of Concrete & Rapid Set Concrete. I 533: Ball Penetration in Fresh Portland Cement Concrete. I 539: Sampling Freshly Fixed Concrete. I 540: PCC Cylinder Fabrication. I 552: Method of Test for Relative Compaction of Polymer Concrete w/ Nuclear Gages. I 556 & 557: Slump & Temperature of Freshly Mixed Cement Concrete. | **GENERAL EDUCATION, BUSINESS ADMINISTRATION/MANAGEMENT** Mt. San Jacinto College, Menifee, 2006

BACKGROUND

Ruben Rocha has over 17 years of experience as a construction inspector as both a Lead inspector and Materials Inspector and technician, with work relating to large large rail, civil and structural transportation projects. His experience on this work involved interpreting and implementing construction plans, compliance with local, State and Federal regulations, ensuring the quality and functionality of concrete and earthwork for road and bridge structures, and he has performed inspections for ADA compliance, piers, reinforcing steel, pier caps, coping for MSE wall, abutments and decks. Ruben has supervised site activities to procure quality deliverables, on time and within budget, and he has performed routine inspections for compliance with regulatory agencies (Caltrans, FDOT & ODOT) to ensure structures met project specifications. Ruben has been responsible for coordinating material testing and performing field inspections, and overseeing conformance of construction work and materials to generally accepted engineering practices and principles, contract documents, geotechnical (soils) reports, and construction plans and specifications. Ruben works well with complex information and can establish and maintain a cooperative and effective working relationship with construction management teams, clients, and the public.

EXPERIENCE

ROUTE 47 GERALD DESMOND BRIDGE REPLACEMENT, LONG BEACH

Ruben served as construction inspector on the Route 47 Gerald Desmond Bridge Replacement Project for the City of Long Beach. The project purpose was to replace the existing Gerald Desmond Bridge, connecting Route 710 to Terminal Island, in order to provide sufficient roadway capacity to accommodate current and future traffic demand, reduce approach grades, provide a structurally sound and seismically resistant bridge, and provide vertical clearance that would allow for existing container ships and new-generation vessels currently being constructed to pass through the Back Channel. Rubens tasks involved the review of the construction plans, provide oversight of concrete testing that included procurement of cylinders, slump, and air content field tests, maintain daily inspector reports and material quantity records through out the construction stages, monitor the construction schedule over the course of construction, and verify that all deliveries had accurate tickets and were from approved suppliers. Ruben additionally reviewed the accuracy of the reported concrete and asphalt yields, issued notices to the Contractor, recorded time and materials in case of disputed work, lead discussions with local homeowners to resolve their concerns, reviewed

plans for sewer systems and expansions, served as a liaison between the municipal client, engineers, and contractors, examined road and utility repairs completed by the contractor and utility company for compliance with the project plans and specifications, and ensured that building plans, materials, safety procedures, and other variables followed Federal, State, and local City codes.

STREET ENHANCEMENT PROJECT, HUNTINGTON PARK

Ruben provided Lead Construction Inspector services to the City of Huntington Park on the Street Enhancement Project. The scope of work included construction improvements of damaged, lifted, broken, and raised curbs, gutters, and cross gutters, the removal and replacement of non-compliant ADA pedestrian ramps, adjustment of existing utilities to finish grade, pavement markings and striping and signage, isolated areas of roadway structural section repair, asphalt concrete pavement grinding, and overlay. Ruben coordinated schedules for trade subcontractors to obtain a smooth and adequate workflow. In addition, he conducted ongoing inspections of the work-in-process to ensure that the final product met drawings and specifications. He also reviewed, inspected and approved traffic control systems in accordance with Caltrans and City standards and requirements, and he assisted the Resident Engineer in all aspects of field work for the project including: inspection of construction operations, along with conducting field labor compliance interviews. Ruben provided support with the contract change orders, tracked weekly statements of working days, prepared service contract documents, kept logs for submittals, RFIs, RFCs, and RFQs, review extra work bills submitted by contractors, and more. The project cost was approximately $2.1 million between the periods of October, 2020 to May, 2021.

HAWTHORNE & PCH WATER MAIN REPLACEMENT PROJECT, TORRANCE

Ruben served as the Water Main Construction Lead Inspector on the Hawthorne and PCH Water Main Replacement Project for the City of Torrance. The project had an estimated budget of $1 million and lasted from January to August of 2020. Ruben provided inspections for the replacement of existing potable water mains including valves, fire hydrants, and service connections where he was responsible for ensuring all work activities were within compliance with the plans and specifications of the project. He also provided inspection of traffic control, demolition, trench excavation, pipe laying, sidewalk reconstruction, streetlights, and traffic signal systems. In addition, Ruben coordinated with the Contractors, City of Torrance personnel, utility companies, surveyors, and stakeholders, and he documented all activity in daily logs, maintained photo records, and recorded all relevant data such as material quantities to the City's Project Manager.

ANNUAL WATER MAIN REPLACEMENT PROJECT, SANTA MONICA

On the Annual Water Main Replacement Project, Ruben served as the Construction Inspector to the City of Santa Monica. His task was to ensure that the work was within compliance with the project plans and specifications. The project involved replacing existing water mains, and then grinding and capping the roadway with rubberized hot mix asphalt, while complying with the inspection and services per Caltrans requirements. Ruben additionally wrote daily reports and kept proper documentation. The approximate cost was $6 million between May, 2019 and January 2020.

MID-COAST TROLLY PROJECT, SAN DIEGO

Ruben was the Construction Inspector and Material Tester on the City of San Diego's Mid-Coast Trolly Project. The Mid-Coast Trolley extended the Blue Line Trolley service from the Santa Fe Depot in Downtown San Diego to the University City community, serving major activity centers such as Old Town, UC San Diego, and Westfield UTC. On this project, Ruben coordinated schedules for trade subcontractors to obtain a smooth and adequate workflow. In addition, he conducted an ongoing inspection of work-in-process to ensure that the final product met drawings and specifications. Ruben also reviewed, inspected and approved traffic control systems in accordance with Caltrans standards and requirements, and he assist the Resident Engineer in all aspects of field work for the project including: inspection of nonstructural construction operations, change order preparation, etc. The project had an approximate cost of $2.1 billion and ran from February, 2018 to May 2019.

CALTRANS DISTRICT 8 ON-CALL FOR HIGHWAYS 10, 61, 15/91, 60, 138 & 58, RIVERSIDE

Ruben served as the Roadway Construction Inspector on this Caltrans project for the County of Riverside. Ruben provided multiple services for the various Caltrans projects in District 8, including inspections of relative compaction tests, soil and asphalt sampling, the preparation of detailed daily reports, quantity estimates, and reviewing contractor's invoices.

ROBERT C. VALLE

CONSTRUCTION INSPECTOR



30 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

ADA RAMP | BRIDGE | PAVEMENT | DRAINAGE | ROADWAY

QUALIFICATIONS

CISEC #2075 Certified Inspector I Sediment & Erosion Control | **QSP #26670** Qualified SWPPP Practitioner **CONFINED SPACE** Cal OSHA Construction Safety and Health | **EXTENSIVE COURSES IN MATHEMATICS & PUBLIC WORKS** | **EXPERIENCE IN:** Capital Improvement Projects, Encroachment Permitting, Job Order Contracts

BACKGROUND

Robert is a highly skilled Public Works inspector with over 30 years of experience. He emphasizes an attention to quality, detail and safety on various types of construction projects. His experience involves supplemental task orders and contract change orders; submittals and RFI's review and response related to constructability; signatory on Notice to Proceed, Progress Payments, Notice of Completion, ensuring project documentation of inspector daily logs, photographs, concurrence of quantities with contractor for payment, and attending meetings with design engineers, stakeholders, and outside agencies. Robert has been responsible for inspector training related to construction, public relations and safety, and for project constructability peer reviews of PS&E. He is well versed in agency special provision that involve Caltrans Standards & Specifications, Standard Specifications for Public Works Construction (Greenbook), public works agency standards, CA MUTCD and WATCH Manual, Regulatory Permits, and NPDES Requirements, alongside document control. Robert also incorporates his skills and knowledge in managing public relations, and he is effective with adept communication toward project stakeholders. He has worked on projects involving road and arterial maintenance and rehabilitation, flood control and bridge repair, grind and overlay, slurry seal, traffic signal upgraids, PCC removal, ADA access ramps replacement, curb, gutter and sidewalk.

EXPERIENCE

SANTIAGO CANYON ROADWAY IMPROVEMENTS, LAKE FOREST

On the Santiago Canyon Roadway Improvements Project for the City of Lake Forest, Robert served as Construction Inspector in charge of the cold milling and asphalt concrete overlay of Santiago Canyon Road (5 miles) including striping/stenciling, traffic control, and over side drains. Coordination with the City of Lake Forest. The project included remedial repair of deteriorated pavement sections. Robert was responsible for all project documentation including Inspection daily logs, weekly statement of working days, project photographs (before, during and post construction), submittal/RFI review and response, and backup for payments. Robert ensured that all NPDES requirements were met, including adherence to the project SWPPP and all necessary BMPs, and to ensure that all material testing met the specifications of the project.

ORTEGA HIGHWAY BRIDGE WIDENING, SAN JUAN CAPISTRANO

Robert was the Principal Construction Inspector for the City of San Juan Capistrano on this $22 million dollar Bridge Widening Project. Robert was in charge of the construction of the widening of Ortega Highway from Antonio Parkway to the start of the City of San Juan Capistrano's right-of-way. The project included the widening of the existing bridge, sewer relocation, bridge concrete barriers and metal beam guard rails. The project also involved various traffic signal improvements, including traffic loops, asphalt concrete pavement and sewer construction, curb and gutter, curb ramps, and traffic control. Coordination with stakeholders involved Caltrans, the City of San Juan Capistrano and the City of Rancho Mission Viejo. Caltrans contributed $10 million towards the project and provided METS inspection. The work was performed under a Double Caltrans Permit as the work was within Caltrans right-of-way. OC Planning in conjunction with RMV retained the services of LAN Engineering (later AECOM) to run the day-to-

day project management which included County inspection and supervision. Ensuring that all NPDES requirements adhered to SWPPP Risk Level 1 and all necessary BMPs had to be met, along with water diversion. Weekly meetings were held with the contractor and stakeholders (Caltrans, City of San Juan Capistrano, and Utility Companies) to review the critical path schedule and 3-look ahead schedule, submittals, RFIs, progress payments and potential contract change orders.

IRVINE REGIONAL PARK CONCRETE AND PAVEMENT OVERLAY IMPROVEMENT PROJECT, IRVINE

Robert was the Construction Inspector for the construction of the Irvine Regional Park Concrete and Pavement Overlay Improvement Project. The project required the remedial repair of deteriorated asphalt concrete pavement sections utilizing Hot Mix Asphalt and Slurry Seal including, crack seal, R&R of curb ramps for ADA compliance, traffic control, phasing, wheel stops and striping/stenciling. Coordination with the Parks Rangers and Park Vendors was required for the phasing to minimize inconveniences to the public park users. Proper BMPs were utilized in order to ensure NPDES compliance. Safety plans were also implemented regarding work adjacent to park users. Robert ensured that all compaction of subgrade, aggregate base, and asphalt concrete met the relative compaction minimum percentage requirements.

GLASSELL AVENUE STREET/BRIDGE WIDENING PROJECT, ANAHEIM

Robert was the Construction Inspector for the Glassell Avenue Street/Bridge Widening Project. The project required adding one lane in each direction over the Santa Ana River Channel, including bike lanes, sidewalk, asphalt paving, striping/stenciling, and bridge lighting. Coordination with the Cities of Anaheim and Orange, Orange County Water District, and the Army CORPS of Engineers was required. All NPDES required adherence to the project SWPPP and all necessary BMPs. Robert ensured project Inspection daily logs, weekly statement of working days, project photographs (before, during and post construction), submittal/RFI review and response, and backup for payments were propoerly documented and delivered accordingly, and that all material testing met project specifications.

FAIRHAVEN AVENUE STORM DRAIN REPLACEMENT PROJECT, TUSTIN

As the Construction Inspector for the City of Tustin on the Fairhaven Avenue Storm Drain Replacement Project, Robert was in charge of the construction of a new 48-inch RCP storm drain that included laterals, catch basins, inlet structures, junction structures, manholes, utility readjustments, cold mill, asphalt concrete paving, striping/stenciling, traffic control and detours. Work included trench compaction and trench paving, grind and overlay of entire road limits, striping/stenciling, manhole construction, driveway approaches, curb and gutter and cross gutters. The project also called for all SWPPP's to adhere to all necessary NPDE and BMP requirements. Robert was responsible for all project documentation including Inspection daily logs, weekly statement of working days, project photographs (before, during and post construction), submittal/RFI review and response, backup for payments, and that all material testing met project specifications.

BROWNING AVE SIDEWALK GAP CLOSURE, TUSTIN

Robert was the Construction Inspector in charge of the construction of a new meandering 700-foot sidewalk within the unincorporated County area of North Tustin on the Browning Avenue Sidewalk Gap Closure Project. Work consisted of unclassified excavation, grading, placing forms for sidewalk, concrete sidewalk, ADA compliant curb ramps, and traffic control. Robert ensured that all NPDES requirements adhered to the project SWPPP and all necessary BMPs. Robert was responsible for all project documentation including Inspection daily logs, weekly statement of working days, project photographs (before, during and post construction), submittal/RFI review and response, and backup for payments. Robert made sure that all material testing met project specifications.

CROWN VALLEY PKWY. ASPHALT OVERLAY & ARTERIAL STREET IMPROVEMENTS, MISSION VIEJO

Robert was the Construction Manager for the Crown Valley Parkway Asphalt Averlay and Arterial Street Improvements Project for the City of Mission Viejo. The work required on this major arterial highway required remedial repair of deteriorated pavement sections, curb & gutter, sidewalks, curb ramps for ADA compliance, traffic control (arterial), detour plans, NPDES compliance, utility adjustments of manholes and valves, and striping and stenciling. Robert lead the coordination with local schools, City of Mission Viejo and Ladera Civic Committee for phasing of the work to minimize inconvenience to the public residents. A portion of the work was within the City's right of way, requiring City permits. Robert established that all compaction of subgrade, aggregate base, and asphalt concrete met the relative compaction minimum percentage requirements.

Docusign Envelope ID: 36001FB7-315A-4198-AFFD-EB51ABDB8A34

MARK LUERA

CONSTRUCTION INSPECTOR



16 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

ADA RAMP | BRIDGE | WATER | DRAINAGE | ROADWAY

QUALIFICATIONS

PUBLIC WORKS PLAN INTERPRETATION & ESTIMATING Citrus College | **REGULATIONS & CODES** County of Orange, County of Los Angeles & Multiple Cities & Municipalities

BACKGROUND

Mark Luera is a public works inspector with over 16 years of experience involving a variety of public works projects. His education at Citrus College involved coursework on Public Works Plan Interpretation and Estimations which entailed plans and estimate time interpretation alongside public works material, labor and equipment standards and requirements. He is thoroughly familiar with County of Orange Public Works regulations, codes and process. His experience also includes working for the County of Los Angeles and City of Manhattan Beach as an Inspector, delivering exceptional multi-tasking capabilities with effective time management techniques. His responsibilities involved inspection of roadway, catch basin and storm drain reconstruction and repair, verifying conformity to plans and specifications, retrieving samples, compiling and reviewing materials, labor records, preparing test specimens and assisting and conducting field tests. Mark additional handled the inspection of concrete and asphalt installation, responded to contractor submittals, schedules, and requests, and verified compliance of pollution measures for the interest of public safety. Mark concurrently worked in the field permit offices, issuing permits for encroachments within the County right-of-way, where he interacted with the public, developing public outreach experience by answering questions and resolving complaints and providing input for local and public agencies. In demonstrating strong communication skills and ability to establish a rapport with the public, Mark has been commended for his positive relationship with constituents.

EXPERIENCE

COWAN HEIGHTS PCC & AC REMEDIAL REPAIR PROJECT, ORANGE PUBLIC WORKS

Mark served as Construction Inspector to the County of Orange on the Cowan Heights PCC and AC Remedial Repair Project. Project site work was located within a number of Orange County streets, including Brighton Drive, Cowan Heights Drive, Highcliff Drive, Huntsman Road, Kimberwick Drive, La Sierra Place, Overhill Drive, Rangeview Drive, Saddlery Road, and Sirrine Drive. Mark's inspection services focused on road maintenance project work being performed under The County of Orange Construction's Job Order Contract. The scope of work for the project included removing existing striping and pavement markings, grinding operations, placement of base materials, asphalt concrete placement, fabrication of structural steel, erection of falsework, placement of concrete, application of a "slurry seal" and re-establishing pavement markings and related work, forms and documentation.

OCEAN VIEW CHANNEL REHABILITATION, ORANGE PUBLIC WORKS

Mark served as Construction Inspector to the County of Orange Public Works Department on The Ocean View Channel Rehabilitation Project. The project required the construction of a 2,200 foot reinforced concrete trapezoidal channel that lined the existing earthen channel. Key tasks that Mark was involved with included inspecting the channel to establish horizontal and vertical control, calculating earthwork quantities for use in conducting earthwork operations and dewatering operations, the installation of steel rebar, the placing of concrete along the walls and invert of the channel, the paving of the access road, the mobilization and demobilization of operations and site preparations. The project was completed on time, within budget, and with acceptable quality control while adhering to all engineer's safety requirements.

LIBERTY VILLAGE NEIGHBORHOOD & MARINE AVENUE PAVEMENT REHABILITATION, MANHATTAN BEACH

Mark served as Construction Inspector for the City of Manhattan Beach for the rehabilitation of approximately 20,600 feet of pavement on the Liberty Village Neighborhood and Marine Avenue Pavement Rehabilitation Project. Mark's inspection work consisted of verifying the cold milling of existing pavement and overlay with rubberized asphalt, AC paving, traffic striping and markings, and traffic loop replacement. In addition, the project involved concrete repair, which including sixty (60) ADA access ramp installations within the Liberty Village and twenty-one (21) along Marine Avenue which also required curb repairs, sidewalk and cross gutter replacements.

2020-21 RESURFACING PROJECT, AVENIDA BARBOSA & BUENA VISTA ST. FROM AVENIDA BARBOSA TO CITY LIMITS - P-1026, IRWINDALE

Mark served as the Construction Inspector for the City of Irwindale on this grind and overlay project with project limits located at Avenida Barbosa (between Buena Vista Street and Arrow Highway) and Buena Vista (from Avenida Barbosa to the City Limits around Village Road). Construction entails separate bid schedules for the work on Buena Vista Street and Avenida Barbosa (2" grind and overlay with associated striping) as well as an alternate bid for an additional 1" grind and overlay on the Avenida Barbosa project limits. This project had a construction cost of $600,000.

LA SEDA PAVEMENT SLURRY SEAL AND SCRUB PROJECT - PHASES I & II, LOS ANGELES PUBLIC WORKS

On the La Seda Pavement, Slurry and Scrub Project, Mark served as Construction Inspector for the County of Los Angeles Public Works Department. The primary objective of this project was to preserve 5 miles of residential roads, located at the South San Jose Hills community, bounded by Giano Avenue, City of West Covina, La Seda Road, and Valley Boulevard. The project was constructed in two phases. Phase 1 included pavement, sidewalk and crosswalk, rehabilitation and repair on all concrete related works including the preparation and installation of missing sidewalks. Phase 2 included pavement preservation treatments. Additional project work requirements included cost estimating, Document Preparation, ADA curb ramp repair, signing and striping.

LOTUS AVENUE PAVEMENT PRESERVATION, LOS ANGELES PUBLIC WORKS

Mark served as Construction Inspector for the County of Los Angeles Public Works Department on the Lotus Avenue Pavement Preservation Project. The goal of the project was to preserve 8.9 miles of residential roads located in the community of East Pasadena bounded by Del Mar Boulevard, Rosemead Boulevard, Huntington Drive, and the Cities of San Marino and Pasadena. The scope included pavement prep-work, parkway improvements, concrete panels along roadways and driveway approaches, and curb ramps upgrades. The proposed construction work involved micro-milling to improve road ride-ability, scrub seal to seal existing cracks, and slurry seal to preserve the pavement and provide a smoother, more finished driving surface. Mark provided project cost estimations, document preparation including environmental study documents, and preliminary design.

PELLISER VILLAGE CONCRETE RESTORATION, LOS ANGELES PUBLIC WORKS

Mark served as Construction Inspector for the County of Los Angeles Public Works Department on the Pelliser Village Concrete Restoration Project, located at Banducci Road, from Stallion Springs Drive to Pelliser Road. Mark was responsible with overseeing project cost estimations, pavement and striping installation, rehabilitation, repair and improvement, and document preparation. This safety and complete street component project consisted, in general, of paving approximately 1.3 miles of roadway shoulders. The goal of the project was to help alleviate the PM-10 problem in the area, create added safety for motorists and avoid potential accident-risk situations by providing a paved surface that would allow for easier vehicle handling, while also providing additional driving correction roadway and reduce "run off the road" type of accidents.

WEST PUENTE VALLEY FAIRGROVE AVENUE PAVEMENT RESTORATION, LOS ANGELES PUBLIC WORKS

Mark provided Construction Inspection services on the West Puente Valley Fairgrove Avenue Pavement Restoration Project, located at the West Puente Valley community bounded by the City of La Puente, Sunset Avenue, Fairgrove Avenue and Willow Avenue. The goal of the project was to preserve 6 miles of residential roads and included sidewalk, crosswalk and landscape safety rehabilitation and repair, pavement rehabilitation, new ADA curb ramp installation, pavement prep-work and preservation, parkway improvements, curb ramps upgrades, and traffic signal, lighting and signage rehabilitation and repair. The proposed work included micro-milling to improve road ride-ability, scrub seal to seal cracks, and slurry seal to preserve the pavement and provide a smoother, more finished driving surface.

Docusign Envelope ID: 36001FB7-315A-4198-AFFD-EB51ABDB8A34

RON OSTENDORF
CONSTRUCTION INSPECTOR



29 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

WIDENING | WATER | SEWER | DRAINAGE | ROADWAY

QUALIFICATIONS

Construction Management & Codes coursework, Saddleback College | **Radiation Safety Officer,** Nuclear Gauges **Certificate** Nuclear Density & Moisture Operation | **Caltrans Certificate Proficiency**, 125 Sample Hwy. Materials 231 Compaction of Soils Aggregates

BACKGROUND

Ron is a Geotechnical Inspector with 29 years of experience in the public and commercial sectors. Ron worked for 26 years as a Construction Inspector for multiple geotechnical firms. His typical duties have included providing daily construction reports, documenting labor and equipment on-site each day and hours worked, observation and testing of fill placement, measuring, calculating, and recording all construction quantities, as well as taking work and site photos. Ron's experience includes a plethora of projects, and he advocates safety and quality at the jobsite. His accuracy and efficiency in the field ensure a successful project. Ron will always advocate tirelessly on behalf of the city's interests, stressing efficiency and proper time management throughout the work.

EXPERIENCE

CITYWIDE RESIDENTIAL STREET REHABILITATION PROJECT, PLACENTIA

Ron served as a Senior Soil Technician overseeing soil testing builders at developments in Ladera Ranch, Coto de Caza, and Rancho Santa Margarita. His responsibilities included directing teams of up 20 Field Technicians, training new hires on the use of san cone equipment and soil classifications, assisting with hillside grading, utility backfill, and footing excavations. Ron also put together final Geotechnical Reports for management review, and maintained company vehicles and nuclear gauges.

GRAND AVENUE BEAUTIFICATION PROJECT - FEDERAL PROJECT HPLUL-5455 (016), DIAMOND BAR

Ron served as Construction Inspector for the City of Diamond Bar for the Grand Avenue Beautification Project. The project consisted of traffic signal equipment replacement, landscape and irrigation improvements, decorative crosswalks, and asphalt pavement rehabilitation of Grand Avenue at Diamond Bar Boulevard and Grand Avenue at Longview Drive. New decorative traffic signal poles and mast arms were installed within in the existing right-of-way. Several signal foundations required removal and, due to utility locations, the placement of temporary signal equipment to place a new foundation in the same location. Two of the signal foundations required re-design and engineering calculations due to utility conflicts. A decorative City monument sign was installed east of the Longview Drive city limit, and decorative pre-cast concrete posts and wood rails were installed along the sidewalks and median islands. This was tied together with irrigation, landscaping, tree wells with tree grates including in-ground up-lighting for the parkway trees, and median landscaping with decorative rocks set in a concrete bed. Work also included the installation of decorative sidewalks and ADA ramps with colored concrete and decorative pavers at each intersection. Due to the traffic volume on Grand Avenue, this work was scheduled and coordinated in two phases: inside and outside lanes over two weekends. The removals began on Friday evening, concrete was formed and poured on Saturday, pavers were installed on Sunday, and full traffic operations were restored for the Monday morning peak traffic. The work was completed on time.

RESIDENTIAL AREA 7 & ARTERIAL ZONE 5 ROAD MAINTENANCE, DIAMOND BAR

Ron was the inspector on the Area 7 and Arterial Zone 5 Road Maintenance Project for the City of Diamond Bar. The limits of this project included a total of 19.5 centerline miles of residential, collector and arterial streets within the city. The scope of work included rehabilitation of the roadway using primarily slurry seal and chip seal methods. In areas of extreme degradation, an asphalt overlay or full width grind and replacement was recommended depending on funding availability. In order to provide an accurate design, a field walk was coordinated to note any necessary localized AC removal and replacement patches, damaged curb & gutter, and non-ADA compliant sidewalks. This full breadth field survey also included the correlation of field work items through photographs and tables in order to ensure that the full scope of work was identified. The best rehabilitation method was recommended to the City, based on existing field conditions and the allotted project budget.

TELEGRAPH ROAD MEDIAN IMPROVEMENTS & REHABILITATION, PICO RIVERA

Ron provided inspection Services to the City of Pico Rivera on the Telegraph Road Landscape Median Improvements Project. The project limits were on Telegraph Road, between Rosemead Boulevard and Passons Boulevard and on Rosemead Boulevard between Telegraph Road and Vista Del Rosa. This high profile project was funded by the Federal Highway Safety Improvement Program (HSIP) and Proposition C. A portion of the project limits were in the City of Downey, and multi-agency coordination was essential to the success of the project. Telegraph Road is a major residential and commercial thoroughfare running east-west. The roadway rehabilitation comprised of reconstruction of heavily deteriorated areas, including the Telegraph Road and Lindell Avenue intersection. The work also included a 2.5" grind and ARHM overlay. The project also called for curb and gutter, sidewalk, curb ramps, and landscape median improvements. The landscape component entailed fine grading, automatic irrigation installation, constructing a moisture barrier, and placement of over 16,000 tons of mulch, nearly 2,000 shrubs, 85 trees, and 50 brown trunk palms. This project was hailed as a landmark project for the City, and a ribbon cutting ceremony was held to celebrate the completion of work.

CITYWIDE RESIDENTIAL STREET REHABILITATION PROJECT, PLACENTIA

Ron provided inspection services to the City of Placentia for the Citywide Residential Street Rehabilitation Project. The project was funded by a variety of sources including Gas Tax, Proposition 1B, Measure M1, and Measure M2. The analysis included 75 miles of roadway and the actual design spanned 35 miles. The scope of work entailed rehabilitating the roadway using primarily Type II slurry seal, chip seal, and portions of full R&R. The final design included rehabilitating 41% of the City's residential roadways, including 109 new ADA compliant curb ramps, 5,445 tons of slurry, 105,050 SY of chip seal, grind and overlay with 35,000 tons of AC paving, adjusting 209 manholes and 369 water valves, and 2,363 LF of curb and gutter. OE reviewed the City's 2011 Pavement Management Report, and completed a reconnaissance field survey to better understand the existing pavement conditions. The field survey included walking each proposed roadway to make recommendations for necessary localized AC R&R patches, and to identify damaged curb & gutter and uplifted, or non-ADA compliant sidewalks. The project also required providing a location matrix with photographs for each recommended repair, along with the estimated budget allocation for each location and work item.

ATLANTIC AVENUE & FIRESTONE BOULEVARD INTERSECTION IMPROVEMENTS, SOUTH GATE

Ron provided inspection services for the City of South Gate on this $6 million project. The project limits were on two arterial streets: Atlantic Avenue from Firestone Boulevard to Patata St. (~1,300 LF) and Firestone Boulevard, from Dorothy Avenue to Atlantic Ave. (~2,200 LF). The project involved the widening and realignment of the intersection to increase the number of thru, left turn lanes, the length of turn pockets, and right turn lanes. In addition to the widening, the scope entailed a concrete approach to the intersection; concrete intersection; grind and ARHM overlay; four legs of the intersection; 50,000 SF of sidewalk, 1,850 LF of curb and gutter, 2,100 LF of DIP waterline and 2,840 LF of recycled waterline, and 4,656 LF of median island curb with decorative landscaping and a city monument sign. This project was funded with Measure R, MTA and other state funding sources, and required the preparation of an award package and the continued upkeep of project files, invoices, reports and submittals in accordance with Caltrans' LAPM.

ROSINI & ROSEWOOD REHABILITATION PROJECT - PHASE II, COMMERCE

Ron was the construction inspector for the City of Commerce on Phase II of this politically-sensitive residential reconstruction project. The $1.4 million project spanned 6,960 LF of reconstruction, utilizing Full Depth Reclamation (FDR). The scope included excavating 14 inches of roadway, treating a 10-inch section of base with cement, adjusting 33 manholes and 19 valve lids, installing loops, and traffic striping. Furthermore, the project entailed conducting a pavement investigation, including a traffic count analysis, and review of curb, gutter and sidewalk to design an enduring solution. The plans included a full plan and profile and signing and striping plans for all roadways.

TIM STANLEY

CONSTRUCTION INSPECTOR



32 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

ADA RAMP | PARK | WATER | DRAINAGE | ROADWAY

QUALIFICATIONS

CALTRANS CERTIFIED **CTM-375:** AC Pavement In-Place Density | **CTM-201:** Sample Preparation | **CTM-539:** Concrete Sampling | CTM-533: Ball Penetration | **COURSEWORK** Public Works Inspector & Business Administration and Computer Technology

BACKGROUND

Tim is a Public Works Inspector with 32 years of experience working almost exclusively as a Public Works Inspector for a variety of cities including the cities of Anaheim, La Quinta, Murrieta, Mission Viejo, Fremont, and Hawthorne. Tim's experience includes projects of all sizes. His accuracy and efficiency in the field ensures a successful and well-documented project, from construction through closeout. Tim's work will always include making sure that the jobsite is safe and that the contractor is efficient with his time. He has worked on community facilities, and roadway projects including traffic signal, storm drain, sewer and water projects. His experience and familiarity with Caltrans makes him a valuable addition to any Public Works Inspection team.

EXPERIENCE

INGLEWOOD AVENUE & FLAGLER LANE RESURFACING, REDONDO BEACH

Tim provided Construction Inspection services to the City of Redondo Beach on the Inglewood Avenue and Flagler Lane Resurfacing Projects. The project limits are on Inglewood Avenue between Grant Avenue and 190th Street (3,800 linear feet) and on Flagler Lane from 190th Street to Beryl Street (1,060 linear feet) adjacent to the Dominguez Park and Redondo Beach Dog Park. The project includes asphalt and concrete removals, street resurfacing, driveway and alley approaches, cross gutter and spandrel construction, ADA curb ramp construction, utility adjustment, cross gutter replacement, slot paving, signing and striping, tree removal and installation, seal coating, traffic loop detector installation, and other items per plans and specifications.

ELM STREET RESURFACING & WATERLINE REPLACEMENT, BREA

Tim was a Senior Inspector for the City of Brea. The project's roadway improvements spanned 4,100 LF and included a 2-inch cold mill, 2.75-inch Type III-B2 base course, and a 2-inch ARHM overlay. The scope also included widening the street to accommodate 5-foot sidewalks, replacing access ramps to meet ADA standards, installing 2 new cross-gutters, repairing 2 additional cross-gutters, and replacing several homeowner driveways. Furthermore, the waterline improvements included abandoning a 6-inch main, connecting 7 side-street water lines to the existing 12-inch water main on Elm Street, installing 42 water valves ranging in size from 8-inch to 12-inch, connecting 62 existing water services to the 12-inch main, and installing 12 new fire hydrant assemblies. This project required heavy traffic control and coordination with residents.

STREET IMPROVEMENTS AT VARIOUS LOCATIONS (CIP 186 & 190), HERMOSA BEACH

Tim provided Construction Inspection services for Street Improvements at Various Locations through out the City of Hermosa Beach. The purpose of the project was to restore the surface integrity of the streets, improve the ride quality and safety, as well as mitigate any potential hazards by means of pavement resurfacing. The project included 5,135 feet of full depth street repairs, 3,186 tons of grind and overlay rehabilitation, and 38 ADA Ramp upgrades, along with various sidewalk repairs. OE also provided the City with community coordination by means of establishing public accessable online web maps to inform and update the public on the project, as well a the distribution of public notifications.

CYCLE 1 WATER MAIN INFRASTRUCTURE IMPROVEMENT PROJECT, MANHATTAN BEACH

Tim provided Construction Inspection services to the City of Manhattan Beach on the Cycle 1 Water Infrastructure Improvement Project that included the excavation and installation of over 3200 linear feet of 6-inch and 8-inch Ductile Iron Pipe, water valves, curb to curb pavement rehabilitation, ADA compliant curb ramp replacements, all appurtenant work, and 19 valves at the following 6 locations in the City, with all but Manhattan Beach Blvd. requiring street resurfacing for the entire width of the roadway: 12th Street, from Meadows Avenue to Peck Avenue; 23rd Street, from Redondo Avenue to Herrin Avenue; Manhattan Beach Boulevard, from Pacific Avenue to Sepulveda Boulevard; 17th Street, from Meadows Avenue to Rowell Avenue; 22nd Street, from Redondo Avenue to Herrin Avenue; and Herrin Avenue, from 22nd Street to 23rd Street. The project presented unique challenges in coordinating traffic control, work hours, and minimizing the impact to Meadows Elementary School. Portions with deficient fire flow capacity were selected based on pipe size and locations containing severe operations and maintenance issues in order to resolve fire flow and residual pressure, and to minimize potential for negative impacts to public health, the environment, and the number of residents impacted by main breaks, and allowing for more isolated main shutdown during emergency repairs. This project had a 220 working day schedule.

MERCED AVENUE LINEAR PARK PROJECT (CIP 003), EL MONTE

Tim provided Construction Inspection services to the City of El Monte on the Merced Avenue Linear Park Project, CIP 003, located on Merced Avenue between Garvey Avenue and Towneway Drive. The improvements consisted of constructing a 1.1-acre linear park within the existing roadway to provide traffic calming through lane reduction, tree planting, seating, picnic areas, play and fitness equipment, sidewalk, planting areas, protective fencing, solar lighting, trash receptacles, bike racks, stormwater retention areas, and all other work as indicated in the construction documents. Replacement of existing 6" and 8" water mainline along the east side of Merced Avenue was also included as part of this project. Additionally, OE provided public outreach support on the project. The Project was funded through the Clean California Grant Funds and Local Funds.

INGLEWOOD AVENUE & FLAGLER LANE RESURFACING, REDONDO BEACH

Tim provided Construction Inspection services to the City of Redondo Beach on the Inglewood Avenue and Flagler Lane Resurfacing Projects. The project limits are on Inglewood Avenue between Grant Avenue and 190th Street (3,800 linear feet) and on Flagler Lane from 190th Street to Beryl Street (1,060 linear feet) adjacent to the Dominguez Park and Redondo Beach Dog Park. The project includes asphalt and concrete removals, street resurfacing, driveway and alley approaches, cross gutter and spandrel construction, ADA curb ramp construction, utility adjustment, cross gutter replacement, slot paving, signing and striping, tree removal and installation, seal coating, traffic loop detector installation, and other items per plans and specifications.

ELM STREET RESURFACING & WATERLINE REPLACEMENT, BREA

Tim was a Senior Inspector for the City of Brea. The project's roadway improvements spanned 4,100 LF and included a 2-inch cold mill, 2.75-inch Type III-B2 base course, and a 2-inch ARHM overlay. The scope also included widening the street to accommodate 5-foot sidewalks, replacing access ramps to meet ADA standards, installing 2 new cross-gutters, repairing 2 additional cross-gutters, and replacing several homeowner driveways. Furthermore, the waterline improvements included abandoning a 6-inch main, connecting 7 side-street water lines to the existing 12-inch water main on Elm Street, installing 42 water valves ranging in size from 8-inch to 12-inch, connecting 62 existing water services to the 12-inch main, and installing 12 new fire hydrant assemblies. This project required heavy traffic control and coordination with residents.

ARROW HIGHWAY & LONE HILL AVENUE IMPROVEMENT, SAN DIMAS

Tim was the inspector on the City of San Dimas' Arrow Highway & Lone Hill Avenue Improvement project. The project limits included the Arrow Highway and Lone Hill Avenue intersection, Lone Hill Avenue from 500 feet north of Arrow Highway to Cienega Avenue, and Gladstone Street from Monte Vista Avenue to San Dimas Avenue. The scope of work included 2,364 CY of excavation, removing 1,268 LF of concrete curb and gutter, 6,229 SF of concrete sidewalk, and 965 LF of curb, constructing river rock cobble paving in the medians on Arrow Highway, installing 7,299 tons of asphalt concrete pavement, constructing Class II aggregate base, and cement-treated base. Furthermore, the project entailed 10,332 SF of cold-milling to 2-inch depth of asphalt concrete pavement, constructing 8 inches of PCC curb and gutter, 6 inches of PCC curb and gutter, a commercial driveway, 5-foot-wide PCC sidewalk, and 12 curb ramps. In addition, the work involved adjusting the landscape and irrigation system on the medians, installing traffic signals on Arrow Highway at the Lone Hill intersection, removing 5 trees, installing Asphalt Rubber Hot Mix, installing 31 traffic loops, adjusting water and gas valves and manholes to grade, relocating traffic signal pull boxes, and installing a catch basin.

CARLOS LOPEZ

CONSTRUCTION INSPECTOR



38 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

ADA RAMP | BRIDGE | WATER | DRAINAGE | ROADWAY

QUALIFICATIONS

AA DEGREE Civil Engineering Technology, LA College | **CHANNEL INSPECTION** Drainage & Flood Control **4 YEARS** Supervising Inspector, County of Orange | **23 YEARS** Supervising Inspector, County of Orange

BACKGROUND

Carlos is a Construction Inspector with 38 years of experience in public works inspection. Carlos has worked for 23 years as a Senior Construction Inspector and 4 years as a Supervising Construction Inspector for the County of Orange. His knowledge of the Orange County Standards & Construction Specifications Manual is unmatched. On each project, he was responsible for performing quality assurance inspections to achieve compliance with the contract documents, plans, and specifications on all phases of construction. His inspection work experience extends to roadway and heavy drainage, paving, structures, grading, sewer, water, electrical and sign installation, and landscaping items - many projects which have required extensive utility relocation coordination. Carlos brings the knowledge and experience to make on-site decisions and to coordinate effectively with the Resident Engineer to ensure that any project is a success.

EXPERIENCE

LINCOLN BLVD. REPAVING PROJECT - FEDERAL GRANT, SANTA MONICA

On the Santiago Canyon Roadway Improvements Project for the City of Lake Forest, Robert served as Construction Inspector in charge of the cold milling and asphalt concrete overlay of Santiago Canyon Road (5 miles) including striping/stenciling, traffic control, and over side drains. Coordination with the City of Lake Forest. The project included remedial repair of deteriorated pavement sections. Robert was responsible for all project documentation including Inspection daily logs, weekly statement of working days, project photographs (before, during and post construction), submittal/RFI review and response, and backup for payments. Robert ensured that all NPDES requirements were met, including adherence to the project SWPPP and all necessary BMPs, and to ensure that all material testing met the specifications of the project.

PALOS VERDES BOULEVARD REHABILITATION, I-121, TORRANCE

Carlos provided inspection services to the City of Torrance on the Palos Verdes Boulevard Rehabilitation Project. The scope of work included rehabilitating Palos Verdes Boulevard between Pacific Coast Highway (PCH) to the City of Torrance southern city limits. The roadway rehabilitation included variable depth cold-milling and overlay, and full-depth repairs on severely deteriorated areas. The project also included concrete improvements to curb, gutter, sidewalks, driveway aprons, cross-gutters, traffic signal upgrades, and new Class 2 bike lanes. Furthermore, the scope of work entailed repairing and lining a sewer pipe, catch basin modifications, landscaping, irrigation, cobblestone hardscape, ADA ramps, and traffic striping.

WILDCAT WAY REHABILITATION PROJECT, BREA

Carlos provided inspection services on the Wildcat Way Rehabilitation Project in the City of Brea. The project limits are on Wildcat Way from Lambert Road to the Brea-Olinda High School driveway. The scope of work entailed removing and reconstructing curb ramps, installing three 8 ft. truncated domes on the existing curb ramp, installing a 4 ft. truncated dome on the existing curb ramp, 31,500 SF of variable depth from 0" to 2", and 1,800 tons of rubberized asphalt overlay. Furthermore, the project required removing and constructing 750 SF of sidewalk, furnishing and adjusting 11 water gate valves, adjusting 11 manhole frames and covers, traffic striping, and traffic control.

HARBOR BOULEVARD & ADAMS AVENUE IMPROVEMENT PROJECT, COSTA MESA

Carlos was the Construction Inspector for the City of Costa Mesa on the Harbor Boulevard & Adams Avenue project and was funded by Measure 2, State-Local Partnership Program, and Traffic Impact Fee funds. The project required adding a third dedicated left-turn lane eastbound on Adams Avenue, a second dedicated right-turn southbound on Harbor Boulevard, and lastly, extending the northbound left-turn lane on Harbor Boulevard. It consisted of major widening along the southerly side of Adams Avenue near the intersection. The project also included decorative crosswalks at the Harbor Boulevard—Adams Avenue intersection, traffic signal modifications, median alterations, landscaping, and a general grind and overlay of the roadway. Harbor Blvd. & Adams Avenue are two heavily used arterial roads that provide access to multiple businesses and shopping centers, and access to the Orange Coast College, as a result of the construction heavy traffic control was required. This project was identified in a Memorandum of Understanding (MOU) executed by OCTA, Costa Mesa, Fountain Valley, and Huntington Beach for the Garfield Avenue—Gisler Avenue Bridge over the Santa Ana River.

ATLANTIC BOULEVARD & FIRESTONE AVENUE REHABILITATION PROJECT, SOUTH GATE

Carlos was an Inspector on this project for the City of South Gate. The project limits were on two arterial streets: Atlantic Avenue from Firestone Boulevard to Patata St. (~1,300 LF) and Firestone Boulevard, from Dorothy Avenue to Atlantic Ave. (~2,200 LF). The project involved the widening and realignment of the intersection to increase the number of thru, left turn lanes, the length of turn pockets, and right turn lanes. In addition to the widening, the scope entailed a concrete approach to the intersection; concrete intersection; grind and ARHM overlay; four legs of the intersection; 50,000 SF of sidewalk, 1,850 LF of curb and gutter, 2,100 LF of DIP waterline and 2,840 LF of recycled waterline, and 4,656 LF of median island curb with decorative landscaping and a city monument sign. This project was funded with Measure R, MTA and other state funding sources, and required the preparation of an award package and the continued upkeep of project files, invoices, reports and submittals in accordance with Caltrans' LAPM.

TUSTIN AVENUE & BRIDGE WIDENING AT HANDY CREEK, ORANGE

Carlos served as the Construction Inspector on this street and bridge widening project. The project entailed widening Tustin Ave. from Orangethorpe Ave. to 2,000' south and widening the bridge at Handy Creek. Construction included curb and gutter, sidewalk, ADA ramps, bridge piles, abutment extensions, vertical wall reinforced concrete channel at bridge undercrossing, AC bridge approach to BNSF railroad crossing. Carlos performed all duties of inspector, including earthwork, line and grade for street improvements, driving of piles to specified bearing and tip elevation, forms, reinforcing steel bar, concrete placement for bridge structures, relocation of OCSD sewer main, coordination with OCSD Inspection, BNSF for work adjacent to tracks including obtaining BNSF safety card as required, measuring, calculating quantities for progress payments, work site photos for project records, provided Contract Change Order drafts to Resident Engineer for submittal. Carlos coordinated utility relocations to keep the project on schedule. In addition to inspecting the utility relocations to ensure permit requirement compliance and proper horizontal and vertical locations, Carlos effectively coordinated meetings with affected utilities, provided management of construction activities, ensured traffic control, and reviewed utility agreements, and utility relocation plans, and identified critical delivery constraints for all utilities. For the drainage work on this project, Carlos reviewed the Contractor's Haul Plan identifying the route for hauling material, traffic control, and ensured compliance with the Specifications and the MUTCD.

GLASSEL STREET BRIDGE WIDENING, ORANGE

Carlos served as the Construction Inspector on this bridge widening project on Glassell Street over the Santa Ana River. Construction included phased traffic detours, curb and gutter, sidewalks, steel piles, pile caps, abutment extensions, precast girders, bridge restrainers, decorative retaining walls, AC bridge approaches, bicycle/pedestrian bridge undercrossing, temporary and final relocation of irrigation main and lines. Carlos coordinated utility relocations to keep the project on schedule. He was tasked with coordination of extensive utility relocations. Carlos inspected the utility relocations being performed by each respective utility company to ensure that they met applicable permit requirements and confirmed that the horizontal and vertical location of the utility was in accordance with the requirements of the utility agreement and the construction contract drawings. Carlos performed all duties of inspector, including diversion of river flows, installation of phased traffic detours, earthwork, line and grade for street improvements, driving of piles to specified bearing and tip elevation, forms, reinforcing steel bar, concrete placement for bridge structures, fabrication of concrete strength test specimens, measuring and calculating quantities for progress payments, coordination with OC Water District for river flow diversions, performing a force account analysis resulting in a savings to the County, and preparing Contract Change Order drafts.

JORGE ROCHA

CONSTRUCTION INSPECTOR



45 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

ADA RAMP | BRIDGE | WATER | DRAINAGE | ROADWAY

QUALIFICATIONS

BS Civil Engineering, Instituto Tecnologico Centro Americano, El Salvador

BACKGROUND

Jorge Roque has more than 45 years of experience in overseeing the design and engineering of street and highway improvement projects. As a Public Works Associate, he has managed Capital Improvement Projects for 14 years. In this time, Jorge supervised inspectors and managed project progress to ensure compliance with project quality assurance procedures. He prepared plans and specification for street and infrastructure improvements according to Public Works Standards. As a Permit Department Manager, Jorge performed work, calculating fees, and establishing permit conditions according to scope of work. Jorge additionally performed plan checking and reviews involving plans for street improvements, water main and sewer improvements, along with grading, calculated checks on grading, infrastructure, and roadway improvements projects.

EXPERIENCE

RESIDENTIAL STORM DRAIN & SEWER LINE INSTALLATION, MONTEBELLO

Jorge served as the construction inspector for the City of Montebello on the Storm Drain and Sewer Line Installation Project. The project involved constructing 5,000 LF of sewer line and manholes along with 4,500 LF of 48" diameter corrugated storm drain pipe, 22 catch basins, and head walls for inlets and outlets with grouted 12" diameter rip rap rocks. This project was a part of a 1,200 residential unit (600 acres) construction effort within the City of Montebello in Montebello Hills, located east of Montebello Boulevard, from Michael Collins to San Gabriel Boulevard. In addition to verifying on-site safety, Jorge also observed and documented all aspects of the construction, including conducting inspections on required trench layout work, material allocation, pipe bedding, pipe laying, shoring, catch basins and pipes inverts that were also closely verified by the Surveyor, to make sure the work was in accordance with the plans and specifications.

MONTEBELLO BOULEVARD BIKE LANE & SIDEWALK IMPROVEMENT, MONTEBELLO

Jorge served as construction inspector on the Montebello Boulevard Bike Lane and Sidewalk Improvement Project for the City of Montebello. The project limits were approximate 1.3 miles, from Lincoln Avenue to Paramount Boulevard. Jefferson Avenue to Paramount Boulevard involved street widening which included adding a bike lane that required an excavation of approximately 8,000 cubic yards of dirt and the construction of 750 LF of a 5-ft. high retaining wall along the easterly side at the Costco Way intersection. This also invovled the construction of 2,500 LF of 12-inch diameter C900 PVC for reclaimed water, the construction of 6,000 LF of curb and gutter, 12,000 LF of a new raised median curb, 40, 000 square feet of sidewalk, along with upgrading 25 curb ramps for ADA compliance. A raised median was also installed, with a decorative river-rock dry stream as part of the percolation and storm water infiltration system at 22 locations, 18-in. wide decorative decomposed granite along the perimeter of medians with planting and drip irrigation system. Approximately 150 of 24" box trees were planted, along with 3,700 1-gallon trees and 5,500 SF of ground covers were also planted. Bus shelters were installed at two locations, and a reclaimed water line was constructed from Lincoln Avenue to Jefferson Avenue along with infrastructure, water line, gas line and streetlights relocations due to the street widening. Overall, approximately 500,000 SF of grind and overlay were ground and 10,000 tons of AC were installed. All of the surveying monuments were re-installed and recorded at the Los Angeles County surveying Department after paving.

PAVING THE WAY ARAM INSTALLATION & IMPROVEMENT AT 60 STREETS, MONTEBELLO

Jorge served as construction inspector for the construction of this ARAM Installation Project for 60 streets in the City of Montebello. The project involved Micro Mill, Skin Patch, Crack Seal, Asphalt Rubber Aggregate Membrane, Hot Mix Asphalt Paving, Utilities Adjustments to new grade, and striping and markings. Jorge's tasks included inspection following micro milling to determine the areas where skin patch and crack seals were required before the ARAM (Asphalt Rubber Aggregate Membrane) application. After the ARAM, the contractor installed Recycled hot mix asphalt paving. The 60 streets were resurfaced with the design of being maintenance free for 10 to 15 (or more) years. Jorge observed every aspect of construction and documented labor and material allocations.

WASHINGTON BLVD. STREET IMPROVEMENTS-WEST TO EAST CITY LIMIT-PHASE II, MONTEBELLO

Jorge served as the construction inspector for the construction of this federal contract compliant major arterial roadway improvement and pavement rehabilitation of Washington Boulevard, from the east City limit to the west City limit in the City of Montebello. The project consisted of pavement rehabilitation, new landscaped median islands, a City monument sign, bus pads, ADA improvements, sidewalk and curb and gutter improvements. Also included were roadway safety improvements and signing and striping. A pavement analysis was conducted, along with alternate rehabilitation strategies which included a budget analysis to complete as much of the street improvements as the fixed project budget would allow. Jorge was responsible for Notice-to-Proceed issuance, review of change orders and progress payments, as well as overseeing compliance with the project's plans and specifications, along with compliance with the City's requirements and ordinances (hours of work, noise ordinance, etc.). Jorge also oversaw the general performance of the Contractor, provided daily inspection reports and clearly identified the daily activities, work accomplished, number of employees and equipment on the job, and issues and concerns during the project.

BLUFF ROAD IMPROVEMENT PROJECT MONTEBELLO

Jorge provided construction inspection services to the City of Montebello on the Bluff Road Improvement Project. The project limits were from Sycamore Street to Oakwood Street. Jorge inspected compliance with the plans and specifications of the contract, oversaw traffic control, and provided daily log and inspection report entries, including pictures of the project. Jorge also reviewed and reported contractor claims, prepared weekly update reports, reviewed the contractor's invoices, verified completed work, and approved all quantities. This project included the removal and replacement of broken concrete sidewalk, reconstruction of curb and gutters, an upgrade of 6 curb ramps to comply with ADA requirements, the removal and replacement of 100 LF of metal beam guard railing, dig outs on asphalt cold milling of existing 2-in.-deep asphalt and installing 2 inches of asphalt where approximately 1,100 tons of asphalt were being installed. The project also included the adjustment of utility covers, traffic striping, pavement markings and curb painting.

ELLINGBROOK DRIVE IMPROVEMENT PROJECT, MONTEBELLO

Jorge provided construction inspection services to the City of Montebello on the Ellingbrook Drive Improvement Project. The project limits were from Firvale Avenue to the easterly end of the cul de sac. Jorge provided compliance with the plans and specifications of the contract, along with overseeing traffic control, and provided daily log and inspection report entries, including pictures of the project. Jorge also reviewed and reported contractor claims, prepared weekly update reports, reviewed contractor's invoices, verified completed work, and approved all quantities allocated. This project included the removal and replacement of broken 3,500 SF of sidewalk, removal and replacement of 900 SF of driveways, reconstruction of 220 LF of curb and gutters, upgrading 12 curb ramps to comply with ADA requirements, 84,000 SF of asphalt, cold milling 2-in.-deep asphalt and installing 2 inches of asphalt where approximate 1,250 tons of asphalt were installed. Jorge also oversaw the adjusting of utility covers, traffic striping, pavement markings and curb painting.

MAPLE AVENUE IMPROVEMENT PROJECT, MONTEBELLO

Jorge provided construction inspection services to the City of Montebello on the Maple Avenue Improvement Project. The project limits were from Washington Boulevard to Mines Avenue along Maple Avenue. This project included the removal and replacement of broken sidewalk, driveways, reconstruction of curb and gutters, upgrading ADA curb ramps to compliance, cross gutters removal and replacement, and asphalt cold milling of 2-inch-deep asphalt and installing 2 inches of asphalt. Jorge provided compliance with plans and specifications of the contract, as well as overseeing traffic control, and he provided daily log and inspection report entries, including pictures of the project. Jorge also reviewed and reported contractor claims, prepared weekly update reports, reviewed contractor's invoices, verified completed work, and approved all quantities allocated. Jorge additionally inspected the adjusting of utility covers, traffic striping and markings, pavement markings and curb painting.

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JEFFREY EATON, QSP

CONSTRUCTION INSPECTOR



35 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

ADA RAMP | BRIDGE | WATER | SEWER | ROADWAY

QUALIFICATIONS

QSP Qualified SWPPP Practitioner | **35 YRS. PUBLIC WORKS CONSTRUCTION** The County of Orange **AS: CONSTRUCTION MANAGEMENT** Santiago Canyon College | **3 YRS. STUDY & COMPUTER SCIENCE** California State University, Fullerton, '01-'04

BACKGROUND

Jeffrey Eaton is a long-time experienced and motivated construction inspector, having acquired successful employment with many reputable companies. Jeffrey has also recently obtained an AS degree in Construction Management from Santiago Canyon College. Jeffrey has accumulated 35 years of experience in public works construction for the County of Orang alone, with 11+ years of that in serving as a construction inspector for County Capital Improvement Projects, which called for encroachment permits, subdivisions, job order contracts, and Caltrans projects. Jeffrey has recently come out of retirement, having last served as a Senior Construction Inspector with a current certificate for Qualified SWPPP Practitioner (QSP). In his previous experience involving with public works projects, Jeffrey was involved in/responsible for testing and inspecting construction materials, performing geotechnical investigations, and pavement design and rehabilitation.

EXPERIENCE

PAVEMENT ANALYSIS & INVESTIGATIONS, SANTA ANA

Jeffrey provided construction inspection services and supervised engineering technicians in the process of performing pavement analysis and investigations in the City of Santa Ana. Additional work for Jeffrey included performing the pavement analysis using ground penetrating radar and a falling weight deflectometer, and the design work for overlay thicknesses for the County's resurfacing projects. Jeffrey also reviewed plans and specifications for The County Public Works Projects in which he wrote geotechnical and materials reports for the County geotechnical engineer, in which involved design work requiring compliance to The County Standard Plans and Greenbook Specifications. Further design work included traffic control plans using the MUTCD, and further geotechnical investigations involved field techniques such as drilling, site reconnaissance, and visual inspection. Lastly, Jeffrey assisted the geotechnical engineer and engineering geologist in inspecting the Seven Oaks Dam periodically, lending a geotechnical engineer point of view.

ROADWAY REHABILITATION DOCUMENTATION & DRAFT REPORTING, SANTA ANA

Jeffrey was tasked with evaluating and analyzing designed road structural sections for rehabilitation, writing Materials Reports for geotechnical projects, subdivisions, and arterial highways, and writing street rehabilitation reports for County and City road projects. This included reports on strategies for rehabilitation, along with mapping removals and replacements, including measuring quantities. Jeffrey was also involved in the design and implementation of various computer applications and drafting boring logs, project exhibits, and maps.

RIGHT-OF-WAY AND PROPERTY PERMITS INSPECTION, ORANGE

Jeffrey provided construction inspection services on public works construction projects involving work in The County of Orange Right-of-Way and County Property Permits. This included inspecting various permits for homeowners, utility companies, developers, and businesses. Jeffrey also reviewed engineering plans for permit construction, which

required the use of the County's CPP system. Jeffrey further inspected the subdivision work, which included curb and gutter, sidewalk, paving, storm drain, catch basins, landscaping, grading, and utility installment. Jeffrey also performed grading inspections in subdivision construction for private property projects, which included inspecting mass grading in subdivision, retaining walls, and building foundations, along with reviewing certificates of compliance from engineers and contractors, and reviewing grading plans and geotechnical reports. Jeffrey made sure to perform the daily entries into the department's APPS system.

OSO PARKWAY BRIDGE AT SR-241 CALTRANS PROJECT, ORANGE

Jeffrey served as the Lead Construction Inspector on Oso Parkway Bridge at SR 241 Caltrans Project. The project involved the inspection of temporary traffic control, paving, grading, storm drain, traffic signals, striping, post construction BMP's, temporary BMP's, a concrete barrier, The Midwest Guardrail System, overhead sign structures, roadside signs, toll road booth structure removal, toll plaza construction (with jointed plane concrete pavement), bridge pile driving, temporary soil nail shoring, bridge abutment, and a bridge approach slab. Jeffrey additionally assisted the structure inspector for a bridge construction inspection. Other tasks Jeffrey performed included writing daily inspection reports, preparing weekly statement of working days, preparing monthly progress payments, and reviewing submittals and RFI's, along with reviewiing extra work bills, and maintaining a professional working relationship with the Resident Engineer, Structure Inspector, Caltrans Permit Coordinator, Transportation Corridor Agency, Design Engineer, and the general public.

OCPW CAPITAL IMPROVEMENT PROJECTS, ORANGE

Jeffrey provided construction inspection services on Capital Improvement Projects for County of Orange Public Works (OCPW) on work that included arterial highway construction, storm drain construction, slurry seal, asphalt concrete overlay, landscaping, flood control construction, and structural concrete. Part of Jeffrey's tasks required the review of plans, special provisions, and estimates for various types of projects, writing contract change orders, preparing progress payments with quantity calculations, reviewing contract submittals and RFI's, reviewing extra work bills, preparing weekly statement of working days, and producing daily inspection reports. Jeffrey also conducted preconstruction meetings and weekly progress meetings, along with inspecting Job Order Contracting maintenance projects, and performing NPDES compliance inspections on all projects.

DANA POINT HARBOR DREDGING PROJECT, DANA POINT

Jeffrey provided construction inspection services as the Lead inspector on the Dana Point Harbor Dredging Project in the City of Dana Point. The project required inspection work on dredging within Dana Point Harbor, the installation and removal of temporary pipeline from the harbor to Capistrano Beach for sediment deposit, the grading of dredged material at Capistrano Beach and Baby Beach (DPH), coordinating with OC Survey on calculating quantities, and inspecting temporary BMP's.

TRABUCO CREEK PROJECT - PHASE VII, IRVINE

Jeffrey provided Lead Inspection services on phase VII of the Trabuco Creek Project. The main work detail included steel sheet pile installation (5,000+ LF), bike trail construction, CMU walls, down drain, and a cable fence.

RESIDENTIAL STREET REHABILITATION PROJECT, LA HABRA

Jeffrey provided inspection services on the Residential Street Rehabilitation Project in the City of La Habra. The project consisted of rehabilitating approximately 232,810 linear feet (44 miles) of residential streets, which involved 7 zone segments within the City limits slated for the FY 19-20 Fiscal Year. Following a site assessment, block cracking, alligator cracking, and potholing was observed at various frequencies throughout the segmented areas. The resulting associated sub-tasks for this project required constructing ADA compliant curb ramps, reconstructing damaged curb, gutter and cross-gutters and driveways adjacent to removed curb & gutter, adjusting utility appurtenances, and striping. The construction included cold milling and ARHM overlay. Our team coordinated with the City to ensure that concurrent water main projects located within the same zoning segments as the street rehabilitation program were properly integrated to minimize redundancies in the construction activities.

CHARLES STAGNER, QSP

CONSTRUCTION INSPECTOR



42 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

ADA RAMP | BRIDGE | WATER | SEWER | ROADWAY

QUALIFICATIONS

EXPERIENCE: Bannaoun Engineering, Inc.; Chatsworth, California; Uhler Construction, Lake Forest, California; Alliance Street Works, Anaheim, California; Civil-Source (now NV5), Irvine, California; Interwest Group, Huntington Beach, California | **BMP CERTIFICATION:** Best Management Practices | **OSHA CERTIFICATION:** Competent Person & Confined Space

BACKGROUND

Charles "Chuck" Stagner is a long-time experienced construction inspector with over 42 years of experience that also includes his work in serving as a foreman and a superintendent when required. His strong leadership skills as developed through his work history and past experiences has made him accustomed to handling diverse responsibilities and resourcefully implementing his job tasks while on any given project. As part of his experience, Chuck has obtained in-depth knowledge of California State and County Public Works regulations and procedures, including knowledge in the California Manual on Uniform Traffic Control Devices (MUTCD), California Stormwater Pollution Protection Plans (SWPPP) and Occupational Safety and Health Administration (OSHA) guidelines. Chuck has also overseen the everyday activities of public works and private projects, including all aspects of project cost controls, estimating and bidding, scheduling of equipment, and employees and business activities on as high as $1 million dollar pojects. He has the ability to work independently, or as a team player working with individuals at all levels. Chuck ambitiously desires to utilize his skills and experience in the construction field and help provide leadership to others.

EXPERIENCE

CALTRANS, PRIVATE & PERMIT PROJECTS, HUNTINGTON BEACH

Chuck provided construction inspection services in implementing construction improvements and rehabilitation on civil roadways and streets within the City of Huntington Beach. The work was conducted on behalf of Caltrans on public permitting and private projects that consisted of maintaining budget controls, responding to and making recommendations on RFIs and RFQs, and conducting weekly and monthly meetings. On these civil road improvement projects, Chuck was tasked with verifying that each project accurately followed the California Manual on Uniform Traffic Control Devices (MUTCD), California Stormwater Pollution Protection Plans (SWPPP) and Occupational Safety and Health Administration (OSHA) guide lines throughout the construction process. Chuck also coordinated and consolidated between stakeholder agencies and the contractor, effected residences and local businesses as the main contact liason.

GRADING, PAVING & UTILITY RELOCATION PROJECTS, CHATSWORTH

Chuck provided his skills and abilities in construction inspection services to the Los Angeles County Public Works Department within the City of Chatsworth, where he also would serve in the capacity of both a foreman and superintendent. For these projects, the work consisted of roadway grading and paving, as well as underground utility relocations and retaining structure work. Part of the work Chuck was tasked with required schedule drafting and adjustments, reviewing and making recommendations on as-built plans, verifying billing, coordinating with sub-contractors and coordinating with utility agencies. Chuck also held Business Management Professional certification through the course of his services.

UNDERGROUND UTILITY INSTALLATION AND PS&E, ANAHEIM

Chuck served as the Construction Foreman as well as providing construction inspection services within the City of Anaheim where he oversaw Public Works projects. In this capacity, Chuck worked closely alongside the Project Manager on establishing, verifying and implementing project quantities and billings. Additional responsibilities included monitoring project scheduling, oversight of wet and dry underground utility installation, monitoring and coordinating with the subcontractors alongside up to 25 employees. These projects required a complete understanding of the job specifications, RFI's, and OSHA requirements. A highlight project included the $11 million dollar Cathedral City Project,

WASTE WATER CONCRETE, PIPING AND AERATION SYSTEMS PROJECTS, LAKE FOREST

Chuck provided construction inspection services for the South Orange County Waste Water Authority (SOCWWA) on this project within the City of Lake Forest. Project highlighted work included the installation of a 40 foot by 80 foot poured-in-place concrete building, 3 new methane fueled engines, and a CPU unit that controlled the new aeration system for a set number of micro-organism pools. Other work included changing out deteriorated piping in the digester, as well as adding valves. The project cost was approximately $3.5 million.

OCPW CAPITAL IMPROVEMENT PROJECTS, LAKE FOREST

Chuck provided construction inspection services on the Moulton Niguel Water Project and the Irvine Ranch Water Project in the City of Lake Forest. The $1.5 million dollar Moulton Niguel Water Project saw the installation of two 20,000 gallon overflow tanks, and the installation of pipes to the Wood Canyon pump house, along with hot taps on an 8 inch inlet and discharge pipe. For the Irvine Ranch Water Project, the work involved the installation of new Solids Systems to an existing pump house on a budget of $200,000.

MOULTON NIGUEL WATER & IRVINE RANCH WATER PROJECTS, LAKE FOREST

Chuck provided construction inspection services on the Moulton Niguel Water Project and the Irvine Ranch Water Project in the City of Lake Forest. The $1.5 million dollar Moulton Niguel Water Project saw the installation of two 20,000 gallon overflow tanks, and the installation of pipes to the Wood Canyon pump house, along with hot taps on an 8 inch inlet and discharge pipe. For the Irvine Ranch Water Project, the work involved the installation of new Solids Systems to an existing pump house on a budget of $200,000.

I-405 PLAN REVIEW SERVICES, COSTA MESA

In serving the City of Costa Mesa on the I-405 Plan Review Services Project, Chuck provided plan check reviews of the 1-405 corridor improvements, including impacts on adjacent streets, rights of way, interchanges, and utilities such as sewer, water and storm drains at current design stage level. Chuck also reviewed traffic control plans for subsurface explorations, coordinated with OCTA and the consultant, Parsons, regarding project submittal timing and plans and corresponding review responses delivery, reviewed plans against current water quality standards within the City jurisdiction, and held meetings with the design and build team for project coordination.

EAST 19TH ST. SAFE ROUTE TO SCHOOL PROJECT-FROM CHURCH ST. TO IRVINE AVE., COSTA MESA

Chuck provided construction inspection services on the East 19th Safe Route to School Project for the City of Costa Mesa. This was a federal project requiring continuous documentation and strict compliance with the Caltrans Local Assistance Program Guidelines Manual. The project scope called for 4,700 lineal foot street traffic calming with a total of 7 intersections. Each intersection had bulb-outs at all corners, reducing the street widths to one lane in each direction, which effectively reduced the traffic speed for the entire segment - thus providing traffic calming. Each of the bulb-outs included landscaping and irrigation to support the plant palette. Each intersection was also repaved after grinding to create acceptable grades. Monuments and supporting lighting were also provided for this segment as well as improved traffic striping to accommodate the sharing of the street with bicycles. Tasks performed by Chuck included finalizing the plans and specifications for bidding purposes, advertising for bids, accepting the bids, and administratively presenting the project to the City Council for award of project to the successful bidder. Chuck provided continuous inspections from the beginning of work through project completion and audit. Other tasks also included the review and approval of project submittals, providing information and updates to the public, preparation of progress payments to the contractor, and continuous coordination with the funding agency. This project cost $1.6M. Construction began in April 2017 and was completed February 2018.

KEVIN C. GREEN

CONSTRUCTION INSPECTOR



13 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

CALTRANS | ASPHALT | PAVEMENT | RESIDENTIAL | RETAIN WALL

QUALIFICATIONS

SWPPP CERTIFIED Storm Water Pollution Prevention Plan | **CERTIFIED** Radiation Safety | **OSHA** 10 & 30 MSHA & Nuclear Gauge | **QSP/QSD** 40 Hour Training Certification | **RAPID SET CONCRETE** | **TRENCHING & SHORING SAFETY** | **CONFINED WORKSPACE** | **ASBESTOS AWARENESS** | **BACHELOR OF SCIENCE, PSYCHOLOGY/ SOCIOLOGY/BUSINESS** La Sierra University

BACKGROUND

Kevin Green has accumulated over 13 years of experience in performing both construction inspection and construction management services on highway and public works construction projects for the interest of both state and local agencies. His work experience over those years includes performing constructability reviews, field inspection, materials testing, documents control, and site management. The work involved on these projects required extensive roadway and highway construction and rehabilitation, emergency roadway repair and local street rehabilitations that encompassed earthwork, Jointed Plane Concrete and Rapid Set Concrete and Hot Mix Asphalt and Alternative Rubberized Asphalt Membrane paving and Cold foam-in-place recycle paving, barrier rail, concrete and electrical work, directional drilling, Cast-in-Drilled Hole for overhead sign foundations, pile driving, materials testing, and SWPPP/WPC and COZEP compliance. Further work that required both Kevin's inspection review and management oversight include electrical, controllers, pull boxes, ramp meters, traffic signals, crosswalk push buttons and signals, ETTM systems, traffic loops, camera systems, hot mix asphalt, jointed plane/rapid strength/set concrete paving, median concrete barrier, electrical, striping, traffic control and construction liaison to the Caltrans Chief Public Information Officer. Kevin brings to the table a thorough knowledge of The Caltrans Standard Plans, Specifications and Construction Manual and of construction oversight.

EXPERIENCE

SANTA ANITA ACTIVE TRANSPORTATION PROGRAM CYCLE 5 PROJECT, EL MONTE

Kevin provided the City of El Monte with Inspection Services for the Santa Anita Active Transportation Program (ATP) Project, CIP No. 890. This project was funded by LACMTA Net Toll Revenue Reinvestment Grant Fund and Measure M funding, totaling $2,200,000. This project entailed video detection and traffic signal updates, and wayfinding sign and bike rack installation at various intersections. The purpose of this project was to improve safety for all roadway users, improve conditions for non-motorized modes of travel thereby promoting pedestrian, cycle and transit use, improve neighborhood connectivity and livability, and to improve the comfort of non-motorized user traveling to and from the El Monte Transit Center and Downtown El Monte. Work was split into three segments, Class II Bike Lane Installation on Santa Anita Avenue from Tyler Avenue to Lower Azusa Road (0.53 miles), Pavement, Curb and Ramp Upgrades on Tyler Avenue from Ramona Blvd. to Santa Anita Avenue (0.97 miles), and Pavement, Curb and Ramp Upgrades on Ramona Blvd. from Santa Anita Avenue to Tyler Avenue (0.36 miles).

LACMTA - METRO GOLD LINE FOOTHILL EXTENSION PHASE 2A, ORANGE

Kevin provided Construction Inspection services on the LACMTA - Metro Gold Line Foothill Extension Phase 2A Project. The Metro Gold Line Foothill Extension Construction Authority (Construction Authority), was created in 1998 as an independent agency by the California State Legislature to specifically address the planning, designing and construction of the Los Angeles County Metropolitan Transportation Authority (LACMTA) Gold Line, from Los Angeles to Pasadena. Since then, further extensions have been planned with the ultimate goal of reaching Ontario Airport in 2019. The purpose of the project was to address a 11.5 mile segment from Pasadena to Azusa by way of an

extension of the Gold Line that would occupy a portion of previously abandoned Burlington Northern Santa Fe Railway (BNSF) trackage now owned and operated by Southern California Regional Rail Authority (SCRRA). Within the project limits of Phase 2A were six at-grade crossings with movement on freight and light rail tracks. Each of these crossings improved Automatic Highway Warning Systems (AHWS) to further enhance the safety of the public. The implemented design also improved upon the existing Automatic Block System present today. Project Highlights included interfacing of freight and light rail crossing systems, meeting railroad signal standards, freight crossing and wayside signal design, technical specifications per SCRRA standards, construction phasing plans, program development, in-service testing of freight signal system, and full signal system "as-built" drawings. Kevin was tasked with the responsibility in providing concrete inspections on concrete mix designs, the Quality Control plans, and to verify a variety of sampling to meet the requirements of ACI. This project lasted for approximately a three year period.

I-405 CIVIL ROADWAY & ELECTRICAL CONSTRUCTION, ORANGE

Kevin served the County of Orange as construction inspector on the I-91 Freeway State Route Project where he performed concrete inspection services for this job. This 3-year long project consisted of 32 cast in place and retrofit bridges, MSE walls, and retaining and sound walls. Kevin performed coordination with Caltrans along with their consultants in completing the final inspections.

METRO GOLD LINE EXTENSION, PHASE 2A & MAINTENANCE & OPERATIONS STATION CONCRETE REPLACEMENT PROJECT, ORANGE

Kevin provided Construction Inspection services on the Metro Gold Line Extension, Phase 2A and Maintenance and Operations Station Concrete Replacement Project. Kevin was tasked with the responsibility in providing concrete inspections on concrete mix designs, the Quality Control plans, and to verify a variety of sampling to meet the requirements of ACI. This project lasted for a three year period.

I-22 FREEWAY AND I-57 FREEWAY OVERPASS RETROFIT PROJECT, ORANGE

Kevin provided Construction Inspection services to the County of Orange on the I-22 Freeway and I-57 Freeway Overpass Retrofit Project. His required tasks included overseeing the testing and sampling of concrete during the placement for footing columns, along with verifying the placement of reinforcing steel. Upon the time of the final inspections, Kevin maintained communication and coordination with Caltrans and the project-assigned consultants. This projectr spanned a period of over 3 years.

I-710 FREEWAY & HOBART YARD BRIDGE PAVEMENT REHABILITATION & WIDENING, ORANGE

Kevin served as the Construction Inspector on the I-710 Freeway and Hobart Yard Bridge Pavement Rehabilitation and Widening Project. The project spanned a 3.5 mile stretch of I-710 through the City of Commerce, City of Vernon, City of Bell, and the unincorporated area of East Los Angeles, from Slauson Avenue to Route 60. The project also included concrete pavement rehabilitation and jointed plain concrete pavement(JPCP-RS) and continuously reinforced concrete pavement(CRCP-RS), as well as bridge approach slab repairs on several bridges along the corridor. All northbound lanes between Bandini Boulevard and the I-5/I-710 Interchange were replaced with JPCP-RS. The median shoulders were repaved with JPCP-RS, and the median barrier was upgraded to meet current standards. The project further included installing new overhead sign structures and changeable message sign, and upgrades to drainage. A significant scope element of the project was the widening of the Hobart Yard Bridge in both directions for 1,300 LF over 18 sets of railroad tracks. Additionally, existing barriers and overhangs were demolished and the bridge widening was constructed at six other locations. Work included installation of girders, forming, and pouring of diaphragm and backwalls and deck construction. The purpose of the project was to widen and rehabilitate the north and southbound lanes of Route 710 in seven stages. The project was completed 18 months ahead of schedule thanks to innovative solutions as a result of collaborative partnering. To achieve this, Kevin and the team relied on open and transparent communication and partnering strategies focused on delivering ideas from each team member. Advanced planning efforts also re-sequenced project staging to complete construction within 61% of the contracted schedule window with no claims or disputes. For his tasks at hand, Kevin monitored the removal of curbs and gutters and the grading of the I-710 freeway bridges, along with overseeing the construction of MSE walls, retaining walls, backfill asphalt paving, concrete, storm drain installation and vaults. The project was completed with no lost time incidents in a period of almost 2 years.

I-91 FREEWAY STATE ROUTE PROJECT, ORANGE

Kevin served the County of Orange as construction inspector on the I-91 Freeway State Route Project where he performed concrete inspection services for this job. This 3-year long project consisted of 32 cast in place and retrofit bridges, MSE walls, and retaining and sound walls. Kevin performed coordination with Caltrans along with their consultants in completing the final inspections.

ARMANDO R. CASTAÑEDA
CONSTRUCTION INSPECTOR

9 YEARS OF EXPERIENCE

FIELDS OF EXPERTISE:

QUALIFICATIONS

CERTIFIED Construction Inspection Workshop, American Public Works Association | **CERTIFIED** Public Works Administration – MSA Educational Workshop Series, Maintenance Superintendents Association (MSA) **REINFORCED CONCRETE INSPECTION** | **PROTECTOR DEL AGUA TRAINING PROGRAM** – Plant Materials for Water Conservation; Irrigation Principles (Repair, Troubleshooting, Controller Programming, Scheduling), MWD - Metropolitan Water District of Southern California | **TRENCH SHORING AND EXCAVATION SAFETY,** United Rentals | **CLCA'S IRRIGATION SEMINAR,** Valve Trouble Shooting; Wire Tracing; Water Management; Controller Programming, California Landscape Contractors Association | **SOIL MGMT./LANDSCAPE DESIGN,** Cal Poly Pomona | **HAZARDOUS WASTE OPERATIONS & EMERGENCY RESPONSE,** Pacific Safety Council

BACKGROUND

Armando Castañeda has developed 9 years of experience in many aspects of construction inspection, having first joined Albert A. Webb Associates between 2005 to 2009 serving as construction inspector. His inspection experiences has involved completing both public and private projects encompassing water and sewer main and lateral line construction; grading; asphalt; irrigation system installation; landscaping; MUSCO field lighting installations; masonry; and electrical and plumbing. In addition, Armando has performed inspection of landscape maintenance projects for the City of Riverside, including verifying compliance with project specifications. His extensive education, training, and experience in the fields of public works, landscaping, and construction allows him to be assigned to a multitude of various projects. Armando has extended his extensive inspection experience as a construction inspector to residential, commercial, and industrial development projects.

EXPERIENCE

STATE STREET PIPELINE REPLACEMENT PROJECT, MONTE VISTA WATER DISTRICT

Armondo served the Monte Vista Water District (MVWD) as construction inspector on the State Street Pipeline Replacement Project. The project consisted of over 7,000 LF of 12" water mainline. Armondo inspected 14 connection locations on water and fire services lines ranging from 2" to 12", checking for compliance per plan specifications, materials, proper backfilling and compaction. He also performed inspections of the water service line to existing meters consisting of DL pipe with 45 and 90 degree bends to C900 PVC pipeline, and he inspected service meter box's concrete installation.

HARADA HERITAGE PARK LANDSCAPE IMPROVEMENTS, PHASE 2, RIVERSIDE COUNTY

As the Construction Inspector for the County of Riverside on the Harada Heritage Park Landscape Improvements Project, Phase 2, Armando provided inspections for approximately $5.7 million worth of the project required landscape improvements. Details of the project included installing irrigation systems; electrical; masonry block walls; two baseball fields; lighting for five soccer fields; walkways; 1600 square feet of building concessions; plumbing and restrooms; two retaining walls; grading; parking lot paving; shelters; park amenities; and underground water and sewer lines.

JURUPA COMMUNITY SERVICES DISTRICT'S PIPELINES INSTALLATION AT CANTU-GALLEANO RANCH ROAD, RIVERSIDE

Armando served as Construction Inspector for the County of Riverside's Jurupa Community Services District's Pipelines Installation Project, located at Cantu-Galleano Ranch Road which contained 3150 feet LF. of 16" CML/CMC Recycled Water and 2058 feet LF of 18" CML/CMC Domestic Water. Armando's services as construction inspector involved a 16" CML/CMC fully welded Recycled Water line, which included the pipeline through the Cantu-Galleano Ranch Road Bridge in 24" Steel Casing, as well as the 18" CML/CMC fully welded Domestic Water line which also included the pipeline through the Cantu-Galleano Ranch Rd Bridge in 24" Steel Casing as well as an extra 22" steel casting pipeline for future use. Armando was additionally responsible for the installation of the 16" fully welded CML/CMC and 18" fully welded CML/CMC pipelines per the manufacturer's lay drawings, keeping the ends of the pipes covered and protected from contaminants until installed, as well as monitoring the fully welded (2 pass) welded joints for any backfill and bacterial disinfections. The project had a cost of approximately $11 million.

CENTEX, LENNAR, DR HORTON, & KB HOMES WATER LINE & SEWER INSPECTIONS

Armando served as Construction Inspector for the Centex, Lennar, DR Horton, and KB Homes Water Lines and Sewer inspections needs. Alongside material verification, Armando performed inspections on all of the water mainline service lines. The lines ranged from 8 inches to 12 inches in piping constructed of C900 PVC and ductile iron with a housing track and fully welded joints. Additional inspections included sewer pipes with sizes ranging from 10 inches to 30 inches. Sewer air and video testing was performed on in-pipe grades, fire hydrants, blow off, pressure testing, and manhole installation, and waterline chlorine disinfection was performed for bacterial sampling.

ORCHARD PARK WELL SITE LANDSCAPING AND BLOCK WALL, RIVERSIDE COUNTY

Armando was responsible of the inspection of all landscaping, irrigation system, water district booster pump, and block wall protection.

CEDAR CREEK PARK PHASE 2, RIVERSIDE COUNTY

Armando was responsible of the inspection of landscaping, irrigation, water and sewer services, and water park features.

DISTRICT WATER AND SEWER FACILITY INSPECTION, RIVERSIDE COUNTY, CA

Armando served as an inspector for the Riverside County and was responsible of inspecting the District Water and Sewer Facility.

GOLDEN STATE WATER COMPANY, YORBA LINDA

Armando was responsible of the inspection of removing and replacing all water main service lines to the condemedium complex.

WATER MAIN REPLACEMENT, FLORENCE

Armando was responsible of the replacement of water main and service line to homes in Florence area.

WATER MAIN REPLACEMENT, WATTS

Armando was responsible of the replacement of water main and service line which includes 100 feet of 24 Inch ductile iron pipes which included hot tapping for service lateral line.

INTERSTATE-215 SEGMENT 2. CALTRANS LANDSCAPE REPLACEMENT PROJECT

Armondo provided Inspection of irrigation booster pump, irrigation controllers, valve and assembly over 39,000 lf of schedule 40, 1 inch to 3 inch PVC pipe, over 200 sprinklers, 36" box trees, 18 24" box shrubs, and over 1,000 shrubs.

SR-210 BASELINE PROJECT, HIGHLAND, CA. SBCTA

Armondo provided construction inspection on the SR-210 Baseline Project. The project required installation per plans and specification compliances which included schedule 40 PVC 12,090 LF, class 315 PVC 4,955 LF, 4,834 plants, placement of 19 4'X3' and 13 6'X4' boulders, 4" to 8" rock blanket placed-in, 6 inches of concrete (97,938 sq ft), decorative stamp concrete (13,956 sq ft), hydroseeding (250,535 sq ft), and compost spreading (2,320 cy).

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH
PROJECT PARTNERS, INC

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **Project Partners, Inc,** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - Staff Augmentation

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9**, **2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in

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progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently

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and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall

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comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	Project Partners, Inc 23195 La Cadena Dr, Suite 101 Laguna Hills, CA 92653 Attn: Kimo Look Principal

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

Tasha Cerda, Mayor

ATTEST:

Mina Semenza, City Clerk

APPROVED AS TO FORM:

Carmen Vasquez, City Attorney

CONSULTANT – Project Partners, Inc

Markiva Raissdana
Name

Sign: Markiva Raissdana
Title: CFO

Kimo Look
Name

Sign: kimo look
Title: President

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference**.** In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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Project Partners Proposal

General Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture and Landscape Architecture, Geotechnical Engineering/Geology and Material Testing, and Staff Augmentation On-Call Professional Services

Prepared for:

City of Gardena

June 13, 2024

Project Partners
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phone ***949.852.9300***
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Project Partners

June 13, 2024

Mr. Kevin Kwak
City of Gardena
1700 W. 162nd Street
Gardena, CA 90247

Re: General Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture and Landscape Architecture, Geotechnical Engineering/Geology and Material Testing, and Staff Augmentation On-Call Professional Services

Dear Mr. Kwak,

Project Partners is pleased to submit our qualifications for General Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture and Landscape Architecture, Geotechnical Engineering/Geology and Material Testing, and Staff Augmentation On-Call Professional Services for **Staff Augmentation Services**. We are eager to offer these services to the City of Gardena as we have a great working relationship with the City and believe that we are the best firm to help the City complete its projects efficiently and cost-effectively.

Project Partners has a long history of delivering on-site staff augmentation services to municipalities across Southern California, with a specialization in providing senior engineers, project managers, and other technical roles. Over the past 28 years, we have made a name for ourselves for our specialized skills in finding the right on-call, as-needed staff to suit agencies' needs. We aim to demonstrate, in this submittal, why Project Partners should be the City of Gardena's top choice, starting with these points:

Working Relationship with Gardena: Project Partners has provided staff to Gardena for 4 years, and is therefore very familiar with the City's processes, staff, as well as the City itself. Our firm was first brought on in 2021 to provide a Senior CIP Project Manager. We presented the City with Frank Borges who was able to complete key projects such as the Vermont Avenue Street Improvement from Artesia Blvd to Gardena Blvd, the Budlong Ave from 135th St. to Redondo Beach and Halldale Ave from 135th, Crenshaw Blvd Street Improvements, Pedestrian Safety Improvement Projects, and Local Street Improvements. While the contract was initially supposed to be for just one year, the City ended up extending it to July 2024. Our familiarity with the City and its processes make us the ideal firm to provide staff augmentation services.

Seasoned Public Engineers: Our proposed staff include public retirees with decades of experience. Having served as senior staff and upper management for their respective Public Works departments, our proposed personnel have the exact skills needed to serve the City. While working on-site, they will be instrumental in pushing projects forward, managing people, and mentoring junior staff. As retirees, their technical expertise and communication skills translate to quickly jumping on any project and contributing with little-to-no ramp-up time.

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Expertise in Staff Augmentation: Unlike other consulting firms that attempt to do everything, we focus on what we do best: engineering staff augmentation for municipalities and public agencies. In the last 5 years alone, we have successfully secured and completed over 50 contracts providing contract staff to public sector organizations. Remarkably, more than 80% of our clients choose to work with us repeatedly - a testament to their confidence in our ability to provide the most qualified civil engineering, project management, and technical staff.

Compliance with CalPERS to Keep the City Safe: With increasing annual audits, it is crucial to hire a firm that understands pension rules and has a comprehensive operations and client training program. We at Project Partners prioritize respecting all CalPERS rules to help keep our clients compliant.

Affordable Billing Rates: Cost savings is one of many areas where Project Partners excels. Because we are specifically designed to provide staff augmentation services, we operate differently from most consulting firms. Our focus in technical contract staffing for public organizations substantially reduces our overhead costs. In contrast, our competitors' rates are much higher, charging as much as 50% more.

In conclusion, in today's dynamic and ever-changing environment, predicting future staff requirements can be challenging. Choosing Project Partners will allow the City to utilize all their resources to their full function while enjoying the resources of on-call seasoned staff, knowledge of and compliance with CalPERS, and cost-effective billing rates. Therefore, we are confident that we are the right fit for the City.

We are committed to complying with all terms and conditions of the RFQ, and Mr. Kimo Look, P.E. will be the primary contact for any questions regarding this RFQ response. He can be reached at (949) 852-9300 Ext. 103. We have read and received all RFQ and addenda information. All information in the submittal is true and correct. Our proposal and prices shall remain valid for a period of no less than 90 days from the date of submittal. Project Partners accepts the terms of the Agreement and insurance requirements.

We are eager to continue working with the City of Gardena by providing the same services that we currently provide to cities in every county of Southern California. We are confident that we can deliver excellent results for Gardena, and we welcome any questions or clarifications you may have. Please do not hesitate to contact us at your convenience.

Sincerely,

Kimo Look, P.E.

Principal
Project Partners, Inc.

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Senior Civil Engineer Candidates
Ajith Peiris, P.E.
Leon Swain, P.E.
Joseph Gnade, P.E.
Fred Rubin, P.E.
Construction / Project Manager Candidates
Mark Komoto, P.E.
Hany Henein, P.E.
Antonio Shaibani, P.E.

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Indrawati Jones, P.E.

Associate Engineer Candidate

Henry Completo

Construction Inspector Candidates

Ken Higbee, P.E.

Eric Nunez

Permit Technician Candidates

Michelle Laurendine, E.I.T.

Daniel Han

Omar Nassar, E.I.T.

Ramiro Reveles

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Project Partners

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Section 1

Firm Qualifications and Experience

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1 Firm Qualifications and Experience

1.1 COMPANY OVERVIEW



Project Partners was established in 1996 as a California Corporation. Since then, we have created a reputation for ourselves as highly skilled and cost-effective consultants and have become a leading provider of staff augmentation for Southern California cities and public agencies. In the last five years alone, we have fulfilled over 50 public sector contracts ranging from as-needed tasks to multi-million-dollar projects. Within our specialization in municipal staff augmentation, Project Partners excels in providing Engineers and other Technical Staff thanks to our seasoned candidates who possess effective communication skills, technical prowess, and decades of public sector experience.

1.2 WHY PROJECT PARTNERS?

While the City has its choice of firms to provide staff augmentation services, Project Partners is able to provide the precise services the City is seeking along with the following advantages:

- **Previous Technical Services to the City of Gardena**
- **Over 25 Years of Providing Engineering Staff to Municipalities**
- **Highly Experienced Staff with Previous Experience with Cities**
- **Access to Experts Who Can Keep Your City CalPERS Compliant**
- **Cost-Effective Rates at a Fraction of Traditional Consultant Rates**
- **Large Pool of Highly-Sought-After Retiree Candidates**

Because of our highly calibrated business model, we at Project Partners are uniquely positioned to offer such benefits to the City.

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1.3 STAFF AUGMENTATION APPROACH

Our approach consists of finding the best quality candidates, most of whom are public retirees with decades of experience, and providing them to Gardena quickly, efficiently, and cost-effectively. We have an extensive database of experienced public sector candidates and are proud of our ability to provide staff tailored to our client's specific needs.

Additionally, our expertise in public sector engineering contract staffing substantially reduces our overhead costs, resulting in a significantly lower billing rate compared to traditional consulting rates. Most importantly, our dedication to following CalPERS Rules means the City will be protected in the event of an audit, which is much more likely given CalPERS recent calls for increases in member agency audits. Last but not least, our focused operations lends itself to timely service to the City, allowing our firm to respond to task order requests within five business days, and find and place staff at the City within 10.

Because we are proposing to provide staff augmentation services, which would not entail deliverables, we will concentrate on providing quality staff to help the City maintain and improve its services as opposed to providing deliverables free of error.

1.4 COMPETITIVE BILL RATES

Project Partners is incredibly cost-effective in multiple regards. Project Partners provides quality staff with not years, but decades of public sector experience. Our proposed staff includes skilled retirees that can fill many roles and complete a wide variety of tasks. We can ultimately complete a wide range of tasks needed by the City with fewer people and less cost.

Our rates are also a fraction of other consulting rates. Because we are specifically designed to provide engineering staff, we operate differently from most consulting firms. We have a very efficient and focused operation, and therefore have substantially reduced overhead costs. In comparison, our competitors' rates are much higher, charging as much as 50% more than what



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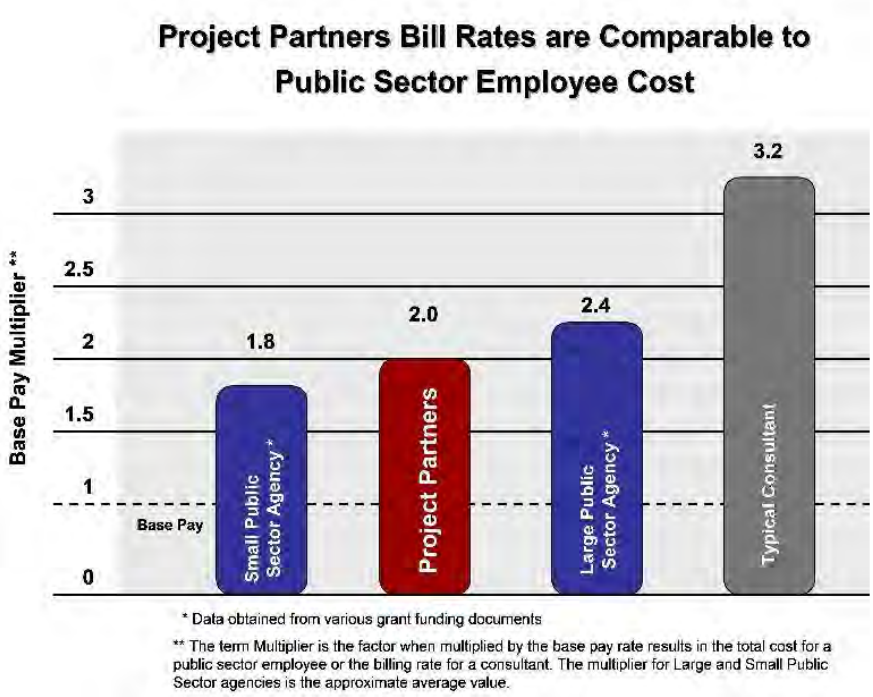
you'd pay if you worked with Project Partners. Our cost-effective bill rates also make it easier to have additional staff hours should the need arise - a common occurrence with highly technical projects.

Based on our calculations, Project Partners' rates are also on par with public agency rates. We came to this conclusion by collecting the rates submitted by public agencies to grant funding organizations. These rates, established by the agencies themselves, encompass the comprehensive cost (including all associated expenses) for their employees. Essentially, this is equivalent to a public sector billing rate. As shown on the following graph, Project Partners offers very comparable billing rates.



1.5 KNOWLEDGE OF RELEVANT CODES

Laws and Regulations - Federal and state governments, as well as the legal system, are increasingly holding all construction professionals and the owner responsible for jobsite safety. Project Partners understands this trend and will recommend that certain requirements be placed into the contract documents in order to promote a safe work environment for all participants.

The basic objectives of an adequate safety plan include provisions that address the following:

- Compliance with Cal/OSHA
- Safety and substance abuse
- Forcibly working in an unsafe work environment

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- Employee/worker responsibilities for knowing and abiding by safety rules and regulations that are applicable to tasks

Not adhering to relevant rules and codes can interfere with project timelines and lead to project delays. Our proposed staff have at minimum 20 years of construction and project management experience, are well-acquainted with the relevant City, County, State, and Federal codes and procedures, and can confidently move projects forward by complying with all rules and regulations.

1.6 CalPERS COMPLIANCE KEEPS THE CITY SAFE

In addition to following the relevant codes, staff augmentation also requires knowledge of CalPERS.

As a provider of engineering staff to the Public Sector for over two decades, we know the biggest risk with contract engineering programs is CalPERS penalties and fines. Unlike design contracts where consultants are fully responsible for the design, our embedded staff work very closely with staff to jointly make project decisions. Therefore, CalPERS compliance is a much bigger issue than professional liability due to Errors & Omissions.

Violating any of the myriad of CalPERS laws is a key concern for most Agency Risk Management Departments. This is particularly relevant today as CalPERS is increasing the number of audits it plans to conduct annually. CalPERS has also stated that having augmented staff through a consulting firm, or even working remotely, does not automatically provide the desired protection. It mandated that if there is a common law relationship between the City and the augmented staff, then CalPERS rules apply.

Therefore, it is critical when implementing a contract project management program that (1) the City be in complete compliance with CalPERS rules and (2) it hires firms that have tried-and-true procedures to keep the City safe. This is where Project Partners comes in. We offer a proven, workable solution for our clients:

- **Tracking Labor Laws** – There are a multitude of complex labor laws that public sector contract staffing falls under. Because these laws are dynamic, our firm aggressively tracks any changes and legal interpretations.

- **Adhering to Procedures** – Working with several labor law firms, we have developed comprehensive procedures for having contract staff in public organizations. These processes act as a guide for both contract staff and our

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clients to remain within compliance.

- **Understanding PEPRA** – Public sector retirees offer great staffing solutions due to their years of experience, but agencies are affected by Public Employee Pension Reform Act (PEPRA) regulations. We are well-versed in keeping both our retirees and our clients compliant under PEPRA's limitations.

- **Documenting Compliance** – Our systems automatically identify and document proof of our staff following labor laws, including the specific areas where our clients and public agency partners are compliant. These documents are essential during CalPERS audits.

1.7 QUALITY CONTROL METHODOLOGY

At Project Partners, we apply the following approach to all our projects to ensure they are completed on time and within budget:

- **Dedicated Client Services** – At our small business corporation, our staff have direct experience completing project goals in the Scope of Services that the City requests.

- **Efficient Scheduling** – We prepare a schedule of the tasks needed to complete the Scope and deliverables, making sure to leave sufficient time for client review, comments, and other client processes, as well as stakeholder communications, review, comment, and discussion.

- **Effective Communication** – When new information is discovered that affects the work, we immediately relay it to the client, and make decisions with the client on how to adjust the scope and schedule.

- **Constructive Feedback** – In order to maintain our high standard of work, we request feedback from the client mid- and post-project to identify where improvements can be made.

1.8 SUMMARY

In summation, Project Partners is the clear choice for the City of Gardena because (1) we specialize in providing quality staff with decades of public sector civil experience, (2) our staff is ready to hit the ground running with proven professional expertise in compliance with CalPERS rules and regulations and (3) we have a considerable track record and affordable consultant billing rates. With a history of providing technical staff augmentation to municipalities, the City of Gardena among them, Project Partners is ready and capable of providing the staff augmentation services requested in this RFQ.

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Section 2

Key Personnel and Experience

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2 Key Personnel and Experience

2.1 DECADES OF PUBLIC SECTOR EXPERTISE

Project Partners understands that retired public sector professionals are an extremely valuable resource to public organizations like yours. As a result, we have launched a unique and powerful tool to recruit public retirees. Through our website, we have attracted more public retirees than any other local organization in our industry.

Why Our Retirees Are Invaluable:

Decades of Engineering Knowledge and Experience
When it comes to tackling the wide array of projects and problems that challenge engineering departments daily, there is no substitute for on-the-job knowledge and experience. Luckily, our retirees have this in spades.

Effective from Day One
With a deep understanding of the public process and an ability to problem solve, our retirees can enter each role and become productive with minimal ramp-up time.

Truly Flexible Resource
Our staff offers considerable flexibility in terms of schedule and location. As retirees, they can truly be an as-needed resource and are uniquely suited for projects with workload fluctuations. They are also able to work on short notice and under time constraints

We know that a strong, experienced staff makes successful projects possible. Our staff of public retirees have the experience, communication skills, and expertise to make your projects happen.

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Experience is critical in consistently delivering successful projects. All our staff are proven professionals with decades of public experience.



Communication is essential in providing quality staff support services to our clients. All our staff are skilled in written & verbal communication.



Our senior staff possess the technical skills needed to deliver your new and ongoing projects. They all have expert knowledge in their fields.

In the following section, we will highlight our proposed staff's qualifications. All our candidates for Senior Engineer have at least 20 years of engineering experience and are registered professional civil engineers. We also provided a few candidates for Construction / Project Manager, all of whom have at least 30 years of experience in project management as well as professional engineering licenses. Likewise, our candidates for Construction Inspector are seasoned engineers with strong knowledge of the relevant codes and requirements, and our Permit Technicians have the appropriate education and training to address the tasks at the engineering public counter. Lastly, none of our proposed candidates have any disciplinary actions against them.

2.2 PROPOSED STAFF

We are confident that these individuals are the exact type of staff the City is seeking. Below is a table that briefly highlights our proposed staff:

NAME	YRS. EXPERIENCE	NOTEWORTHY ATTRIBUTES
SENIOR CIVIL ENGINEER		
AJITH PEIRIS, P.E.	40+	30+ Years Experience at LA Metro. Extensive Experience In Transit and CIP Project Management, Design, Construction, and Structural Engineering. Proficient In Preparing Bid Packages, Design-Build Specifications, and Cost Estimates and Evaluating Designs for Value Engineering and Cost Savings. Successfully Managed Projects Funded by ARRA (American Recovery and Reinvestment Act) and other Local and State Funding Sources
LEON SWAIN, P.E.	34+	8 years of experience as City Engineer at the City of Santa Monica. Proven experience with Capital Improvement Project Management and extensive experience in working with local Municipal type.

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		Acquired $33 million in transportation grants from Metro in 2007. Administered grants including: a $7,778,795 State Proposition 84 grant, an L.A. County Open Space Grant, and an MWD Grant.
JOSEPH GNADE, P.E.	32	32 Years of Professional Engineering Experience with the City of Los Angeles Department of Public Works. Experienced in Plan Checking, Land Use Engineering, Public Infrastructure and Planning. Provided Project Management for Sewer Rehabilitation and Replacement Projects
FRED RUBIN, P.E.	29	Managed Environmental Issues, Solid Waste, Capital Projects, Land Development, Transportation and Flood Control Capital Improvement Projects. Retired Assistant Director of LA County Dept. of Public Works. Provided Oversight for $2 Billion Budget Which Included 116 Different Sources of Bond and Non- Bond Funds
CONSTRUCTION / PROJECT MANAGER		
MARK KOMOTO, P.E.	42+	42+ Years' Experience in Field of Civil Engineering and 16+ Years Working in Public Works (Anaheim). Projects Experience in Planning, Directing, Supervising, & Controlling in All Aspects. Managed Federal Grants, Public Works Development Projects, and Fiscal Budgets
HANY HENEIN, P.E.	40+	Professional Engineer with Over 40 years of Experience Working With the County of Orange and Local Municipalities. Extensive Experience in Plan Check Reviews, Land Development, and Regulatory Compliance. Secured Grant Funds for the Capitol Improvement Programs.
ANTHONIO SHAIBANI, P.E.	35+	Senior Engineer with over 30 years of professional experience. Worked for 30 years with the City of Anaheim Public Works Department. Extensive experience in plan checking, design, and construction and strong knowledge of local and federal code requirements
INDRAWATI JONES, P.E.	30+	Senior Engineer With Over 30 Years Of Experience. Extensive Experience In Project Management. Proven Experience In Managing All Phases of Facility Projects, Public Sector Contracting and Procedures
ASSOCIATE ENGINEER		
HENRY COMPLETO	37+	Retired Engineer from City of Torrance. Reviewed Right-of-Way and Development Plans Submitted by Developers and Easements, Reservations and Dedicated Areas for Public Use. Experienced with City Development Standards, L.A. County and Caltrans Standards.

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		Very Familiar Grading Plans, Parcel Maps, Deed Restrictions, Set-Backs and Land Descriptions.
CONSTRUCTION INSPECTOR		
KEN HIGBEE, P.E.	41+	Senior Engineer with extensive experience in Public Works. Worked for 30 years with the County of Orange Public Works Department. Experienced in plan checking, design, and construction and strong knowledge of local and federal code requirements. Professional civil engineer and project management professional in California. Prepared a 15.5-million-dollar federal grant, HUD grant, and CDBG.
ERIC NUNEZ	35+	Senior Engineer with over 30 years of professional experience. Worked for 30 years with the City of Anaheim Public Works Department. Extensive experience in plan checking, design, and construction and strong knowledge of local and federal code requirements
PERMIT TECHNICIAN		
MICHELLE LAURENDINE, E.I.T.	3+	Certified Engineer-in-Training with 3+ Years of Academic Project Design. Designed Alternative Water Treatment Facility for the Salton Sea for WEF Design Competition. Proficient in AutoCAD, ArcGIS, Microsoft Office, MATLAB, R, Technical Writing, and Proposal Writing.
DANIEL HAN	3	Bachelor's Degree In Mechanical Engineering From California Polytechnic University, Pomona Expected May 2024. Experience With Producing P&IDs And As-Built Drawings. Proficient In AutoCAD 2D/3D
OMAR NASSAR, E.I.T.	2	Certified Engineer-in-Training with Experience in Supervising Public Works Projects Including Solid Waste Site Rehabilitation, Municipal Park Construction, and Roadwork. Skilled in Designing and Managing Sewer Networks and Ensuring Quality Control on Construction Sites
RAMIRO REVELES	1	Bachelor's Degree in Civil Engineering From California State University, Long Beach. Familiar With Engineering Graphics Design, Fluid Mechanics, Hydraulics Engineering Design, Reinforced Concrete Design, and Foundation Engineering. Proficient With AutoCAD, Civil 3D, and Revit

***Full resumes can be referred to in the appendix. The proposed key personnel will be available to the extent proposed for the duration of the project, acknowledging that no person designated as "key" to the contract shall be removed or replaced without prior written concurrence to the City.**

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2.3 SUMMARY

Our firm believes that it is people who make projects successful. That's why Project Partners is the ideal partner for the City of Gardena thanks to our expertise in staff augmentation, decades-long track record of success, and our senior staff who specialize in the engineering and technical services the City is seeking. We appreciate your consideration and hope to provide our unique staff with a contract for Staff Augmentation and On-Call Professional Services.

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Section 3

Organization Chart

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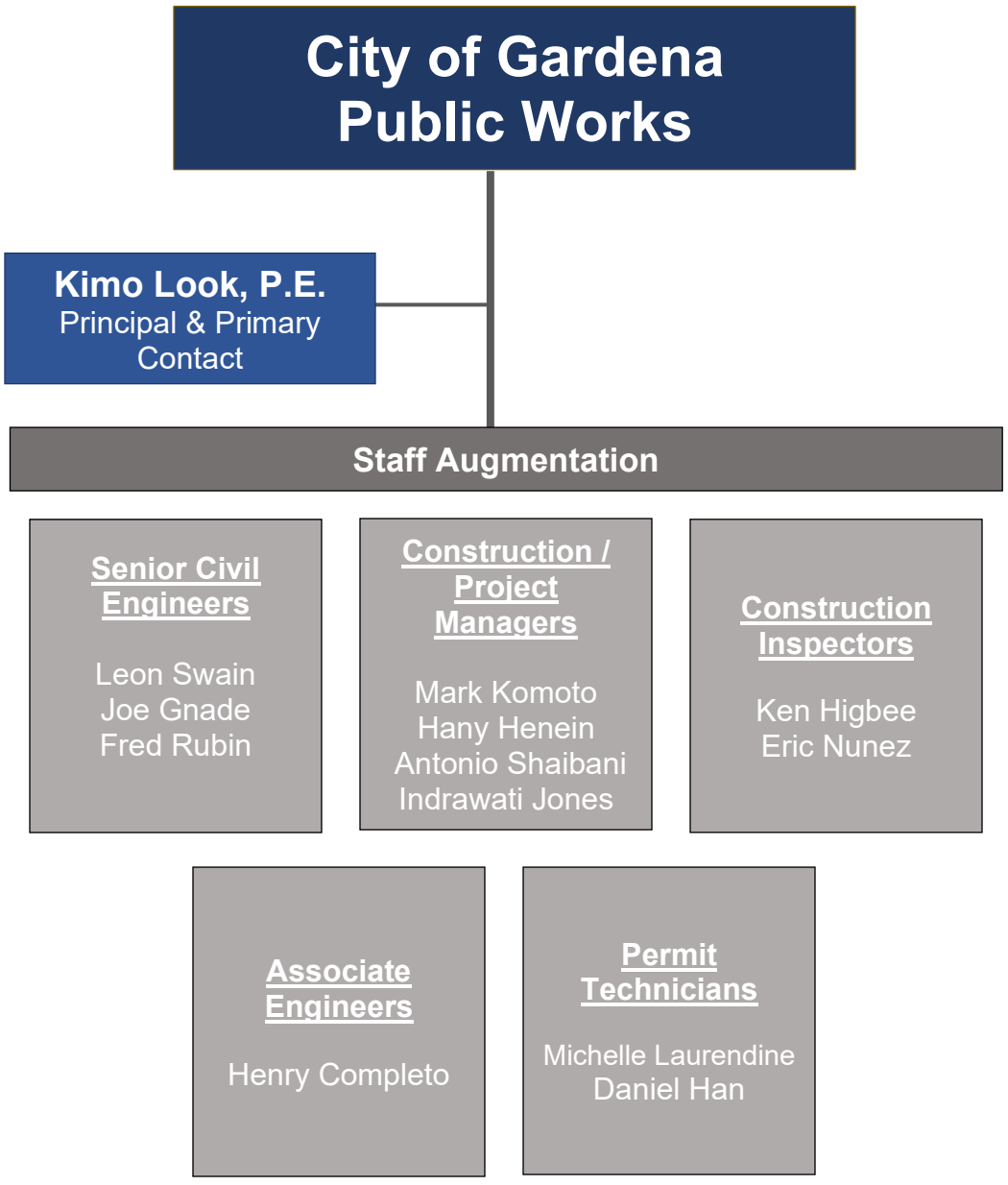
3 Organization Chart

3.1 STAFF AUGMENTATION STAFFING CONFIGURATION

Below is an organization chart demonstrating the point of contact and various proposed staff for each of the positions mentioned in the RFQ.



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Section 4

Similar Projects and Services

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4 Similar Projects and Services

4.1 PROJECT SPECIFIC EXPERIENCE

Project Partners has years of proven experience providing effective and efficient staff augmentation support to public sectors throughout Southern California. In the following section, we will provide three relevant projects and services from the last five years:

1. **City of Gardena- 3 years of Service (2021-2024)**
    a. Recently completed Contract providing:
        i. Senior CIP Project Manager

2. **City of Signal Hill- 8 years of Service (2015- 2023)**
    a. In the past have provided:
        i. Water Utility Engineer
        ii. Sr. Level Water Systems Operator
        iii. Water Operator Consultant
        iv. Water Systems Consultant
        v. Deputy Director of Public Works

3. **City of Lomita- 3 years of Service (2021- 2024)**
    a. In the past have provided:
        i. Public Works Project Managers
        ii. CIP Project Managers
        iii. Right of Way Engineer

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City of Gardena

The City of Gardena needed a Civil Engineer to assist them with ongoing critical projects, so they released an RFP for Temporary Engineering Staff Augmentation Services. Project Partners was selected and provided them with Frank Sanchez, a senior retired annuitant with over 23 years of experience in public sector capital improvement projects. During this time, Mr. Sanchez helped with projects such as the Vermont Avenue Street Improvement from Artesia Blvd to Gardena Blvd, the Budlong Ave from 135th St. to Redondo Beach and Halldale Ave from 135th, Crenshaw Blvd Street Improvements, Pedestrian Safety Improvement Projects, and Local Street Improvements. While the contract was initially supposed to be for just one year, they extended for an additional two years.

Kevin Kwak
Principal Civil Engineer
1700 W 162nd St,
Gardena, CA 90247
(714) 738-6865
kkwak@cityofgardena.org

Contract Value for Services & Fees **$275,000**

Contract Duration **2021-2024**

Services Provided

- **CIP Project Management**
  - Scoping and Budget Development
  - RFQ/RFP Development
  - Design Consultant Coordination
  - Contract Management

Project Management Services

- **Frank Sanchez, P.E.**

Staff Provided

Public Works Department

- **Senior CIP Project Manager**

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City of Signal Hill

With increasing staff retirements and changing needs, the City of Signal Hill found itself needing various levels of support. Project Partners was first brought on in 2015 to provide a Deputy Director of Public Works for the City who supported the City for several months. This later evolved into a broader contract to provide Water Operations Support Services. Here we provided a Sr. Level Water Systems Operator, Water Operator Consultant, and Water Systems Consultant. Our staff were so effective that the City ended up renewing our original contract multiple times.

Contract Value for Services & Fees **$280,000**

Contract Duration **2015-2023**

Services Provided

Water Utility Management Services

- **Water Operations Management Support**
  - Support on Water Quality Report
  - Water Operations Projects
  - Quarterly/Annually Water Quality Report Submission
  - Safety Training Program Development
  - Water Maintenance Project Operations
- **Water Operations**
  - Water Planning Service
  - Water Supply Evaluation
  - Masterplan Development and Maintenance
  - Water Use / Drought Management
  - Treatment Process Assessment
- **Water Systems Plan Review**
  - Review and Redline Development Plans
  - Hydraulic Report Evaluation
  - Interdepartmental Plan Review Coordination
- **Water Operator Support**

Thomas Bekele
Director of Public Works
2175 Cherry Avenue,
Signal Hill, CA
(562) 989-7355
tbekele@cityofsignalhill.org

Staff Provided

Water Utilities Department

- **Water Utility Engineer**
- **Sr. Level Water Systems Operator**
- **Water Operator Consultant**
- **Water Systems Consultant**

Public Works Department

- **Deputy Director of Public Works**

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City of Lomita

With a small engineering staff and diverse project portfolio, the City of Lomita wanted a flexible solution to address its engineering and project management needs. They contracted with Project Partners to provide as-needed senior engineering talent with a broad range of expertise. Over the course of our multi-year contract, Project Partners supplied Lomita with various engineers and project managers, including Public Works Project Managers, CIP Project Managers, and a Right of Way Engineer. This collaboration enabled Lomita to successfully complete numerous projects and achieve its engineering department's goals.

Contract Value for Services & Fees **$529,000**

Contract Duration **2021-2024**

Carla Dube Dillon
Director of Public Works
24300 Narbonne Ave
Lomita, CA
(310) 325-7110 x124
c.dillon@lomitacity.com

Services Provided

Public Works Engineering Services

- **CIP Project Management**
  - Scoping and Budget Development
  - RFQ / RFP Development
  - Design Consultant Coordination
  - Contract Management
- **On-Site Public Works Plan Check Service**
  - Review and Redline Development Plans
  - Code Interpretations / Develop Inquiry Response
  - Interdepartmental Coordination
  - Right of Way Activity Management
- **Development Permit / Counter Support**
  - Building Permit Processing and Issuance
  - Plan Review and Inspection
  - Records Maintenance and Filing

Staff Provided

Public Works Department

- **Public Works Project Manager**
- **CIP Project Manager**
- **Right of Way Engineer**

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Project Partners
23195 La Cadena Dr.
Suite 101
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fax *949.852.9322*

Section 5

References

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5 References

5.1 PROVEN TRACK RECORD IN PUBLIC SECTOR CONTRACTS

Providing support to public agencies is what we do. In the last 5 years alone, Project Partners has fulfilled over 50 contracts with cities for a total value of over 14 million dollars. Below is a table detailing 20 of our most recent contracts as well as the current contact information of the project manager.

Contracts for Public Works

Within the Last 5 Years

#	Agency	Contract Title	Amount	Contact Person
1	City of Santa Ana	Engineering, Technical, and Administrative Support	$3,500,000	Rudy Rosa - City Engineer (714) 647-3379 rrosas@santa-ana.org
2	City of Ontario	As-Needed Contract, Professional Engineering Staffing Services	$1,100,000	Scott Burton - General Manager (909) 395-2682 sburton@ci.ontario.ca.us
3	City of Anaheim	Temp Services Contract	$1,000,000	Rudy Emami - Public Works Director (714) 765-5065 remami@anaheim.net
4	City of El Monte	Engineering and Water Operations Support	$903,315	Leticia Ortiz - Senior Public Works Project Manager (626) 580-2022 Lortiz@elmonteca.gov
5	City of Corona	On-Call Engineering and Professional Services	$750,000	Kenny T. Nguyen - City Engineer (951) 736-2201 kenny.nguyen@coronaca.gov
6	City of Santa Ana	Engineering, Technical, and Administrative Support	$500,000	Rudy Rosa - City Engineer (714) 647-3379 rrosas@santa-ana.org
7	City of Corona	On-Call Engineering and Consulting	$500,000	Kenny T. Nguyen - City Engineer (951) 736-2201 kenny.nguyen@coronaca.gov

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8	City of Santa Ana	Engineering and Technical Support	$500,000	Rudy Rosa - City Engineer (714) 647-3379 rrosas@santa-ana.org
9	City of San Gabriel	Engineering Inspection and Technical Support	$481,192	Greg Devinck - Director of Public Works (626) 308-2825 gdevinck@sgch.org
10	City of South Gate	Water Utility Engineering	$430,000	Art Cervantes - Assistant City Manager/Public Works Director (323) 563 - 9567 ACervantes@sogate.org
11	City of El Monte	Water Operations Support Services	$310,000	Leticia Ortiz - Senior Public Works Project Manager (626) 580-2022 Lortiz@elmonteca.gov
12	City of Newport Beach	Engineering and Inspection Support Services	$300,000	Michael Sinacori - Assistant City Engineer (949) 6447-3342 msinacori@newportbeachca.gov
13	City of Corona	Staff Augmentation Contract	$250,000	Kenny T. Nguyen - City Engineer (951) 736-2201 kenny.nguyen@coronaca.gov
14	City of South Gate	Public Works Project Management Services	$200,000	Art Cervantes - Assistant City Manager/Public Works Director (323) 563 - 9567 ACervantes@sogate.org
15	City of Fullerton	Professional Services Agreement Sr. Water PM	$130,000	Stephen Bise – City Engineer (714) 738-6852 stephen.bise@cityoffullerton.com
16	City of Encinitas	Principle Engineering Support Services	$125,000	Jill Bankston - City Engineer (760) 633-2839 Jbankston@encinitasca.gov
17	City of San Gabriel	Project Management	$121,800	Greg Devinck - Director of Public Works (626) 308-2825 gdevinck@sgch.org
18	City of San Juan Capistrano	Temporary Engineering Support Services	$120,000	Joe Parco – City Engineer 949-443-6353 jparco@sanjuancapistrano.org
19	City of Santa Clarita	Project Management Support Services	$115,000	Damon Letz – City Engineer (661) 255-4982 dletz@santa-clarita.com
20	City of San Clemente	Staff Augmentation	$95,000	Amir Ilkhanipour (949) 361-6140 IlkhanipourA@san-clemente.org

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Section 6

Fee Schedule

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Project Partners

Project Partners
Standard Rate Schedule 2024
City of Gardena

CLASSIFICATION	HOURLY BILLING RATE
Engineering	
Entry Level Engineer	$120
Assistant Engineer	$125
Associate Engineer	$148
Senior Civil Engineer	$161
Construction / Project Management	
Associate Project Manager	$140
Construction / Project Manager	$151
Sr. Project Manager I	$161
Sr. Project Manager II	$182
Sr. Project Manager III	$192
Engineering Analyst	
Engineering Analyst I	$88
Engineering Analyst II	$99
Engineering Analyst III	$109
Engineering / Permit Technician	
Engineering Tech/Analyst I (admin)	$94
Engineering Technician II (Jr. Engineer)	$99
Engineering Technician III (Assist/Associate Engineer)	$115
Sr. Engineering Technician	$125
Construction Inspector	
Construction Inspector	$177*
GIS	
GIS Technician	$109
GIS Analyst	$125
Sr. GIS Analyst	$135
GIS Administrator	$156
Specialist Engineer	
Specialist Engineer I	$182
Specialist Engineer II	$198
Specialist Engineer III	$208
Specialist Engineer IV	$224

**Subject to state DIR prevailing wage requirements*

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Appendix

Resumes

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Project Partners

Partners in Building Engineering Careers and Teams

Summary of Qualifications

Ajith Peiris, P.E.

Project Level

Senior Civil Engineer

Qualifications

- *Senior Engineer With Over 40 Years Of Experience*
- *Over 30 Years of Experience at LA Metro*
- *Extensive Experience In Transit and CIP Project Management, Design, Construction, and Structural Engineering*
- *Proficient In Preparing Bid Packages, Design-Build Specifications, and Cost Estimates and Evaluating Designs for Value Engineering and Cost Savings*
- *Strong Written And Oral Communication Skills*

Relevant Experience

LA Metro, Los Angeles, CA (Jun 1990-Jan 2021)
Senior Director, Engineering

Supervised and Managed DS Consultants on Transit Projects, reviewed consultant's designs for compliance with Metro design criteria, code compliance, interfacing among various disciplines, constructability and public safety. Validated designs, coordinate design reviews and resolve comments. Prepared bid packages assisted in bid process, participated in PET work process and made recommendations for award.

Managed Transit Project Construction, supervised CMSS and Inspection services, conducted design and construction progress meetings, evaluated, negotiated and processed COs and Claims, evaluated and processed contractor payments, supervised commissioning and testing, ensured projects are delivered safely within schedule and budget. Developed scopes of work, prepared RFP for DS & CMSS services, participated in rediness reviews, PET made recommendations. Prepare and managed DS/ CMSS TOs. Supervised DS and CMSS staff. Evaluated and approved payments.

Prepared Design Build Specification and bid packages for Transit Projects. Provided support during project bid, evaluation and award phase. Reviewed and evaluated Design-Build packages for value engineering for cost savings. Reviewed construction work plans and made recommendations.

Assisted in the development of work plans, budget process, safety guidelines, maintenance requirements and operational needs for design projects. Incorporate lessons learned to improve safety, performance and efficiency.

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Interacted extensively with Metro internal Departments and third Party Agencies including LA City , Caltrans, Fire Departments, LA County, LA DWP, LA DPW, LA City Council Offices, LA BOE, LA BSS, LA BSL, LA DOT, LA CAC, CA State Air resources Board, Water Board, Caltrans, Municipalities.

Projects Include:

- R2R: Reviewed overall Conceptual Design. Provided Civil/ Structural, Stormwater Management, Constructability , Overall Design Management Input during PE.
- Orange Line Electric Bus Charging Stations: DBB (Design Bid Build) DM (Design Manager) and CM (Construction Manager)
- Division 1 Master Plan: Design and Construction to be done in many Phases both with DB (Design Build) and DBB Provided DM and CM duties.
- British Rail: Designed railway bridges, tunnel structures, under- pass structures, overhead pedestrian bridges, railway tracks DB - DM and CM
- Division 3 Annex Building DB – DM, CM
- Metro Blue Line: Division 11 Maintenance Building Expansion DB – DM
- Metro Green Line: Aviation Station Site Improvements DBB - DM
- Metro Red Line: Cut and cover tunnel structure (Wilshire/ Alvarado station cross over structure and station structure interface) – DM performed structural design for Sverdrup Corporation & MRTC
- Metro Red Line drainage enhancements at Civic Center and Mac Arthur Park Stations - DM.
- Metro Red Line: Division 20, 1 st Street bridge expansion by City of LA DBB – provided Civil/Structural engineering support during bridge construction to safe guard Metro facilities and operation.
- East side Light Rail: Managed Civil design review and comments resolution.
- Metro Blue Line: Sound Wall at Wardlow station, DBB - DM
- ARRA funded Transit Improvements, DB – DM and CM.
- Division 4 LID Permeable Pavement DBB – DM & CM
- 425Kw Solar to Electric Power Generation System DB - DM & CM.

Ismail and Otova Structural Engineers, Marina Del Rey, CA (Oct 1983-Jun 1990)
Project Engineer

DM on the Red Line Crossover structure at Wilshire and Alvarado Station – Metro Contract # A175.

DM on new designs, renovations, and modifications. Designed various types of buildings in Commercial, Residential, Industrial, Institutional type of buildings in steel, concrete, wood, CMU, tilt-up. completed projects within schedule and budget.

Prepared specifications and cost estimates. Wrote technical reports. Represented company and dealt with other Engineers and third parties. Supervised 2 Engineers and 2 Draftspersons.

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Techna-West Engineering, Edmonton, Alberta, Canada (Jul 1981-Jul 1983)
Project Engineer

Managed Design projects on industrial and commercial buildings. Coordinated with Architects, City and Fire Departments. Supervised 3 Engineers and 3 Draftspersons.

Dow-Mac Concrete Ltd., Stamford, England (Sep 1978-Jun 1981)
Project Engineer

Managed Design Build contracts to provide alternate designs and construction to Railway bridges, tracks, cut and cover tunnels for grade separations. Supervised 2 junior Engineers and 2 Drafts persons.

Education

BS Middlesex University, London, England
Civil Engineering, 1978

Professional Certification

State of California registered Civil Engineer - C 44903.
State of California registered Qualified SWPPP Developer (QSD) - # 21015
State of California registered Qualified SWPPP Practitioner (QSP) - # 21015.

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Project Partners
Partners in Building Engineering Careers and Teams

Summary of Qualifications

Leon Swain, P.E.

Project Level

Senior Civil Engineer

Qualifications

- *City of Santa Monica's Director of Public Works/City Engineer, City of Palmdale's Interim Director of Public Works*
- *Licensed Professional Civil Engineer in CA*
- *Over 34 Years of Experience in the Public Works Sector*
- *Extensive Public Works And Capital Improvement Project Management Experience*
- *Strong Written and Oral Communication Skills*
- *Team Player*

Relevant Project Experience

City of Culver City, CA (2020-2021)
Interim Senior Civil Engineer

- Provided Interim Project Management Services for a number of projects including Washington Blvd. Stormwater Capture, Mesmer Pump Station Replacement, Transfer Station Push Wall and the APWA award winning Culver Boulevard Realignment & Storm Water Capture Project. The Culver Blvd. project was an $18.3 million multibenefit project that improves traffic, pedestrian safety, bicycle mobility, and improves and maintains water quality by capturing runoff from 796 acres of watershed, treats and stores runoff in an eight-acre-foot underground reservoir, and filters and discharges a portion of the treated stormwater back into the storm drain system. Treated stormwater is also pumped and used as irrigation for the two-acre landscaped median.
- Administered various grants including: a $7,778,795 State Proposition 84 grant which required quarterly reports to be submitted to the State Water Board along with reimbursement requests; an L.A. County Open Space Grant, and an MWD Grant.
- Assisted with the coordination of Utility Undergrounding District 11 on Sepulveda Blvd at Culver Blvd

Project Partners Inc., Assigned to the City of Long Beach, CA (2018-2019)
Interim City Engineering Support Services

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- Provided general engineering and administrative support to the City Engineer and staff related to major and secondary street improvements, concrete repairs, new curb ramps and curb ramp repairs.
- Provided engineering administrative assistance for labor compliance, citywide bridge program, city standard plan development, and mobility projects.
- Assisted with the development of procedures for ADA curb ramp program, sidewalk program, labor compliance for public works projects, public outreach and advance construction notification, construction change order approvals, records retention, standard plans, standard bid documents, labor compliance and contract change orders.
- Represented the City on the MTA Streets and Freeways Committee, the California Mult-Agency Benchmarking Committee, Quarterly Ad-hoc Utility Coordination Meetings, and public meetings.

City of Palmdale, CA (2017-2018)
Interim Director of Public Works

- Reported to the City Manager; managed comprehensive Public Works functions including a $15 million operating budget and a $132 million capital improvement budget.
- Responsible for various divisions including Administration, Engineering, Traffic Engineering, Program Management, Environmental and Maintenance with 100 department employees. Maintenance Division included: Facilities (64 buildings - 418,000sf and 43 parking lots with 6,308 marked parking stalls), Landscaping (230 Assessment Districts with over 210 acres and 10,575 trees, 4,758 street trees and 1,044 acres of vacant parcels), Parks (22 parks with 588 total acres, 3 pools and a Community Water Park), Fleet, Streets (508 street centerline miles, 560 linear miles of sidewalk and 9 bridges), Traffic Signals, Signage & Markings (130 Traffic Signals, 14,500 traffic signs & 2,500,000 sf of markings & 36 miles of fiber optic cable), Sewer (393 miles of sewer mains & 8,433 manholes), Recycled Water (10,570 linear feet) Street Lighting, Transit Amenities (129 shelters & 187 benches, GIS & Drainage (267 drainage basins over 110 acres) and Vehicles & Equipment (~500).
- Prepared an Infrastructure Sustainability Report which provided an overview of the City's current significant public infrastructure assets and included information regarding the resources currently invested, key maintenance challenges & recommendations for pursuing the ultimate goal of maintaining this infrastructure in a state of reasonable good repair for the long-term benefit of the community and to promote resilience, economic sustainability and community pride.
- Advanced the purchase of 17,901 streetlights from Southern California Edison.
- Served as Assistant Executive Director of the Palmdale Recycled Water Authority.

City of Santa Monica, CA (2008-2016; Retired in 2016)
Director of Public Works/City Engineer

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- Managed a large multi-service Public Works operation including 250 employees, with an operating budget of over $60 million and a capital improvement program of over $300 million (Divisions included: Administrative Services, Architecture Services, Cemetery, Civil Engineering, Permits & Inspection, Resource Recovery & Recycling, Street Maintenance and Water Resources (Water & Wastewater)
- Completed the reorganization of the former Solid Waste Management Division while renaming the division Resource Recovery & Recycling to better align the division name with its ultimate mission and pursuit of zero waste
- Implemented a citywide commercial solid waste collections program while demonstrating continuous improvement demonstrated by survey results for customer satisfaction
- Initiated a department-wide evaluation of services (APWA self-assessment) and implemented various organizational changes to improve services to reflect the best public works management practices including project delivery
- Obtained the Relinquishment of Lincoln Blvd. from Caltrans to establish local control along with $2.1 million to improve the corridor
- Successfully led multi-departmental response and organized community meetings to address concerns regarding the use of public right-of-way which received national media attention and resulted in community consensus
- Provided skilled leadership in delivering many top caliber, award-winning public sector projects including multi-jurisdictional projects such as: the Expo Light Rail Line and Bike Path, Regional BBB Bus Stop Improvements and Regional Watershed Improvements; other projects included the Annenberg Beach House, park projects and public infrastructure projects including the Santa Monica Pier Renewal, Colorado Esplanade, California Incline Bridge Replacement, Idaho Trail Pedestrian Overpass, Palisades Bluffs Stabilization, Santa Monica Treatment Plant & Charnock Well Field Improvements, Ocean Park Complete Green Street, 20th & Cloverfield, as well as projects related to streets, bike lanes, sidewalks, alleys, street lighting, traffic systems, drainage systems, water and wastewater improvements and Airport improvements including runway, parking, fencing & lighting
- Significantly improved customer service and processes in the Land Development section by considering the needs of those who utilize city services while 1) improving plan review response times, 2) increasing online services in lieu of counter visits, and 3) eliminating excess bureaucracy where possible
- Oversaw the development of the current program for submitting capital improvement project applications for review and ranking by the CIP Committee
- Received several APWA Best project awards (both national & regional)

City of Palmdale, CA (1989-2008)

Director of Public Works (2003-2008)

- Reported to the City Manager; managed comprehensive Public Works functions including a $37 million operating budget and an $88 million capital improvement budget
- Responsible for six divisions including Administration, Engineering, Traffic Engineering, Program Management, Environmental and Maintenance with 184 department

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employees; Maintenance Division included: Facilities (42 buildings), Landscaping (207 Assessment Districts; over 145 acres), Parks (21 parks with 576 total acres), Streets (550 centerline miles) & Drainage and Vehicles & Equipment (~500)

- Acquired $33 million in transportation grants from Metro in 2007 alone
- Initiated the national public works accreditation process through the American Public Works Association (APWA); Palmdale was the first agency in LA County to be accredited
- Developed an Integrated Regional Water Management Plan for the region as part of a regional effort involving 11 public agencies who approved the plan unanimously
- Department received approximately 50 awards during my tenure including Helen Putnam, APWA Best Projects, Air Quality & Use of Disabled staff

Deputy Director of Public Works (1994-2003)

- Reported to the Director of Public Works; managed a seven member Division of Program Management which completed more than $200 million in city capital improvement projects
- Completed a strategic plan for the department resulting in many accomplishments, including:
  - Internalized street maintenance operations vs. contracting with LA County to improve services
  - Established and developed a new 12-acre City Maintenance Center to accommodate all City Maintenance staff and enhance operations
  - Successfully re-formed 95% of all (~200) landscape assessment districts within the City by conducting Proposition 218 votes
  - Redeveloped Civic Center, including building a new City Development Services building, Courthouse & Cultural Center surrounding a new Civic Center Park
  - Constructed 12 city parks (~360 acres) including an outdoor amphitheater, water park, softball, baseball & soccer complexes, 2 pools, 2 gymnasiums, 2 skate parks, nature parks, equestrian parks, trails and an Airpark
  - Constructed first Environmental Collection Center in the Region
  - Developed the Palmdale Transportation Center for Metrolink & future High Speed Rail services
  - Established first City Traffic Operations Center & installed 50+ traffic signals
  - Developed citywide trails system
  - Constructed & renovated approximately 100,000 sf of City buildings including: City Hall, City Services Building, County Courthouse, Cultural Center, Playhouse, Library & numerous park buildings & office remodels

Associate/Senior Engineer (1989-1994)

- Reported to the Deputy Director
- Responsible for long-range planning for the department in the areas of drainage, solid waste, sewers and water supply
- Developed the City's first Solid Waste and Recycling Plan and Master Sewer Plan

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- Coordinated activities and funding of various water resource agencies in completing a groundwater basin study in partnership with the U.S. Geological Survey

City of Los Angeles, CA, Department of Public Works (1983-1989)
Supervising Civil Engineer I

- Reported to one of five District Engineers within a County Department of 3,600 employees
- Managed, as Project Engineer, a six member staff in preparing plans, cost estimates and specifications for various infrastructure related projects for the County of Los Angeles
- Held four increasingly responsible engineering positions with the County Department of Public Works
- Prepared design plans and project specifications; updated standards; streamlined review processes and improved employee access to technology

Education

Graduate, University of California, Los Angeles (UCLA) Anderson School of Management Executive Program (certificate) September 2006 – April 2007

MPA California State University, Los Angeles, 1997

BS University of Maine
Civil Engineering, 1983
Member of Chi Epsilon - Civil Engineering Scholastic Honor Society

Professional Affiliation

Previous Board Member for the American Public Works Association – Southern California Chapter (2003, 2004, 2008, 2009)

Past-President American Public Works Association – Southern California Chapter, High Desert Branch (2003-2004)

Previous President (1997) and Board Member of the Professional Engineering Association of the Antelope Valley

Community Involvement

- AQUA 388 Home Owners Association – Vice-President (2021-Present)
- Pacific Bay Towers Home Owners Association – President and Board member (2011-2017)

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- Guest Lectured for Michael Dukakis Public Policy class at UCLA Luskin School of Public Affairs (2009)
- Westside Union School District – Elected School Board Member (1991-1993)
- Highland High School – Principal's Advisory Committee (2000-2003)
- Antelope Valley Union High School District Regional Occupational Program Joint Industrial Technology Advisory Committee (2001)
- Young Men's Christian Association (YMCA), Basketball Coach (1999)
- City of Palmdale Parks & Recreation Leagues, Basketball Coach (1994-1998)
- City of Lancaster Parks & Recreation Leagues, Basketball Coach (1999)
- American Youth Soccer Association (AYSO), Soccer Coach (1994, 1999)

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Project Partners

Partners in Building Engineering Careers and Teams

Summary of Qualifications

Joseph Gnade, P.E.

Project Level

Senior Civil Engineer

Qualifications

- *32 Years of Professional Engineering Experience with the City of Los Angeles Department of Public Works*
- *Retired from the City of Los Angeles as of July 24, 2015*
- *Experienced in Land Use Engineering, Public Infrastructure and Planning*
- *Provided Project Management for Sewer Rehabilitation and Replacement Projects*
- *Strong Quality Assurance, Safety and Construction Skill Set*
- *Strong Communication Skills (Written And Oral)*
- *Good Team Player*

Relevant Experience

City of Los Angeles, Department of Public Works (1985-2015)

2001-Present

Section supervisor for land use engineering; recommend public infrastructure requirements for tracts, parcel maps, conditional use permits, zone changes, zone variances, and site plan reviews; process final subdivision maps; represent the City Engineer at the City Council's Planning and Land Use Management Committee.

1998-2001

Project Manager for various relief sewer and sewer rehabilitation/replacement projects; supervise the design and construction management of sewer projects; prepare master schedules; update the Uniform Project Reporting System; assist in development and implementation of Bureau-wide Master Specification.

1992-1998

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Staff Civil Engineer to the Director of the Bureau of Contract Administration; develop and maintain safety program; update quality assurance procedures; represent the Bureau at subcommittees and task forces of the Standard Specifications for Public Works Construction.

1985-1992

Supervise sections responsible for: 1) planning and designing stormwater runoff control projects and programs; liaison with federal, state, and local water resources and flood control agencies; 2) coordination and management of consultant contracts for wastewater facilities; 3) procedural manuals, standard plans, and standard specifications.

1983-1985

Planning, designing, and construction engineering for storm drain and sewer projects; plan checking of private development public works improvements.

Education

MS California State University Long Beach, Long Beach, CA (1998)
Civil Engineering, Minor Environmental area

Contract Management Certificate, UC-Irvine (1995)

Specialized Training

- Disaster Service Worker (2013)
- Sexual Harassment (2011)
- Work Place Violence (2008)
- Grievance Handling (2008)
- Subdivision Map Act (2007)
- Project Management (2004)
- Land Use Planning (2001)
- Microsoft Project (2000)
- Reengineering Federal Aid Transportation Projects (1996)
- AutoCAD (1996)
- GIS in Public Works (1996)

Professional License

Professional Civil Engineer, State of California, No. C40717

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Fred Rubin, P.E.

Project Level

Senior Civil Engineer

Qualifications

- Professional Civil Engineer with Strong Public Works Project Management Experience
- Managed Environmental Issues, Solid Waste, Capital Projects, Land Development
- Provided Oversight for Construction, Permitting, Building Codes and Subdivision Standards
- Managed Transportation and Flood Control Capital Improvements
- Retired Assistant Director of LA County Dept. of Public Works
- Oversite of Operations and Capital Projects Management Experience
- Strong Communication Skills (Written and Oral)
- Good Team Player

Relevant Solid Waste Experience

County of Los Angeles Department of Public Works (2009 – 2010)
Assistant Director

- Negotiated numerous solid management contracts with over 100 haulers. Led settlement negotiations with the State Waste Board and implementation of actions that absolved the County of potentially millions in fines and a negative political environment due to non-compliance with State mandates of AB 939. Presided over Los Angeles County's most complex solid waste management system in the nation, comprised of 11 Class III landfills, 13 inert waste landfills and over 60 materials recovery transfer and processing facilities.

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Other Relevant Experience

Management Consultant (2010 – present)

- Providing technical expertise and assistance to the Santa Monica-Malibu Unified School District. In collaboration with environmental contractor and the local community developing a plan for environmental testing and cleanup for the highly publicized problem of environmental contamination at Malibu High School.
- Providing technical expertise and assistance for private property owners to mitigate planning issues arising in the property design and development process, and assist owners of residential property to resolve permitting and construction issues associated with private property improvements.

County of Los Angeles Department of Probation (October 2010 – June 2013)
Management Consultant

Provide consultant services for the following:

- Provided project management oversight and design for Security Enhancement Capital Projects totaling $12 million to install and integrate modern security technology systems in very high risk juvenile detention facilities. Projects were completed on schedule and below budget.
- Assisted in the technical development and implementation of a videoconference program to be used in the Individual Education Program (IEP), Multi-Disciplinary Team (MDT) processes and AB109 offenders program at Probation camps and halls.
- Assisted Risk Management staff in developing and implementing solutions to prioritize risk reduction measures and improve corporate culture for reducing costs of return-to-work programs.
- Analyzed and improved the operation and management of equipment and fixed assets dispersed in over 80 area wide locations including all juvenile halls and probation camps.
- Developed a planning analysis for improvement of the fleet management system including in-house and out-sourced management of all fleet operations from vehicle acquisition to disposal in order to reduce overall transportation and staff costs.

County of Los Angeles Department of Public Works (2009 – 2010)
Assistant Director

- Provided executive and administrative assistance to the Director of Public Works in the overall administration of the Department.
- Directed the engineering, fiscal, information technology and human resources functional units comprised of over 2500 employees.
- Assisted the Director in establishing Departmental policy within the scope of the Board of Supervisors' policy and legal requirements, directed its execution, and evaluated work accomplished.

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- Assisted the Director in the development of changes in organization, staffing, work processing and management information systems to consolidate functions, increase effectiveness and efficiency, and reduce administrative costs.
- Directed emergency activities of the Department during storm periods and following disasters such as earthquakes, fires, and land and mudslides.
- Prepared recommendations for the adoption, enactment and amendment of County ordinances, resolutions and regulations, federal and State statutes and the County charter in order to provide effective and economical administration of the Department.
- Represented the Department Head before legislative bodies and other public and private organizations on matters related to Department activities and financing.

County of Los Angeles Department of Public Works (2008 – 2009)
Deputy Director

- Assisted in the direction, management and administration of all phases of the Department. Formulated branch plans, policies, standards and procedures and directed the activities of the branch.
- Assisted in the preparation and administration of the Department budget and prepared the branch budget.
- Provided administrative oversight and support to engineering and administrative divisions such as Building and Safety, Environmental Programs, Land Development, and Waterworks Divisions with a total of over 600 positions consisting of engineers, field personnel, technicians, administrative and clerical support staff with a combined budget of $300 million.
- Participated as part of the Administration team in providing emergency response, establishing policy and standards, collaborating and facilitating team building efforts, providing departmental leadership, supporting leadership transition, and working towards consistently fulfilling the Department's vision and mission.
- Represented the Department's administration in high level committees working collaboratively with the Chief Executive Office, Department of Regional Planning and other Departments to accomplish high profile projects such as Low Impact Development Standards, Green Building Ordinances, and the Plastic Bag Program.
- Collaborated with the Administration team to effect work unit consolidation and organizational efficiencies required due to declining operating revenues.

County of Los Angeles Department of Public Works (1990 – 2008)
Assistant Deputy Director

- Functioned as the administrative and technical head of large divisions organized for accomplishing major departmental objectives and providing support to achieve the objectives.
- Directed the functions of engineering, administrative and operational units. Responsible for planning, assigning, directing and evaluating the work of subordinates in such areas as environmental programs, water resources,

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geotechnical engineering, traffic operations, fleet maintenance, electrical and power, facility maintenance, warehousing and inventory

Professional Accomplishments

- *Construction and Development*
  Provided executive oversight for construction and development including issuing permits, enforcing building codes, ensuring compliance with proper subdivision standards, and managing small to medium sized capital projects for County Departments.

- *Transportation and Flood Control Capital Improvements*
  Provided executive oversight for the planning, design and construction for Roadway and Flood control capital improvements in excess of $100 million and maintenance of over $400 million annually.

- *Security Technology/Detention Facilities*
  Provided direct project management oversight and design for Security Enhancement Capital Projects to install and integrate modern security technology systems in very high risk juvenile detention facilities. The projects totaling $12 million were completed on schedule and below budget.

- *Green Buildings Program*
  Provided Departmental oversight in establishing policy on green ordinances including Green Buildings, Low Impact Development Standards, drought tolerant landscaping, building code and legislative activities. The ordinances provided for sustainable building practices for energy and water conservation and incorporated environmentally sensitive site planning, resource efficient building materials and superior indoor environmental quality.

- *Climate Action, Sustainability, Energy, Environmental and Water Conservation Policy*
  Provided Department oversight in County-wide multi-departmental sustainability teams tasked with managing all of the County's energy and environmental activities as they related to AB32 and other climate change programs compliance. This included a mission to establish policy on energy, water efficiency, water conservation, environmental stewardship and incorporates sustainability activities for fleet, transportation, land use, waste management, energy, and buildings.

- *School Education/Environmental Education*
  Created and provided executive oversight for a model public outreach program for grades K-6 regarding source reduction and stormwater pollution prevention inspiring positive environmental action. Provided training and support to secondary schools, teachers and students for environmental education. Reached over 1000 schools and almost half million students over a two year period.

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- *Fiscal Responsibility*
  Provided executive oversight assuring a fiscally sound and balanced financial system for the Department. Budget planning included all Fiscal, Budget Fund Management and Internal Audit functions for the Department and formulation and administration of the approximately $2 billion budget which included 116 different sources of bond and non- bond funds.

- *Assembly Bill 811 State Mandate*
  Represented the Department of Public Works in the Los Angeles County AB 811 Program Committee to establish a Countywide energy efficiency financing program which included investigating and confirming program legality and financial feasibility, developing a financial analysis, creating a region wide program design and engaging regional stakeholders in planning and development.

Skills

- Operations Management
- Capital Projects Management
- Process Improvement
- Negotiation
- Strategic Planning
- Risk Analysis
- Fiscal Responsibility
- Cross Functional Team Leadership
- Organizational Development
- Municipal Government

Professional Certifications

- California Professional Engineer
- American Society of Civil Engineers

Education

MS University of Santa Monica
Applied Psychology

BS University of California, Los Angeles
Civil Engineering

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Project Partners
Partners in Building Engineering Careers and Teams

Summary of Qualifications

Mark Komoto, P.E.

Project Level

Construction / Project Manager

Qualifications

- *42+ Years' Experience In Field of Civil Engineering*
- *16+ Years Working in Public Works (Anaheim)*
- *Projects Experience In Planning, Directing, Supervising, & Controlling*
- *Managed Federal Grants, Public Works Development Projects and Fiscal Budgets*

Relevant Experience

Project Partners, Laguna Hills, CA
Assigned to City of Pasadena
Project Manager

In accordance with the City of Pasadena's Capital Improvement Program for FY 2015/2016, two projects were funded (1) sanitary sewers repairs, and (2) CMP storm drain repairs. As a temporary contract employee, I developed plans, specifications, and estimated (PS&E) documents for the repair of sewers and storm drains based upon video maintenance logs, and the priority needs of the City. These documents were necessary for the City to publicly bid the two repair projects in February 2016. APWA Standard Plans, Greenbook Specifications, the City's title sheets/general notes, and broiler plate specifications were utilized in the preparation of the required documents.

Darnell Technical Services (DTS), Santa Ana, CA (3 Years)
Project Manager (part-time)

- Manage transportation projects & proposals such as the California Hi-Speed Rail Project Proposal.

Anaheim Chapter Experience Unlimited (ACEU), Anaheim, CA (3 Years)
Project Manager

- Managed the Employer Outreach Committee for ACEU.

City of Anaheim, Anaheim, CA (16 Years)

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Senior Civil Engineer and Associate Civil Engineer (ACE)

- Managed Street & Hydraulic Design staffs; selected and trained staff of 3 – 16 people.
- Developed fiscal budgets.
- Developed & administered RFP's.
- Managed the City's Capital Improvement Program (CIP).
- Established Special Assessment Districts for arterial highway, storm drain, & sanitary sewer facilities.
- Planned & coordinated engineering projects with in-house departments, private consultants, & other governmental agencies such as OCWD, OCSD, OCPF&RD, & Caltrans.
- Managed the Subdivision Section, Public Works Department for plan-checking private development plans and applying the State Subdivision Map Act & CEQA.
- Redesigned and constructed the Honda Center sanitary sewer system within 6 weeks prior to the next major public event.
- Managed the PMS Annual Report that was necessary for OCTA, State, & Federal grants. The PMS report set highway street priorities and the completed watershed area & sanitary sewer master plans (determined drainage & sewer deficiencies) for its CIP program.
- Managed CIP projects involving reconstructed & rehabilitated arterial streets, drainage, and sanitary sewers as Katella Avenue, Harbor Boulevard, Lincoln Avenue, Ball Road, & Santa Ana Canyon Road. All projects met design & construction budgets, schedules & qualified for grant funding.

Computer Skills

Utilized Microstation, AutoCad; Caltrans Highway Design Manual, Caltrans Standard Plans & Specifications (2010); APWA, AASHTO standards & specifications; CSI specifications; NPDES regulations

Professional Registration

Registered Professional Civil Engineer in California (#C 43403), Colorado and Arizona

Education

BS Colorado State University, Fort Collins, Colorado
Civil Engineering

United States Army, Fort Carson, CO.
Second Lieutenant, Combat Engineer Platoon Leader

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Project Partners
Partners in Building Engineering Careers and Teams

Summary of Qualifications

Hany Henein, P.E.

Project Level

Construction / Project Manager

Qualifications

- *Professional Engineer With Over 40 Years Of Experience*
- *27 Years With The County Of Orange*
- *10 Years With Other Local Municipalities*
- *Extensive Experience In Project And Construction Management, And Design*
- *Strong Written And Oral Communication Skills*
- *Team Player*

Relevant Experience

Project Partners, Inc. (April 2023-June 2023)
Water Plan Check Engineer

Assignment was staff augmentation in the county of LA Water Work Division/Development services (Senior Civil Engineer level). Plan checked all and any water facilities for the new developments or the existing ones for additional services which included: new transmission and distribution water lines, pump stations and water tanks both for their structure stability and hydraulic capacity, new water services, new fire hydrants, etc. After verifying the conditions of approval for the new developments established by Tract Maps, Parcel Maps, conditional use permits and single individual lots, verified/checked the legals for new easements/lots to be dedicated to the county by separate instruments (originally was not dedicated on the original Map), verified, and checked that all the development agreements were in place and their associated fees were paid. Clarified and interrupted the county standards, policies, and procedures to the county clients/engineers.

MNS Engineers (August 2022-November 2022)
Structural Representative

Assignment was as a Structural Representative with Cal Trans. Reviewed and approved the Contractor submittals, RFIs, negotiated Contract Change Orders, interpreted the plans and the specifications to both the Contractor and the inspector for the project, prepared all the project files based on Cal Trans format, reviewed and approved progress payments, weekly statements, etc. and performed the technical inspection for certain technical elements of the project.

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Cannon Corporation (April 2021-August 2022)
Senior Resident Engineer

Managed the construction projects for the Cities that are contracted with the company. These Cities include Gardena, Huntington Park, and Santa Ana. Acting as the Resident Engineer and the Construction Manager, planned and scheduled all the projects activities which included, material approvals, progress payments, negotiating and settling contract change orders and disputes, preparation of record drawings/As Built plans and organized and attended project progress meetings to keep the project on schedule and to monitor its cost for the City's budgetary considerations.

In response to the local municipalities advertised RFP's and RFQ's, wrote the firms proposals (in association with the marketing department) which included the companies experience to similar projects, proposed staffing based on the projected needs, pricing for the proposed services and the type of services to be provided.

Infrastructure Engineers (August 2016-January 2021)
Construction Manager

Managed the Construction Division and the cities that the company served. Some of the cities served during this employment were Bell Gardens, Montebello, Huntington Park, Baldwin Park, Lynwood, and El Monte.

Acting as the Resident Engineer, the Project Construction Manager, and the City's Project Manager, planned and scheduled all the project activities which included material approval, progress payments, negotiating and approval of the Contract Change Orders, matched and dispatched the right inspector for the project needs, responded to all the requests for information for the project and monitored the Labor Compliance for the projects. Also supervised the administrative staff and organized all the project files based on the client requirements. Attended and processed the CalTrans auditing (when required) on behalf of the Cities. Said projects included Parks, Highways, Storm Drains, Traffic Signals, and Rehabilitations of existing Infrastructure for clients.

Also, QA/QC for some of the design projects, plan checked Grading Plans, Legal Maps, Hydrology Reports and Improvement Plans for new development. Checked and processed entitlement for new projects, approved and signed Legal Description, Tract Maps, Parcel Maps as the City's Surveyor and wrote the Conditions of Approval for new developments.

City of South Gate (March 2010-August 2016)
Senior Engineer

Capital Improvement Projects: Active role in securing grant funds for the Capitol Improvement Programs. Supervised and managed all the City's consultants for both Design and Construction Projects including QA/QC the design plans, preparing the funding plans for the project, securing all environmental, regulatory, and other agencies permits. The Firestone Blvd. and Atlantic Ave Project also included rebuilding 2 Railroad Crossings and securing additional funds for it.

Land Development: As a licensed Land Surveyor, signed Tract and Parcel Maps, Legal Descriptions, Lot line adjustments, etc. Met with the developers and aided them through the process, discussed the Public Work conditions of approval prior to the Planning

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Commission meeting, initiated the conditions of approval for tract, parcel maps, Conditional use permits and Site plans. Calculated the bonds and their amounts, plan checked and inspection fees. I attend the Planning Commission meetings to introduce and discuss items. Also wrote the slate for the City's Conditions of approval and introduced new forms for bonds. Handled the Azalea and Cross Road Shopping Centers from their conception to building permits including their entitlements.

City of Riverside (November 2008-August 2009)
Senior Engineer

Contract Administration - Upon the award of the project, documented the pre-construction condition of site to identify any potential problems for existing structure and facilities, identify potential problems that may arise during construction such as utilities etc. Organized and hosted the preconstruction meeting where all the identified problems were discussed with the contractor, utility companies' representatives etc. Upon the issuance of notice to proceed, reviewed, approved, and monitored the construction schedule, oversaw the construction, and provided technical support to the inspectors, monitored the project budget to avoid cost overrun and coordinate with the utility companies for the relocation of their facilities. Initiated, negotiated and approved contract change orders, as necessary. Coordinate the construction activities with other city departments, other agencies, and the citizens of our city.

Kept the chain of command in the loop, City Council members and their aides fully aware of the construction activities and prepared press releases for the project as necessary to keep the public informed about any unusual activities (no surprises to the public) such as construction at nighttime, street closures or switching traffic signals etc.

With the completion of construction, settled the account with the contractor, filed a notice of completion for the project, secured and transferred the record drawing (As Built) plans to engineering and wrote the council report for acceptance of the project and the release of the contractor retention money and bonds.

City of Corona (May 2006-November 2008)
Senior Engineer

The primary duty included the attendance of both DPR and PRC meetings. In these meetings, provided guidance for the private developers for the city requirements regarding conditions of approval and fees to ensure a successful development and overall pleasant experience with the City. Reviewed and checked subdivision tract and parcel maps, lot line adjustment, map correction and easement deeds prior to their recordation. Responsible for checking engineering improvement plans, such as grading, street improvements, storm drain, water, sewer and reclaimed water and their related bonds to ensure proper inclusion of necessary public works and Department of Water and Power in private development to confirm to city standards and Riverside County Department of health requirements.

Also monitored the front counter where all City Permits and fees for both public works and Development Services were collected. Also handled all the annexations to the City from the County or private entities. Restructured the City's fee schedule for Development and attended items for the Planning Commission hearing.

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County of Orange (June 1979-March 2006)
Chief Engineer

Started as an Engineering Aide and promoted to Section Chief Engineer. The following are the highlights of assignments with the county.

Design: Worked in several capacities in the design sections which included Flood Control, Highway and Road and the Bridge Section. Planned, organized, directed, reviewed and assigned workload to professional /technical personnel on staff. Prepared and oversaw the preparation of plans, specifications, cost estimates and contract documents for the Flood Control District Capital Improvement and maintenance projects.

Ensured the quality and cost effectiveness of contracted private engineering firms' services by developing and reviewing contract documents and agreements with consulting engineers. Monitored, reviewed and approved their construction plans for the project.

Both in-house or contracted design work required project coordination with contracted engineering firms, utility companies, surveying department, soil reports, right of way coordination, and other municipalities such as state and local agencies. Occasionally wrote cooperative agreements for Joint Venture projects.

All projects required coordination with the regulatory agencies to secure their permits. These permits included Cal Trans, local cities, Army Corp of Engineers, Regional Water Quality Control Board, Fish and Game, Coastal Commission, Air Quality Municipal District and Department of Safety of Dams.

Occasionally participated in the standard plan committee, stand specifications committee and reviewed and modified county standard plans and design manuals as deemed necessary.

Land Development/Development Services: Worked in several capacities in Development Services, some of the duties included planning, organizing, directing, reviewing and assigning workload to professional and technical staff. Reviewed and checked subdivision tract and parcel maps, lot line adjustment and easement deeds prior to their recordation. Responsible for checking all bonds for the tract and parcel maps and their related engineering plans and calculations for grading, street improvements, storm drains and other utilities to ensure the proper inclusion of necessary public works in private development conforming to county standards. Wrote and approved tract and parcel maps, conditions of approval. Coordinated conditions of approval with local municipalities, as necessary. Upon completion of the improvement plans, responsible to release all bonds for the improvements. Also approved landscape plans and became remarkably familiar with the subdivision code and map act.

Construction: Inspected public work and occasionally subdivision and permits under construction. Interpreted plans, specifications, standard plans to the contractor's personnel. Responsible for checking any submittal by the contractor which included false work calculation and drawing for bridges, shoring calculations and drawings, project schedules and payroll for the contractor's personnel on the site.

Other job duties included developing the 4 scale for bridges, review traffic control plans, controlling the quantity and quality of materials being used on the job site, kept daily log of

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the job, prepared monthly progress payments, wrote and negotiated contract change orders and prepared samples for material testing.

Some of the bridges inspected required developing the prestressing force and the sequence for the prestressing of the bridge deck. Also reviewed the shop drawing and the manufacturing of the steel structural elements for the Railroad Bridge.

Education

BS Civil Engineering

Professional Certification

Professional Civil Engineer, CA, No. 33090

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Project Partners
Partners in Building Engineering Careers and Teams

Summary of Qualifications

Antonio B. Shaibani, P.E.

Project Level

Construction / Project Manager

Qualifications

- *Retired Senior Civil Engineer With Over 40 Years of Experience*
- *Almost 30 Years of Experience at City of Santa Monica*
- *Extensive Experience With a Wide Range of Public Works Projects Including Capital Substructure Improvement and Municipal Infrastructure and Development Projects*
- *Expert in Project Coordination, Plan Review, and Permitting of Complex Public and Private Developments*

Relevant Experience

MSR & Associates, Inc.
Professional Engineering and Land Development Consulting

As a consultant that specializes in providing professional civil engineering and land development consulting services for private developments as well as consulting services for municipalities in the South Bay area. Recent projects include several residential subdivisions, new SF and MF residential developments, and commercial projects in Santa Monica and the greater Los Angeles area. These projects involve preparation and processing of Topo-Boundary surveys, Tract/Parcel Maps, and preparation of hillside grading, drainage, SUSMP/LID, on- and off-site improvement plans for the new development projects.

City of Santa Monica (Retired)

Supervising Civil Engineer - Land Development and Technical Support (LDTS)

In charge of all activities and functions of “Land Development and Technical Support” (LDTS) team of the Civil Engineering Division. Solely responsible for review and processing of all tentative and final subdivision maps; ROW engineering including all street vacations, easement dedications, lot-line adjustments, review and approval of legal descriptions; and monitoring of numerous Development Agreements for compliance with the Public Works’ Conditions of Approvals.

The LDTS team provided customer service at the public works counter; performed plan check services on all private development projects and related offsite improvements; and

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processed utility excavation and wireless facility permits. Was also the City's coordinator on a complex "SCE Rule-20A" Utility Undergrounding District project.

Lead & Coordinating Engineer - Exposition Light Rail Transit Project (Phase II)

Responsible for all city plan reviews, coordination and permit activities on this second phase of the Expo Light Rail project through the City including existing condition assessment and future need projection of the City's infrastructures, extensive design reviews, coordination among various city departments, and negotiations with the Expo's Design-Builder for relocation and/or upgrade of all impacted city infrastructure, coordination of privately-owned underground utilities and sub-structures along the proposed corridor. Some of the City utilities that required upgrade and/or relocation included 8"-12" potable water mains; 10" recycled water main; 24" and 30" sewer mains; street light installations/conversion from high-voltage series to multiple circuit system; and other public utilities such as gas main, high- and low-voltage electric, and telecom facilities.

Project Manager

Green Street Improvement Program for the City's roadway Pavement Management System with annual budget of $5-7M. Developed design plans, specifications and cost estimates for the annual street resurfacing projects, and through innovations and use of several environmentally-friendly construction methods, materials, and products embarked on a "Green Street Improvement" program that incorporated use of Asphalt Recycled Hot Mix (ARHM) for street pavement overlays, Rubberized Emulsion Aggregate Slurry (REAS) for street and parking lot slurry seals, High-Volume Fly-Ash in reconstruction of intersections in PCC, application of Portland Cement Pervious Pavement (PCPP) in construction of street gutter plates and use of 'Rubbersidewalk' panels around street trees with aggressive root system. This program was recognized by the American Public Works Association, and received the "Project of the Year" award in 2003.

Design Engineer and Construction Manager

Worked on many different projects with varying responsibilities in span of a decade. Directly responsible for design, construction management and inspection of the projects including:

- Annual Water Main Replacement Projects with an annual budget of $1.5-3M for replacement of deteriorated and under capacity water mains throughout the city.
- Storm Drain Installation and Sewer Main Replacement Projects with varying annual budgets of up to $3M.

Field Engineer

Performed Field-Engineering responsibilities on "Arcadia Water Treatment Expansion Project" in early 90's - with a budget of $7M. This expansion project increased capacity of existing water treatment plant by lowering trichloroethylene (TCE) in city's water well supply to EPA acceptable levels. The project's main components consisted of installation of new baffle walls and aerators within the existing reservoir, construction of new GAC vessels, water softening and SCADA systems. Antonio provided construction observation and monitored project schedule, processed submittals and change order requests, maintained project files and record drawings.

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Education

BS Bolton Institute of Technology, U.K.
Civil Engineering, 1979

Professional Certification

Registered California Professional Civil Engineer, License No: 60904

University of California, Los Angeles
Engineering Management for Construction, 1992

Professional Affiliation

American Public Works Association, Southern California Chapter
American Society of Civil Engineers
California Land Surveyors Association, Los Angeles Chapter

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Project Partners

Partners in Building Engineering Careers and Teams

Summary of Qualifications

Indrawati Jones, P.E.

Project Level

Construction / Project Manager

Qualifications

- *Senior Engineer With Over 30 Years Of Experience*
- *Extensive Experience In Project Management*
- *Proven Experience In Managing All Phases of Construction Projects, Public Sector Contracting and Procedures*
- *Strong Written And Oral Communication Skills*
- *Team Player*

Relevant Experience

LA METRO, Westside Subway Extension (2013-Present)
Resident Engineer

Started work as Office Engineer for the utility relocation for the PLE, Section 1 five years ago. Responsibilities as an Office Engineer included handling submittals and requesting information. Performed the duties of a Project Manager. Continuously worked with LABOE, LADWP, utility companies and the Council office to solve construction issues to keep the project moving. Two years ago, moved from the PLE section I Utility Relocation project to help manage the future location of the 64 Maintenance Facility for the Purple Line Extension because of the complexity of the project and the many Los Angeles City political issues. Noted that the building design footprint was located on top of an active 90 inch Storm Drain. Requested that the location of the building to be moved away from the 90 inch Storm Drain because the City of Los Angeles would either not approve the plan, or Metro would be required to sign a revocable permit, thereby allowing the City of Los Angeles to demolish the building if they ever needed to repair or replace the 100 years old Storm Drain in the future. Assisted the designer in facilitating a new location by moving other smaller utilities to accommodate the new building. Continuously perform the role of Project Manager in solving multiple issue with LABOE, LADWP, utilities companies, the district Council office, and the Mayor offices.

City of Los Angeles, Bureau of Engineering (2000-2013)
Project Manager

Project Manager for the construction of various bridges in the City of Los Angeles, managing design of the new Riverside Bridge, managing design and construction of the US-101 bridge Arts and widening, managing design of the State St. Bridge, and the

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Winnetka bridge widening. Management tasks included the coordination between Federal Agencies, Caltrans, LACMTA (METRO), DWP above and underground power line, DWP 40" waterline, Gas lines, telephone lines, cable lines, sewer, storm drain, street lighting, traffic signal, etc.), Railroad companies, Army Corps of Engineers, County of LA, and various communities. Also the Project Manager for the construction of the non-profit Proposition K funded projects, troubleshooter and liaison for Council offices projects and Mayor's office. Managed a total of 45 projects within the program parameter ranging from $500,000 to $60 million. Also experienced in managing projects by building good working relationships and trust from the President of the Board of Public Works, Commissioner Ruiz, and other Board members.

City of Los Angeles (1981-1993)
Civil Engineer

Prepared six alignment alternatives and Class C estimates for the 710 Freeway Congestion Relief project at Valley Boulevard. Involved with Public Works projects such as 911 buildings at both locations, The Centinella Bridge, micro tunneling and tunneling sewer projects, B-permit on several projects, and advanced treatment for DWP to Harbor generation of salt water barrier. Responsible for calculating sewerage facility charges and Sewer Connection for public and assisted and answered customers' questions, and revised specifications for the installation and repair of Hollywood Walk of Fame Stars.

Interland Permai, Indonesia (1995-1998)
Project and Construction Manager

President Director of Design and Build Construction Company with 10 employees. Managed consultants, subcontractors and fabricators on projects such as PDFCI Bank and Offices on 23rd – 27th floors at Jakarta Stock Exchange Building(JSEB), 3 Dharmala Banks in Jakarta,1 Dharmala Bank in Surabaya, 1 Dharmala Bank in Semarang, 2 Dharmala Banks in Ujung Pandang, Fashion Café in BNI 46 high rise building. Closed out the company due to political turmoil in Indonesia.

Jones Lang Wooton, Indonesia (1994)
Senior Project Manager

A Senior Project Manager for an Australian Company to resolve several construction projects in Indonesia. Took over troubled Mall expansion project in its mid-term, brought it under control, created a new schedule and budget, and completed the project within the new parameters, managed the construction of Bank of America inside the JSEB, and partially managed the construction of Caltec Oil Company. Jones Lang Wooton is an Australian Company.

Education

MS California State University – Los Angeles
Structural Engineering, 1990

BS Tri-State University, Angola, Indiana (Honor Chi-Epsilon)
Civil Engineering, 1979

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Professional Certification

California Professional Engineering License – C42340

City of Los Angeles
Project Management Training Certificate - 2004

Public Works Project for Quality Assurance Compliance Training - 2000
Four months training program to inspect plans and specifications

City of LA Continuing Educational Classes - 1999-2013
Construction change order, scheduling, supervisor, AutoCAD, Microsoft programs, and Caltrans

Professional Skills

- Planning
- Design
- Supervision
- Construction
- Payments
- Negotiations
- Budgeting
- Scheduling
- Consultant/Contractor Selection
- Value Engineering
- Comparative Value/Cost Studies
- Selection of the Design and Engineering Teams

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Project Partners
Partners in Building Engineering Careers and Teams

Summary of Qualifications

Henry Completo

Project Level

Associate Engineer

Qualifications

- *Over 37 Years of Public Works Engineering Experience*
- *Retired from City of Torrance as Associate Engineer*
- *Reviewed Right-of-Way and Development Plans Submitted by Developers*
- *Experienced with City Development Standards, L.A. County and Caltrans Standards*
- *Very Familiar Grading Plans, Parcel Maps, Deed Restrictions, Set-Backs and Land Descriptions*
- *Currently Prepares Architectural, Structural Detailing and Development Plans*
- *He Reviews Easements, Reservations and Dedicated Areas for Public Use*
- *Strong Communication Skills (Written And Oral)*
- *Good Team Player*

Relevant Experience

Project Partners, Inc., (January 2015 – June 2015)
Consultant / Projects Engineer - City of San Gabriel – Development Services Division

Preformed review of proposed major private development and subdivision projects (hotels, condominiums, industrial facilities, and mixed-used developments) for entitlement purposes (City Planning Commission approval) and compliance with CEQA, NPDES, SUSMP, LID, SWPPP, grading and erosion control requirements, tract/parcel map requirements, and standard public works details and specifications. Monitors and inspects approved projects for compliance with approved planning conditions and specifications during construction.

Attends Applicant Review Sessions (ARS) for proposed major development projects for entitlement review. Met and liaised with city planners, architects, engineering consultants, other public agencies for planning, review, and production of working plans and specifications.

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Major Projects reviewed and plan checked:

- Proposed Crowne Plaza Hotel (252-room hotel) with multi-level underground parking garage and retail facilities at the ground floor.
- Proposed Commercial Building 500 E. Valley Blvd (3-story commercial building with 2-level underground parking structure).
- Proposed Mission Villas 130 S. Mission Drive (2-story residential/mixed-use building with underground parking
- Proposed Medical Buildings/Dialysis Center 237 and 402 Las Tunas Drive (2-story medical/professional buildings at 2 separate locations).
- Proposed mixed-used residential/retail building 600 E. Valley Blvd. (3-story building with subterranean parking structure).

Project Partners, Inc., (September 2013 – October 2014)
Consultant / Projects Engineer - City of Anaheim – Subdivisions and Development Division

Performed review of proposed major private development and Department of Public Works subdivision projects (hotels, condominiums, industrial City of Anaheim facilities, mixed-used developments, residential homes, etc.,) for entitlement, compliance with CEQA, NPDES, SUSMP, LID, SWPPP, grading and erosion control requirements, tract/parcel map requirements, and standard public works details and specifications. Monitored and inspected approved projects for compliance during construction.

Attended Applicant Review Sessions (ARS) for proposed development projects for entitlement review. Meets and liaise with city planners, architects, engineering consultants, other public agencies for planning, review, and production of working plans and specifications.

Performed plan check and review of engineering plans, hydrology, sewer, geotechnical, traffic studies of proposed developments. Assisted in the issuance of grading, right-of way encroachment permits, utility and excavation permits.

Gridgid Builders, Inc., (June 2010 – present)
Self-Employed/Project site Manager/Businessman

Prepares architectural, structural detailing, and development plans. Preliminary and concept plans are outsourced to overseas design firms and final plan checks performed locally. Plan check work include structural steel details and site development plans. Specifications and cost estimates are prepared locally.

Represent client/owner in the preliminary discussions and review of development plans, permit procurement, neighborhood meetings, and compliance review meetings with land use and development

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control agencies of cities/municipalities (development review boards, environmental planning commissions, and public works departments).

Site development plan preparation and checking includes: Review of property lines and names of owners of adjoining parcels, location, width and purpose of all existing and proposed easements, set-backs, reservations and areas dedicated to public use within and adjoining the property, description of all existing deed restrictions or covenants applying to the property, relationship to adjacent and nearby land uses, both public and private, existing and proposed traffic patterns, projected water supply, sewage disposal and similar service capabilities, grading and topography, landscaping and irrigation, pedestrian and vehicular Ingress and egress (access) and other internal circulation requirements, etc.,

Public Works Department City of Torrance, CA February 1989 - June 2010 (Retirement)
Associate Engineer/Project Works Engineer/Plan Checker

Work with the Engineering Manager and Public Director for the development of Capital Improvement Projects (CIP) from project identification, preliminary design and engineering to actual construction and contract administration.

Review on-site and off-site (City R/W) development plans submitted by private developers and other government agencies (adjoining cities, LA County, CALTRANS) for compliance with the City's engineering, grading, and site development standards. Review of property lines and names of owners of adjoining parcels, location, width and purpose of all existing and proposed easements, set-backs, reservations and areas dedicated to public use within and adjoining the proposed project, description of all existing deed restrictions or covenants applying to the proposed project, relationship to adjacent and nearby land uses, both public and private, existing and proposed traffic patterns, projected water supply, sewage disposal and similar service capabilities, grading and topography, hydrology, landscaping and irrigation, pedestrian and vehicular Ingress and egress (access) and other internal circulation requirements.

Prequalification and selection of consultants; from soliciting Letters of Interest/Statement of Qualifications (LOI/SOQ's) and Requests for Proposals (RFP's) to actual price negotiations with engineering consultants.

Preparation of City Council Agenda Items for fund appropriations, advertisement for bids, award of contracts and Notice of Completions for public works projects.

Projects include: Street reconstruction, storm drains, water and sewer lines, parkway landscaping, parking lots, and other public works structures. Design/engineering, plan checking, contract administration of Federal Aid Urban (FAU) projects, Assessment Districts, and Los Angeles County Department of Public Works (LACDPW) funded projects.

Major projects involvement in capacity as Project Manager/Project Engineer:

Western Avenue Rehabilitation

- Pavement reconstruction, sewer and water main installation, traffic signals interconnects, sidewalk and driveways.
- Citywide Slurry Seals and Curb, Gutter and Sidewalk Program

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- Identification and reconstruction of City streets requiring rehabilitation using the City's Pavement Management System (PMS).
- Contract administration from bid processing to actual construction and completion.
- City-Wide Sewage Pump Station Upgrade
- Reconstruction of (6) sewer pump stations requiring rehabilitation and upgrade due to increased projected demand, dilapidated equipment, and absence of alarm/telemetry system. Project included construction of new wet and dry wells, Motor Control Center (MCC), installation of new pumps, and telemetry.
- Liaise with Sewer Maintenance Crew (ultimate end users/operators of proposed system) to gather design inputs and advise consultant of the end user's preferences, existing capabilities and training needs.
- Review consultants' proposed design alternatives for pump station structure configurations for wet- well and dry wells, pump and other equipment selection, and determination of appropriate alarm and status identifications (wet well levels, pump runs, seal breaks, intrusions, etc.) to be polled/reported by the proposed Supervisory Control and Data Acquisition (SCADA) and telemetry system.
- Contract administration from bid processing to actual construction and completion.

Carson Street Improvement Project

- One of the major CIP implemented by the City of Torrance. Recipient of Excellence in Operational Management Award from the State of California Department of Transportation (CALTRANS).
- Project included utilities undergrounding (power, cable and telephone) including Rights-of Way acquisition, water main and storm drain line construction, traffic signalization and traffic striping, and roadway landscaping.
- Preparation of Request for Proposals (RFP's) from engineering consultants. Reviews and recommends acceptance of consultants' proposals.
- Conduct neighborhood meetings and scoping sessions to incorporate residents' views and concerns into the design process.
- Supervise and provide consultants with existing data (traffic volume counts, topographic surveys, as-builts, utility checks, etc.) for the geometric design of the roadway improvement.
- Liaise and provide Appraiser/RoW Agent with existing information on properties where rights-of way takes are required. Coordinates with consultant, right of way agent, and homeowners for the whole right of way acquisition process including review of appraisal reports, statutory offers, negotiated settlements, and eminent domain proceedings.

Amie Avenue Retention Basin Upgrade (Slope Restoration and Pumping Capacity Upgrade project)

- Preparation of RFP'S and review of consultants' proposals. Supervised consultant for the design of the phased development, which included increasing pumping capacity output, construction of new force main, provision of new Motor Control Center (MCC), and connection into the City's SCADA system.
- Contract administration from bid processing, award, and project completion.

Prairie Avenue Water Main Replacement

Design and detailing of 12" DI Water line using CADD.
Contract administration from bidding process to project implementation and completion stage.

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Seismic Retrofitting of Pedestrian Bridge Over Prairie Avenue
Design liaison, contract administration and inspection.

Parking Lot for Fire Station No. 1
Design for site development including pavement, blockwall, landscaping, and irrigation. Contract administration and inspection.

Structural Division Public Works Department Ministry of Development (May 1984 – May 1988)
Civil/Structural Engineer

Reports to the Senior Structural Engineer. Perform structural calculations, design, drafting, and detailing of public works buildings and other structures. Liaise with consultants, architects, and other government agencies involve involved in the design process. Appraises contractor's progress of work for quality, conformity with Plans and Specifications, and accepted construction and engineering practice.

Major projects involvement with the Structural Division of the Department of Public Works (design, contract administration and inspection):

Wakaf-Majid Sungai Kebun (Holy Mosque at the River Garden) Site development and construction of steel- framed structure founded on 16'' x 16” RC piles and built in the mouth of a river located in the capital city of Bandar Seri Begawan.

Ministry of Development Building (MOD) Building, Government Center Complex, Bandar Seri Begawan. Site development and construction of RC framed structure with shear walls at lift shafts and stairwells, founded on pre- stressed 300mm spun-concrete piles. (Structural design and detailing from ground to roof beams).

Rapier Missile Shellduck Storage Building Penanjong Cantonment, Brunei. Site development and construction of heavily reinforced concrete framed structure to be used as warehouse for British made short range ballistic missiles.

‘C’ Flight Hangars, British Garrison
Seria, Brunei. Site development and construction of steel- framed structure founded on 150mm oil rig rejected pipe piles. Wide floor clearance required for repair works on military aircrafts.

Prayer Hall for the Hassanal Bolkiah Institute of Education
Gadong, Brunei. Site development and construction of heavily reinforced concrete portal-framed structure with wide floor clearance.

Talipon Haus/ Jabatan Talipon (Brunei Telephone Company) Government Center, Bandar Seri Begawan, Brunei. Site development and construction of RC framed structure founded on 12'' sq. precast concrete piles.

Sewage Outfall Structure
Muara, Brunei. 180 m. x 800 mm DIP long marine sewage outfall structure on reinforced concrete cradle and piles.

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Fish Landing Jetty
Muara Port, Brunei. 130 m long timber jetty on 250 mm spun concrete piles.

Housing for the Fire Brigade
Tutong, Brunei. Site development and construction of two- storey reinforced concrete structure on 150 mm oil-rig rejected piles.

Housing for the Religious Department
Temburong, Brunei. Site development and construction of 4- storey reinforced concrete structure.

Kara-Muhaidib Contracting Co. (January 1978 -December 1983)

Civil Engineer/Planning & Scheduling Management Engineer/Rahimah Sewerage and Pump Station Project (ARAMCO)

Prepare, update, and discuss with Project Team comprehensive work material delivery schedules using Ghantt Charts/ CP Network schedules using RAMPS (Resource Allocation Multi-Project Scheduling on the IBM System 360). Liaise with consultants, specialty subcontractors, schedulers, suppliers, and ARAMCO representatives for preparation, monitoring and updating of work schedules. Performs equipment and manpower resources allocation/scheduling/leveling work.

Prepares management information on schedule- cost impacts of proposed change orders and crashed-up work activities.

Education

BS In Civil Engineering

Professional Development

Contract Administration for Public Works Projects Courses/Seminars Completed University of California, Berkeley Extension Continuing Education Program 11/01/89

Dispute Resolution and Claims Avoidance for Public Works Projects University Of California, Berkeley Extension Continuing Education Program 2/21-22/92

Public Works Inspection Practice University of California, Riverside Extension Continuing Education Program 4/30/92

Geometric Design of Streets and Highways University Of California, Berkeley Extension Continuing Education Program 8/16-17/92

Estimating Public Works Construction Costs University of California, Berkeley Extension Continuing Education Program 01/13-14/93

Asphalt Pavement Management, Design, Construction, Maintenance and Rehabilitation The Asphalt Institute 7/14/90

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Advanced AUTOCAD and AUTOLISP Programming/Customization MTI College/AutoCAD Training Center 5/20/92

Resource Allocation and Multi-Project Scheduling (RAMPS) in the Critical Path Network (CPN) Environment (IBM System 360)
Training Division, Northern Area Projects The Arabian-American Oil Company (ARAMCO) 4/83

Accident and Loss Prevention Seminar Safety and Loss Prevention Unit
The Arabian-American Oil Company (ARAMCO) Dhahran, Saudi Arabia 6/24/84

Technical Skills

Hands-on CADD (AutoCAD, earlier versions) experience (Civil and Structural plans) and PC (Windows). Literacy and hands-on experience and familiarity with various word processing, database, and spreadsheet software.

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Project Partners
Partners in Building Engineering Careers and Teams

Summary of Qualifications

Ken Higbee, P.E.

Project Level

Construction Inspector

Qualifications

- *Senior Engineer With Over 41 Years Of Experience*
- *Extensive Experience In Public Works Plan Checking, CIP, And Project Cost Estimates*
- *Proven Experience In Design, Project Management, and Construction Projects*
- *Strong Written And Oral Communication Skills*
- *Team Player*

Relevant Experience

County of Orange-Public Works (29 Years)
Project Engineer

Subdivision and Grading (7 Years)

- Reviewed grading plans and supporting documents for compliance with applicable laws, codes, ordinances, and regulations. Issued grading permits for earthwork construction.
- Reviewed and approved hydrology reports and hydraulic calculations for drainage improvements within new tract developments.
- Reviewed grading plans and improvement plans for adherence to county hydrologic and hydraulic standards and safety requirements.
- Reviewed encroachment permits, site plans, parcel maps, tract maps, grading plans, and improvement plans for adherence to applicable laws, codes, ordinances, county standards, and safety requirements for traffic related items.
- Prepared traffic related Conditions of Approval for new subdivision site plans, parcel maps, and tract maps.
- Reviewed and approved traffic studies in support of new commercial and tract development.
- Prepared plans, specifications, and estimates for improvements to major arterial highway intersections. Performed design calculations.
- Supervised professional and design/drafting staff.
- Performed cost and scheduling tasks for a regional program of intersection modification projects.
- Supervised the efforts of private consulting firms, other government agencies and County divisions in obtaining necessary right-of-way and permits

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Planned Communities (6 Years)

- Implemented Project Management Best Practices such as Earned Value Analysis to accomplish efficient and expeditious planning, design, plan checking, financing, construction, and inspection of public infrastructure projects for local flood control, road, water quality, and environmental projects.
- Reviewed and approved Plans and Specifications for road and flood control improvements.
- Coordinated the technical review of Plans and Specifications among consultants and other County agencies and departments.
- Provided job cost accounting and cost estimates for public infrastructure projects

Building Permits (4 Years)

- Provided engineering consultation and general assistance at the building department's public counter.
- Reviewed architectural and structural plans and supporting documents of commercial and residential buildings for compliance with applicable laws, codes, ordinances, and regulations. Issued building permits.

Infrastructure Programs (1 Year)

- Managed all aspects of 325 million dollar fee program known as the South County Roadway Improvement Program (SCRIP). Prepared Fee Credit Agreements. Provided financial data for budget purposes.
- Prepared Final Invoice and all support documents for 15.5 million dollar federal grant for a South County major arterial highway.

Special Districts (6 Years)

- Managed all project and financial aspects of a program implementing a regional network of roads, bridges, and drainage improvements within various Assessment and Community Facilities Districts.
- Administered and coordinated the acquisition of right-of-way, planning, engineering, financial, and scheduling efforts of right-of-way agents, design engineers, project management consultants, construction contractors, landowners, and other county agencies and divisions.
- Reviewed and approved Land Developers' requests for reimbursement of expenses incurred to design, administer, and construct the necessary improvements.
- Prepared and administered financial reports for fund sharing programs with other government agencies that provided and allocated funds for various projects. Two such fund sharing programs: State/Local Transportation Program with CALTRANS; Measure "M" Program with the Orange County Transportation Authority.
- Prepared and maintained comprehensive status reports for public / private program for use by policy and decision makers summarizing the ongoing accomplishments and issues as well as the financial, design, and construction status of the program.

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Operations and Maintenance (4 Years)

- Supervised the design/drafting of construction drawings, and prepared specifications and cost estimates for improvements to road, flood control, harbor, beaches, and parks facilities.
- Conducted field engineering during construction. Reviewed construction contract change orders and participated in dispute resolution conferences Administered various construction contracts.
- Performed hydrology studies and hydraulic analyses for flood control facilities.
- Prepared a Request for Proposal and monitored a consultant contract for an area-wide drainage study.
- Designed biotechnical and structural erosion control systems

Golden State Water Company (8 Months)
Engineering Services Supervisor

- Manage the design of Eleven (11) different water main replacement projects utilizing four (4) different consultants.
- Review plans and provide overall QA / QC for each project.
- Implement project management best practices to ensure each project is completed on budget and on time.

RTG Investment – Agua Dulce Development (1 Month)
Design Consultant

- Prepared hydraulic analysis of Storm Drain System to determine feasibility of various alternatives relative to approved storm drain plans.
- Prepared cost reduction study that analyzed Agua Dulce Storm Drain Improvements - Phase 1 - Tract 50385-01. The study analyzed three (3) alternatives for reduction in cost compared to approved plans.

City of Lomita (5 Months)
Construction Manager - Consultant

- Managed construction contract for $2.2 million street reconstruction contract.
- Facilitated Value Engineering agreement between City and Contractor that resulted in $166,000 project savings. Savings were split 60 percent in favor of the city, and 40 percent in favor of the contractor.
- Reviewed and approved contract change orders.
- Reviewed and approved invoices.
- Managed efforts of Engineer of Record, Sub Consultants, and Contractor.

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Los Angeles County Public Works (2 Months)
Construction Manager - Consultant

- Reviewed Change of Work requests.
- Provided recommendations to County Management for how to proceed with construction of Cogswell Dam Clean Out project to maintain schedule and remain in compliance with regulatory permit requirements.
- Provided daily and weekly inspection reports.

City of Long Beach (1 Year)
Resident Engineer – Project Manager – Consultant

- Reviewed Plans and Specifications for various Street Rehabilitation projects. Reviewed cost estimates for said projects. Conducted field reviews of various projects currently in design to insure completeness and accuracy.
- Prepared Cost Estimate for the purpose of securing funding for a State of California – Housing and Urban Development (HUD) Grant through the Affordable Housing and Sustainable Communities (AHSC) Program that reduces greenhouse gas emissions. Worked with State, City, and a private developer to finalize the Grant application. Assigned as the project lead within the Public Works department.
- Prepared Monthly Budget analysis for the City's 30 million dollar Major and Arterial Highway program. Analysis included the implementation of Earned Value Analysis to provide the best means available to complete the program on time and within budget.

City of Desert Hot Springs (3 Months)
Project Manager - Consultant

- Reviewed traffic portion of City's proposed amendment to the General Plan to insure completeness and accuracy. Provided recommendations for street segments and intersections to be included in the traffic study. Also provided recommendations as to the most efficient use of both new and existing traffic count data to provide the most reliable prediction of future traffic.
- Reviewed Plans and prepared Specifications for three (3) Community Development Block Grant (CDBG) projects.
- Prepared Conditions of Approval (COA) for various commercial and mixed-use tract developments. Conducted site reviews to determine any need to revise COA for any project with an existing Conditional Use Permit.

City of San Gabriel (3 Months)
Project Manager - Consultant

- Prepared Staff Report for the award of construction contract for the pavement rehabilitation of Del Mar Avenue. Evaluated bids and prepared responses to city staff and city council regarding biding of the project.
- Reviewed Plans and Specification and oversaw the bid process for the pavement rehabilitation of Del Mar Avenue.

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- Prepared Request for Proposal (RFP) for the upgrade of the city's sewer system. Responded to all Requests for Information (RFI's) submitted by Firms interested in the RFP.

CF Braun & Co, Alhambra, CA (4 Years 6 Months)
Civil Design Engineer

- Performed civil design engineering of port and harbor, oil field pipeline, and petrochemical facilities for the international oil industry.
- Performed alignment calculations, specification preparation, aerial photography interpretation/terrain analyses, soils studies, and hydrology studies.
- Supervised the design/drafting of construction drawings for oil field central processing facilities, drill sites, overland pipelines, and roads.
- Performed duties as an on-site field liaison between the California design office and the construction contractor during the construction of oil field pipeline facilities in the Prudoe Bay area of Alaska.
- Coordinated the on-site shipment and utilization of materials for the construction of two semi-submersible jack-up drilling rigs in the Port of Hong Kong, and in Kaohsiung, Taiwan.
- Prepared mass properties reports for two semi-submersible drilling rigs.

Education

California State University, Fullerton
Graduate Studies in Business Administration

BS Colorado State University
Civil Engineering, 1980

Professional Certification

Registered Civil Engineer, California Number C38233
Expiration 03-31-25

Project Management Professional (PMP), Project Management Institute
Number 1221961, Expiration 11-30-23

Certified Building Plans Examiner, International Code Council Number
5228423-B3, Expiration 02-06-25

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Eric Nunez

Project Level

Construction Inspector

Qualifications

- *Over 28 Years Of Public Works & Water Inspection Experience*
- *Entire Career at City of Fullerton (1990 – 2018)*
- *10 Years As A Water Inspector For The City Of Fullerton*
- *Extensive Experience On Water Pipeline, Main, And Tie-in Projects*
- *Strong Written And Oral Communication Skills*
- *Team Player*

Relevant Water Experience

City of Fullerton, Fullerton CA (1994 – 2004)
Water Inspector

Served as the sole Water Inspector for the entire city. Inspected both new construction and upgrades/remodels. Checked water systems for placement and adherence to plans. Conducted hydrostatic pressure, chlorine, bacteria and plate-count tests.

Projects:

- Water Improvements for the SOCO District - The project included 650 feet of 8” and 15 feet of 6” DIP water main. Appurtenances included 13 service laterals, 3 hot tap connections, 3 tie-ins, 3 fire hydrants, and the abandonment of various valves and water mains.
- Brookdale & Highland Water Main Replacement / Sewer Project - Oversaw the abandonment of an existing 6” sewer main and 5 existing sewer manholes, and the installation of 800 feet of 8” VCP sewer main and reconnection of 6 new manholes.
- Oversaw the installation of new earthquake valves for reservoirs and DCDA water meters.
- Inspected the replacement/installation of water mains on new residential construction projects throughout the city, the repair of any existing water

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lines, and the reconstruction of any commercial driveways which affected underlying water systems.

Other Inspection Experience

City of Fullerton, Fullerton CA (2014 – 2018)
Housing Inspector

Set up and monitored a multi-step inspection process to ensure all construction complied with codes. Inspected new and remodeled residential buildings throughout the city. Managed a budget of city, state and federal funds. Oversaw contractors on city-funded projects. Completed initial write-ups for remodeling projects for model homes and mobile homes. Obtained state approvals.

Inspected grading, placement of re-bar, shotcrete, concrete masonry walls, retaining walls, vibration and draining of retaining walls, water proofing, concrete pours, results of concrete tests, shear walls, and electrical, mechanical and wood framing. Ensured compliance with ADA regulations for vehicle parking, bathrooms and kitchens, routes to and through buildings, and access to elevators. Inspected 1, 2 and 3-hour fire assemblies, fire windows and doors, and exit signs.

- Completed more than 30 remodel projects over a 4-year period.
- Also managed lead and asbestos abatement projects.
- Served as Building Inspector, Contract Administrator and Project Manager for the construction of several senior living facilities that were funded in part by the City Housing Department, HUD and other state funds.

Projects included:

- 6-Story Senior Residential Complex with a long-term mental health care wing, food outlet shell, interior office and a subterranean parking garage.
- 5-Story Senior Living Facility with subterranean parking, rental office, gym and rec area.
- 5-Story Senior Living Facility with subterranean parking, office, laundry, gym and playground.

City of Fullerton, Fullerton CA (1991 - 2014)
Building Inspector

Duties include the inspection of buildings and construction projects throughout the city. Also served as City Plumbing Plan Checker and Mechanical Plan

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Checker. Inspected construction of residential tract housing, one and two story additions, 4 and 5 story residential senior and low income housing, commercial shopping centers, TI's and build outs and industrial inspections, plumbing, mechanical electrical and building. I also inspected for plans for any compliance with building codes and with water conservation code SB407. Verified all projects with the Planning, Engineering, Fire and Health Departments where applicable. Responsible for SWPPS for Water Management, Modular Wetlands and ADA compliance. Acted as liaison with railroad inspectors and agencies

Projects Included:

- Fullerton Train Station - Inspected facility, security and ADA upgrades on this State Historical Building.
- Fullerton Tennis Center - Inspected ADA upgrades in the center's bathrooms, as well as updated electrical and lighting systems.
- Lemon Park - Ensured new sidewalks and reconstructed bathrooms complied with codes.
- Hughes Aircraft (Industrial) - Re-established fire protection and ADA compliance.
- Delco Battery (Industrial) - Inspected the installation of separators and filters in a new plumbing system.
- Seismic Upgrades - Inspected upgrades on un-reinforced masonry buildings, including single family residences and the Williams Building.
- Apartments / Mixed Use Buildings - Inspected retail centers, restaurants and apartment complexes with up to 100+ units.

City of Fullerton, Fullerton CA (1990 - 2004)
Construction Inspector

Projects Included:

- Golf Course Storm Drain System - Inspected a catch basin, riprap, swales, local depression, culverts, manholes and sewers.
- Street Grade Separation Underpass for new Railroad Tracks - Inspected new pumps for storm trains, as well as new water lines.
- Brea Boulevard Slope Repair.
- Bastanchury Road Reconstruction.
- Inspected curb, gutter, sidewalk and residential road reconstructions throughout the city.

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Education

AA Cypress College, CA

Certifications

ICBO – Commercial Building Certified
D3 Water Distribution - CA

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Project Partners
Partners in Building Engineering Careers and Teams

Summary of Qualifications

Michelle Laurendine, E.I.T.

Project Level

Permit Technician

Qualifications

- *Bachelor's Degree in Environmental Engineering From San Diego State University*
- *California Engineer-In-Training Certification*
- *Experience With Site Reviews, Environmental Compliance Review, And Technical Writing*
- *Strong Written And Oral Communication Skills*
- *Team Player*

Work Experience

Laurendine Biological Consulting, LLC, Bakersfield, CA (May 2020-May 2022)
Assistant Biologist

- Performed site reviews inspecting construction perimeters ensuring the project site was clear of endangered animals with a team of biologists.
- Set up on-site camera monitoring to conduct wildlife surveillance in order to verify clients were following California Department of Fish and Wildlife protocols.
- Created business expense spreadsheets, generated proposals, and designed presentations utilizing Microsoft Office Suite software.
- Reviewed reports for compliance with federal, state, and local biologic regulations.

Academic Experience

San Diego State University

WEF Student Design Competition (Aug 2018-Sep 2019)

- Designed an alternative water treatment facility for the Salton Sea according to location constraints in regard to volume of influent water and level of contaminants within the soil.
- Conducted research on contaminant removal methods via phytoremediation using cattails to reduce selenium levels.

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- Collaborated with a team to design a proposal and presentation that outlined a net decrease of 15 micrograms per liter of selenium, provided 500 acres of dust suppression, and created over 28 miles of selenium-free habitat.
- Proposed project submittals and design drawings following client specifications.

Various Projects (Aug 2016-Aug 2019)

- Collected site data samples of air and soil, using aerosol monitoring and auger boring respectively to assess contamination and quality levels.
- Determined water quality constituents including total hardness of water, biological oxygen demand, and chemical oxygen demand.
- Tested water samples on-site and within a laboratory to determine turbidity, pH, conductivity, and concentration of total coliforms and E. coli bacteria.
- Performed colorimetric analyses of water to determine nitrate and phosphate concentrations.
- Designed water and wastewater treatment facilities based on given volumetric flows and waste concentrations to meet federal, state, and local effluent water quality regulations.

Education

BS San Diego State University
Environmental Engineering, 2019

Professional Certification

California Engineer-in-Training (EIT) Certification, Credential ID: 176956, 2022

Professional Skills

- AutoCAD
- ArcGIS
- Microsoft Office
- MATLAB
- Technical Writing
- Proposal Writing

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Project Partners
Partners in Building Engineering Careers and Teams

Summary of Qualifications

Daniel Han

Project Level

Permit Technician

Qualifications

- *Bachelor's Degree In Mechanical Engineering From California Polytechnic University, Pomona Expected May 2024*
- *Experience With Producing P&IDs And As-Built Drawings*
- *Proficient In AutoCAD 2D/3D*
- *Strong Written And Oral Communication Skills*
- *Team Player*

Work Experience

Juanita's Foods, Wilmington, CA (Jun 2021-Present)
Maintenance Engineer

- Created a registry of OEM part info for new/old equipment to reduce spending on 5000+ spare parts, saving an estimated $250,000 annually.
- Work with mechanics to upgrade parts on older equipment and reduce downtime by 80%. This has resulted in reaching 100% or more attainment on production goals nearly every shift.
- Standardized the 60+ motors at the facility to reduce storage issues and simplify repairs.
- Communicate with vendors and work with contractors to conduct major equipment repairs.
- Led the design and installation of new $30,000 conveyor systems to replace worn out case conveying systems dating back to the 80s.
- Produced P&IDs and as-built drawings for new boiler, chiller, and retort lines that were installed.

AutoZone, Cypress, CA (Jun 2018-Aug 2021)
Parts Sales Manager

- Delivered and engaged with 20+ commercial businesses.
- Maintained accuracy and availability of 25,000+ parts.
- Conducted store transfers, met and exceeded sales quotas, and optimized delivery routes.

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Crenshaw Die and Manufacturing, Huntington Beach, CA (May 2018-Jul 2021)
Metal Stamping and Fabrication Operator

- Read and interpreted sketches.
- Determined the methods of operation for the creation of thousands of metal parts.
- Operated/monitored equipment to ensure quality production.

Education

BS California Polytechnic University, Pomona
Mechanical Engineering, Expected May 2024

AS Cypress College
Mathematics, 2021

Professional Skills

- MS Word/Excel/PowerPoint/Outlook/Team
- Solidworks
- AutoCAD 2D/3D

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Project Partners
Partners in Building Engineering Careers and Teams

Summary of Qualifications

Omar Nassar, E.I.T.

Project Level

Permit Technician

Qualifications

- *Bachelor's Degree in Civil Engineering and California Engineer-In-Training Certification*
- *Experienced in Supervising Public Works Projects Including Solid Waste Site Rehabilitation, Municipal Park Construction, and Roadwork*
- *Skilled in Designing and Managing Sewer Networks and Ensuring Quality Control on Construction Sites*
- *Bilingual in English (Native) and Arabic (Native)*

Work Experience

Anabta Municipality (May 2021-October 2023)
Civil Engineer

- Supervised the design and construction of the rehabilitation of a solid waste dump site, including laying asphalt pavement and a steel structure with concrete foundations.
- Managed the construction of a municipal park, which included pouring and inspecting concrete for retaining walls and sidewalks, building a wooden terrace, constructing stone walls, and approving various materials such as tiles and benches.
- Executed roadwork rehabilitation and reinstatement using asphalt pavements, which involved laying the asphalt, compacting it, and painting road markings.
- Designed a new sewer network for neighborhoods, which included sizing pipes, determining slopes, creating drawings, and overseeing the construction of sewer lines.
- Supervised various construction sites, with responsibilities including performing quantity takeoffs, checking laboratory test results, conducting quality control on projects, and ensuring adherence to project specifications and relevant codes.

Academic Experience

An-Najah National University

Graduation Project

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- Completed coursework in steel and concrete structural analysis and design, transportation analysis and design (including traffic and highway), and conducted a graduation project titled "Design of wastewater network for a medium-sized town and redesign of the potent water supply network for the same town.

Education

BS An-Najah National University
Environmental Engineering, 2021

Professional Certification

California Engineer-in-Training (EIT) Certification
Fundamentals of Engineering (FE)

Professional Skills

- MS Office (Word, Excel, PowerPoint)
- AutoCAD
- SAP2000
- MATLAB
- ArcGIS
- SewerCAD
- WaterCAD

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Project Partners

Partners in Building Engineering Careers and Teams

Summary of Qualifications

Ramiro Reveles Jr.

Project Level

Permit Technician

Qualifications

- *Bachelor's Degree in Civil Engineering From California State University, Long Beach*
- *Familiar With Engineering Graphics Design, Fluid Mechanics, Hydraulics Engineering Design, Reinforced Concrete Design, and Foundation Engineering*
- *Proficient With AutoCAD, Civil 3D, and Revit*
- *Strong Written And Oral Communication Skills*
- *Team Player*

Academic Experience

California State University, Long Beach

Sub-Leader at CSULB Expo Conference (2023)

- Led as a sub-leader for my Senior Design project which required the incorporation of knowledge from Civil Engineering disciplines. Our primary emphasis was in Water Resources: Water Supply, Sanitary Drainage, and Stormwater Drain systems.
- Proposed concept drawing and implemented safe design of a structure, governed by both California and Local City codes.
- Demonstrated creative 2D/3D skills with the ability to design site layouts from concept through completion.
- Proactivity prepared design calculations with intention to present the analysis of the reports.

Relevant Coursework

- Engineering Graphics Design
  - Interpretation of blueprints.
  - Drafting of detailed drawings.
  - Projects involving architectural and civil engineering plans in AutoCAD.
- Fluid Mechanics

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  - Properties of fluids, fluid statics, fluid dynamics, dynamic similitude, flow of compressible and incompressible fluids in closed conduits.
  - Experiments in and study of the phenomena of fluid flow.
- Hydraulics Engineering Design
  - Application of hydraulic principles to the design of dams, water courses, water syste ms and their related structures and devices.
  - Culvert design, Residential/Commercial Water Distribution, Open Channel design and Gravity-Sewer design projects.
- Reinforced Concrete Design
  - Material properties of concrete and steel comprising a reinforced concrete element. Design of reinforced concrete elements including beams, columns, one-way slabs, and footing.
  - RCC beam project (ACI Code Compliance)
- Foundation Engineering
  - Site investigation of soil conditions. Evaluation of soil strength. Settlement theory; bearing capacity calculations.
  - Design of shallow and deep foundation structures.

Other Work Experience

Tree Preservation, Inc. (August 2011-December 2011)
General Landscaper

- Executed the plan that was developed for the client's needs. The team was tasked with the review of CAD drawings in the form of simple sketches. We then scouted the environment for general landscaping labor.

Education

BS California State University, Long Beach
Civil Engineering, 2023

Professional Skills

- Autodesk Products: AutoCAD, Civil 3D, Revit
- ArcGIS Products: ArcMap, ArcCatalog
- Hydrologic Engineering Center: HEC-RAS
- Bentley Hydraulic Software: WaterGems, Sewer Gems, FlowMaster, CulvertMaster

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH PSOMAS

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **PSOMAS** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - General Civil Engineering Design
      - Construction Management & Inspection

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9, 2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in

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progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its reasonable discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently

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and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall

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comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include liability that would exist in the absence of a contract. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds (excluding Worker's Compensation and Professional Liability Insurance): "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not be cancelled, until thirty (30) days after written notice is given to City, ten (10) days for cancellation due to nonpayment of premium."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and

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volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies (with redaction of confidential/proprietary information if necessary) to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the neglect, reckless, or intentionally wrongful performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the negligent, reckless, or intentionally wrongful work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for

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claims, actions, complaints or suits arising out of the active negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation,

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benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement. Consultant agrees to implement reasonable physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the

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City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	PSOMAS 865 South Figueroa Street, Suite 3200 Los Angeles, CA 90017 Attn: Arief Naftali Title: Vice President

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by

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City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions

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Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – PSOMAS

Arief Naftali
_____
Name

Sign: _____
Title: Vice President

Brett Barnett
_____
Name

Sign: Brett Barnett
Title: Vice President

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference. In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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General Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture and Landscape Architecture, Geotechnical Engineering/Geology and Material Testing, and Staff Augmentation On Call Professional Services

CITY OF GARDENA



Statement of Qualifications | 06.13.24

PSOMAS

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PSOMAS

Balancing the Natural and Built Environment

June 13, 2024

Kevin Kwak
Assistant Public Works Director
City of Gardena Public Works Department
1717 West 162nd Street
Gardena, CA 90247

Subject: General Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture and Landscape Architecture, Geotechnical Engineering/Geology and Material Testing, and Staff Augmentation On-Call Professional Services

Dear Mr. Kwak:

In submitting this proposal, we look forward to partnering with the City of Gardena through this On-Call Engineering Services contract, providing engineering design and survey services for various Capital Improvement Projects. As illustrated within the pages of this document, the City will find Psomas to be an on-call consultant who understands the City and your stakeholders, as well as capable of the high-quality work required to deliver fiscally responsible projects to the taxpayers.

Psomas has a long history of providing professional services under on-call contracts for cities as a multi-disciplinary civil engineering firm. We have a strong understanding of effectively addressing project issues, and we have provided a responsive team led by qualified managers ready to solve the needs of your projects in a timely manner. We are committed to client-centric services and by partnering with our clients, we provide high-quality work products that meet our clients' needs.

Los Angeles County Presence + Decades of Projects Throughout Southern California

For more than 78 years, Psomas has made consulting services for municipal/regional agencies and other public owners a top priority, and we are eager to continue that excellent service for the City. With multiple offices in Southern California, we are well positioned to provide responsive client service to the City. **Demonstrated in our firm qualifications, are our strong relationships with local cities in the area, specifically with the City of Los Angeles, Psomas can definitely help the City of Gardena navigate projects that touch or interface with the City of Los Angeles' jurisdiction through all of its bureau.**

In addition to our strong and longstanding qualifications and expertise in roadway and structures engineering, the Psomas team carries the following attributes in servicing the City of Gardena through this contract:

- **Professionalism and Responsiveness:** Being responsive to an on-call task order request is a natural thing to Psomas. As a firm, we have an extensive portfolio of on-call public agency contracts due to our ability to manage and deliver services that involve multiple disciplines, such as this one. Our qualified personnel understand that the

865 South Figueroa Street
Suite 3200
Los Angeles, CA 90017

Tel 213.223.1400
www.Psomas.com

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key to successfully managing on-call contracts is the commitment of the team's leadership to responsiveness and meeting the City's response time for task orders.

- **Flexibility through Experience:** Demonstrating flexibility means being able to expand and contract to the needs of the City on short notice. This can be difficult for many firms, given they may not have the resources, nimbleness, or breadth of expertise to deliver multiple types of services—but not for Psomas. Our multidisciplinary experience presented in this Statement of Qualifications allows us the flexibility to serve different types of projects requiring collaboration across disciplines, and with a demanding schedule.
- **Proven and Tested Project Controls:** As an established city in Los Angeles County, the City of Gardena deserves transformation in its community through infrastructure investment. We understand the City's goals for delivering projects on time and within budget and believe that Psomas has the right tools and systems in place to deliver innovative, timely, and cost-effective solutions to meet those goals.

As a Vice President and Principal of Psomas, I, Arief Naftali, am authorized by Psomas to contractually obligate the firm. Psomas is committed and able to serve the City for the Scope of Services for the contract term and our statement of qualifications is a firm offer for 90 days from the date of submittal, June 13, 2024. I have reviewed and understand the Request for Qualifications (RFQ) and the Sample Agreement and am willing to enter into the contract with the City. I will serve as the primary point of contact throughout the proposal review process and can be contacted by phone at 714.326.5315, or by email at arief.naftali@psomas.com, should you have any questions. We acknowledge and confirm receipt of Addendum No. 1 issued on June 4, 2024. Psomas is able to comply with the insurance coverage required by the City.

Psomas is excited about the opportunity to serve the City of Gardena and provide you with professional services that exceed your expectations. Thank you in advance for your consideration of the Psomas team. I look forward to your favorable review of this statement of qualifications.

Sincerely,

PSOMAS



Arief Naftali, PE, TE, EE, RSP1, ENV SP
Vice President / Contract/Project Manager

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2 Firm Qualifications and Experience



Firm's Background and Experience

Dedicated to balancing the natural and built environment, Psomas provides sustainably engineered solutions to public and private sector clients. As a full-service consulting firm, we help our clients create value by planning, designing, and delivering complex projects.

Markets served include transportation, water, land development, and energy with the following services offered:

- Civil engineering
- Construction management and inspection
- Transportation and traffic engineering
- Survey and geospatial services including use of drones, 3D laser scanning and subsurface utility locating
- Site development engineering
- Structural engineering
- Water and wastewater engineering
- Environmental planning and resource management
- Land planning and urban design
- Land use entitlements
- GIS consulting

Psomas is a recognized leader and longtime proponent of environmental, social, and economic sustainability and brings a truly holistic approach to our practice and our projects. A founding member of the Institute for Sustainable Infrastructure (ISI), Psomas is committed to promoting a progressive standard of sustainability in both design and through company policy. We currently have over 100 staff who are ENV SPs (Envision Sustainability Professionals through ISI) and/or LEED APs.

The cornerstone of our business approach is to first focus on our clients' long-term needs and then direct our strategic growth accordingly. Our core strength is our multi-disciplined teams of experts—top-notch staff who produce award-winning projects for our clients through innovation, creativity, and cutting-edge technical expertise.

Founded in 1946, Psomas provides services from offices throughout California, Arizona, Utah, and Washington.

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Civil Engineering Design Firm Strengths



Psomas' LA office where services to the City will be mainly procured from

Psomas is a California corporation and our core strength is our **multi-disciplinary teams of experts** who produce award-winning projects for our **clients** through innovation, creativity and cutting-edge technical expertise. As a full-service consulting firm, **we help our clients create value and deliver complex projects**. The markets we serve include any project within the public domain, including water, sewage, and stormwater treatment and transmission; renewable energy; underground utilities; roads and bridges; site development; and community facilities.

In proposing to assist the City through this contract, Psomas' engineering and survey teams are supported by two other related groups: Environmental Planning, and Construction Management. Every public works project requires the processing and approval of environmental documentation. Having this expertise within the team allows Psomas to offer a more cost-effective, integrated service to the City on said projects. Our construction management team is also well integrated into the team. In fact, **they often provide constructability review services from the contractor's vantage points on plan sets**. Such a service enables the team to deliver a high-quality, yet fiscally practical set of plans, specifications and estimates that not only meet the City's objectives, but are also optimized for adherence to budget. Our construction management staff also provide expert opinions as part of the team's construction administration services, which is also an added value of the Psomas team.

Psomas has a proven track record of meeting established schedules and is fully committing our key personnel based on their current workload. With more than 80 staff in our Los Angeles office, we have professional resources from all disciplines available to support this commitment. This will be the local office serving the City of Gardena.

Problems and Solutions

The Psomas proactive approach serves to anticipate and expeditiously resolve field problems. Our team is well trained in problem solving. All issues are processed with a sense of urgency and presented to the City with suggested alternatives, cost and schedule impacts, and recommended solutions. The Psomas Team will quickly implement the alternative, which suits the best interests of the project and the City.

Management of Civil Engineering Services

We take our responsibility as a prime consultant seriously and want to make sure we are responsive to as many task orders (TO) as possible. We also

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know how important it is to the City that firms submit on the released task orders so the City has an opportunity to review the qualifications of not just one team. This is why, over the last four years, we have implemented a new system at Psomas to better respond to TOs, as well as notify our subconsultants of the opportunities.

Psomas' Contract Manager, Arief Naftali, will establish internal communication plans for their respective categories in this contract by which regular contact is made with the City to learn about upcoming needs. These plans are also very important to reach out to potential subconsultants since we share this information with them so they, too, can actively participate in scoping and staffing projects.

Once a team has been assigned to your project, the City will have full access to the team. Psomas understands our role may be to augment staff or to run a project in its entirety.

QA/QC, Budget, and Schedule Control

Quality Assurance reflects Psomas' dedication to excellence for all documents and deliverables in every aspect of our work. We implement a comprehensive review process to uphold the highest standards, aiming for deliverables that are free from errors.

PROJECT CONTROLS

Cost Management

Psomas values efficiency in time utilization and cost management. We are conscientious about manpower and tracking utilization and forecasting workload so we can adjust our workforce to coincide with project requirements. Psomas' Project Manager, Arief Naftali, will staff your projects with the right team at the right level to deliver a project in a timely manner so that the budget is managed efficiently and not wasted. We will review staffing on a bi-weekly basis for all our projects, as well as cost-to-complete on a monthly basis to verify our projects are within budget.

Schedule Management

As trusted stewards of tax dollars, we understand the importance you place on meeting project deadlines. We utilize industry standard scheduling software including Microsoft Project to develop and update a schedule for projects, generating a variety of reports, including milestone reports and critical path analysis.

Time control reporting monitors the progress of all activities against the master schedule, including design reviews, the permit process, and the various tasks associated with design and contruction support as applicable.

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This information is tracked on a regular basis to measure progress, and to verify proper planning and prevention of potential problems and conflicts.

Document Management

Proper management of project related documents during both the design and construction phase is a critical step in making sure the project stays on schedule and within budget. Psomas files are stored in the cloud enabled by Amazon Web Services (AWS). This makes working, accessing, and transmitting files easy from anywhere in the world where internet connectivity is there and adequate.

Quality Assurance/Quality Control (QA/QC)

Quality Assurance and Quality Control (QA/QC) is a Psomas commitment to the quality of all deliverables and contract documents that our team produces through the City's on-call contract.

On the topic of production and product delivery, a key action item is to identify a senior, independent Quality Control Lead for each deliverable. The Psomas team has assigned a highly experienced QA/QC Manager with extensive coordination, Andrew Nickerson, to fulfill this role. Andrew has served as Project Manager, Peer Reviewer, and/or QA/QC Manager for a broad range of infrastructure projects throughout California. With more than 32 years of public works experience, Andrew will use his knowledge and experience to manage the QA/QC services for each task order.

The QA/QC process incorporates several intermediate checks by the QA/QC Manager as well as independent checks by the individuals assigned to the project. The City of Gardena is involved in project reviews at these intermediate steps so their needs are always considered in the process. Psomas is committed to providing the best services available and follows the procedures outlined in Psomas' Project Management Manual as well as following Psomas' QA/QC Program.

The Quality Assurance Program confirms that procedures are developed and adhered to in such a way that the deliverables meet industry standards and are in line with the goals and objectives of the City. The process is meant to produce deliverables that meet the standard of care the first time with minimal rework and change orders.

Quality control refers to quality-related activities associated with the creation of the project deliverables. Quality control is used to verify that deliverables are of acceptable quality and that they are complete and correct. The Psomas quality control activities include deliverable peer reviews and the plan check process.

Finally, during the post-completion quality evaluation stage, we solicit verbal and written feedback from our clients and subconsultants to assess

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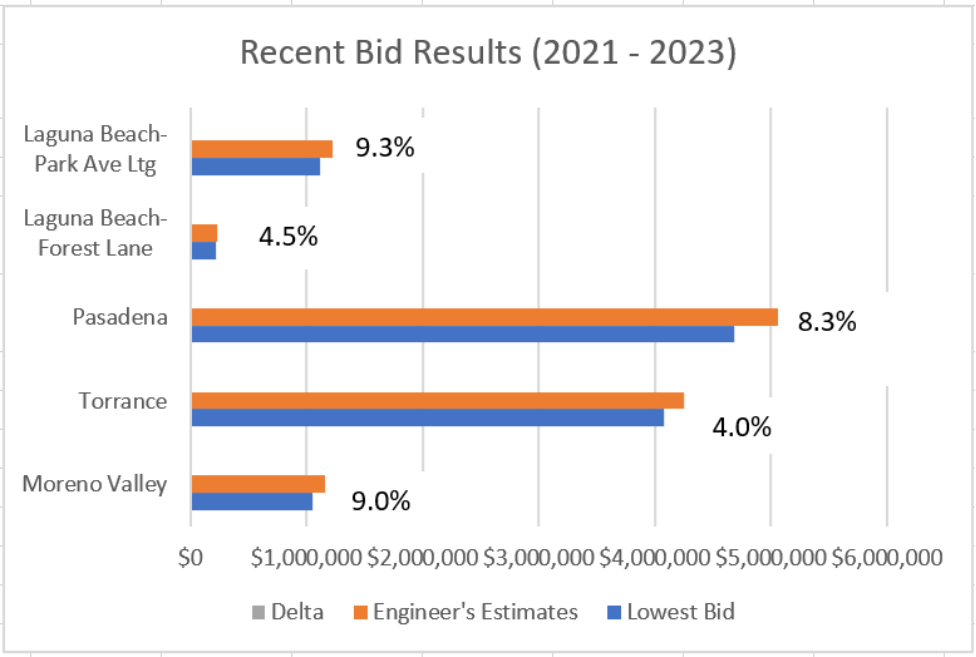
our overall performance and identify improvement opportunities. All these elements contribute to the success of our design review process.

Each QA/QC effort for each task order will be documented by annotating the drawing and specification in the appropriate places. Significant findings will be documented using the Psomas QA/QC Review Form. Completed review forms, including responses, will be submitted to the QA/ QC Manager and routed to the project file. It is anticipated the Psomas QA/QC Manager and the City's Project Manager will audit the files to confirm documentation of reviews is performed.

Uniqueness of the Psomas Process

What we consider unique about our QA/QC Program is our company-wide commitment to the process at all levels. We truly believe that nothing is more important than quality. Having in-house construction management and survey staff contributing to the Plan, Specification, and Estimate (PS&E) review provides additional benefits to the City. Beyond that, what has provided the most long-term value to our program is the post-completion quality evaluation. Regardless of the size or complexity of a project, there is always something to learn. By including our clients and our subconsultants in the evaluation process, we have greatly enhanced the quality of every project that follows.

Recently, this commitment to quality manifests itself tangibly by how precise our Engineer's Estimates have been relative to the lowest responsive bids that came in for the type of roadway/highway work that we anticipate with the City. **The following chart illustrates our recent track record of meeting our clients' project budgets through our estimates, with minimal deviations.**



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Subconsultant

GMU FOR PAVEMENT ENGINEERING AND GEOTECHNICAL

Established in 1967, GMU Pavement Engineering (GMU) has built a long reputation as a trusted consultant for some of the most challenging and recognizable projects located in Southern California. GMU approaches each project with the objective of developing innovative geotechnical and pavement engineering solutions. They make it a goal to find cost-effective and implementable solutions.

Client history and retention attest to GMU's commitment to service excellence. GMU's 50 years of service excellence has been recognized by over 50 awards and special recognition, while also providing on-time/on-budget performance. Acknowledgment of their achievements has come from national organizations such as CELSOC to regional ones such as CalGeo and local chapters of ASCE.

They are continually ranked by the County of Orange as one of the top geotechnical and pavement consulting firms in Orange County. Located in Rancho Santa Margarita, CA, GMU's office houses a 42-person team of highly qualified professional engineers, geologists, and engineering technicians with experience in all phases of pavement engineering, geotechnical engineering, engineering geology, and materials testing.

Familiarity of Regional Grants/Competitive Funds

The Psomas Team has significant experience and knowledge in public transportation capital projects. We are very excited to continue our excellent relationship with the City and are very capable to provide professional services for construction management and inspection services. Psomas understands that the projects will be funded in whole or in part by the Federal, State, and local monies, including funds administered by the South Bay Cities Council of Governments and LA Metro. Psomas is experienced providing services for projects funded by the various funding sources and will fully cooperate with the City to confirm full conformance with its funding agreements and will comply with all the terms and conditions prescribed for grant recipients.

Managing projects with transportation grants or competitive funds involves several key steps to verify efficient use of resources, compliance with regulations, and achievement of project goals. The following is an overview of the steps we would take when managing projects funded with grants or competitive funds:

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1. **Preparation and Planning:**
    a. Understand the terms and conditions of the grant or fund, including eligibility criteria, allowable expenses, reporting requirements, scoring system, and compliance obligations.
    b. Establish clear project objectives, scope, deliverables, timelines, and budget allocations.
    c. Identify project stakeholders, including funding agencies, partners, other consultants, and community representatives.
    d. Outline roles and responsibilities, communication protocols, risk management strategies, and quality assurance measures.
2. **Grant Application and Approval:**
    a. Prepare a compelling grant application that clearly articulates the project's goals, methodologies, expected outcomes, and impact.
    b. Confirm alignment between the project proposal and the priorities of the funding agency or grant program.
    c. Work with the City to submit the application within the specified deadline, adhering to all formatting and submission requirements.
    d. Respond promptly to any requests for additional information or clarifications from the funding agency.
    e. Await approval notification and review any conditions or modifications imposed by the funding agency.
3. **Contracting and Procurement:**
    a. Assisting the City, the Psomas Team can negotiate contracts with consultants, vendors, or service providers as needed for project implementation.
    b. Verify all contracting processes adhere to applicable regulations and procurement guidelines.
    c. Clearly define deliverables, milestones, payment schedules, and performance expectations in contracts.
    d. Obtain necessary approvals and signatures from authorized personnel before finalizing contracts.
4. **Project Execution:**
    a. Implement project activities according to the approved project plan, adhering to established timelines and budgets.

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b. Address issues or challenges promptly, adjusting plans as needed to mitigate risks and maintain project momentum.

c. Coordinate with the project team, subconsultants, and stakeholders to verify effective collaboration and communication, and document decisions and activities.

5. **Financial Management:**

a. Monitor cash flow, budget variances, and grant compliance to confirm fiscal accountability and trade expenditures, potentially with a PowerBi model.

b. Prepare and submit accurate financial reports, invoices, and reimbursement requests to the funding agency according to prescribed timelines.

c. Address any audit or review requirements stipulated by the funding agency, providing necessary documentation and support as needed.

6. **Compliance and Reporting:**

a. Maintain compliance with all regulatory requirements, contractual obligations, and reporting deadlines associated with the grant or fund.

b. Prepare periodic progress reports, performance evaluations, and other documentation as specified by the funding agency.

c. Address any audit findings, compliance issues, or corrective actions identified during project implementation promptly and effectively.

7. **Evaluation and Impact Assessment:**

a. Conduct regular evaluations of project activities, outputs, and outcomes to assess progress toward project goals and objectives. This could be a standing agenda item at monthly meetings.

b. Solicit feedback from stakeholders, beneficiaries, and project participants to gauge satisfaction and identify areas for improvement.

c. Use evaluation findings to make informed decisions, refine project strategies, and enhance project effectiveness.

8. **Closure and Transition:**

a. Complete all project activities and deliverables according to the project plan and contractual agreements.

b. Prepare final reports, summaries, and documentation for submission to the funding agency.

c. Conduct a formal project closeout process, including financial reconciliation, asset disposition, and contract closure.

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3 Key Personnel and Experience

The following key personnel are proposed for the duration of the on-call contract. They are both availble and capable to serve the City's current and future needs.

Andrew A. Nickerson, PE, QSD/QSP

Principal-in-Charge / QA/QC Manager – Psomas



- County of Los Angeles, Department of Public Works, As-Needed General Engineering Consultant Services 2013 (PW 13775)
- Normandie Avenue Street Improvements
- Vermont Avenue Arterial Improvements
- Rosecrans Avenue Arterial Improvement
- Crenshaw Boulevard Improvement Project

Education

1996/MS/Civil Engineering: Transportation/ University of California, Irvine

1992/BS/Civil Engineering/Columbia University

1991/BA/Physics/College of the Holy Cross

Registration

1997/CA/Professional Engineer/Civil/56808

Andrew Nickerson has 30 years of experience providing design and analysis of commercial, residential, and institutional development projects including project management, EIR preparation, grading, site utilities, hydrology and hydraulic studies/reports, geometric road design, engineering research/reports, and quantity/cost estimate preparation. In addition, Andrew has worked on many Los Angeles B-Permit and Design-Build projects.

Arief Naftali, PE, TE, EE, RSP1, ENV SP

Project/Contract Manager – Psomas



- Higuera Bridge Over Ballona Creek Replacement
- City of Los Angeles, Glendale-Hyperion Complex of Bridges Improvement Project
- Crenshaw Boulevard Transportation Improvement Project
- Hyperion Avenue and Glendale Boulevard Intersection Improvements
- Los Angeles Metro, Lakewood Boulevard/ Alondra Boulevard Intersection Improvements
- City of Pasadena, Cordova Street Complete Street Project
- City of Whittier, Colima Road Rehabilitation

Education

2004/MS/Civil Engineering (Transportation Engineering)/California State University, Long Beach

2001/MA/Organizational Management/Azusa Pacific University

1999/BS/Civil Engineering/California State Polytechnic University, Pomona

Registration

2016/CA/Electrical Engineer/21570

2005/CA/Traffic Engineer/2296

2003/CA/Professional Engineer/Civil/64286

CA/Road Safety Professional/552

Arief Naftali is a licensed civil, traffic, and electrical engineer in California with 23 years of hands-on professional experience in the design and management of various road, traffic, civil, site, highway, and engineering projects serving multiple local and regional agencies in Southern California, including Caltrans. Arief is adept in roadway infrastructure, site development, active transportation, traffic engineering, outdoor electrical, and transportation planning projects, delivering improvement needs to local and regional communities alike. Arief's project portfolio encompasses a full range of projects starting from planning and design, through construction.

Daniel Rahe, PLS

Lead Surveyor - Psomas



- City of Los Angeles, Complete Streets Program
- City of Inglewood, Crenshaw Boulevard Improvements
- City of Whittier, Colima Road Rehabilitation
- California Department of General Services, Fairview Developmental Center

Education

2001/Coursework/Political Science/University of Northern Colorado

Registration

2017/CA/Professional Land Surveyor/9425

Daniel Rahe has 23 years of professional land surveying experience on projects ranging in size from parking garages to large master-planned communities. In his current role as Senior Project Surveyor, Dan is responsible for survey project management, agency and field survey coordination, proposal writing and estimating, as well as preparing tentative, final, and parcel maps.

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Carrie Davis, PE

Lead Civil Engineer - Psomas



- Oso Creek Multi-Use Trail Preliminary Design and PS&E
- Forest Lane Trash Enclosure
- Laguna Niguel On-Call Professional Engineering Services, Multi-Disciplinary Plan Review
- La Paz Road Landslide Evaluation

Education

1997/BS/Civil Engineering/California State University, Sacramento

Registration

2001/CA/Professional Engineer/Civil/61840

Carrie Davis has 27 years of experience successfully managing and designing dozens of local arterial highway, interchange, and multi-use trail improvement projects. Her expertise ranges from preparing preliminary studies to developing the final construction PS&E for highway, local street, and multi-use trail improvement projects. She has a strong understanding of Caltrans policies and procedures, environmental planning and permitting, and those of county and local agencies.

Paul Gervacio, PE

Civil Engineer - Psomas



- Placer County On-Call Engineering and Surveying Services
- State Route 126 at Hallock Drive Intersection Improvement Project (Santa Paula Bridge)
- City of Los Angeles, Glendale-Hyperion Complex of Bridges Improvement Project
- Wilshire Boulevard Pavement Analysis

Education

1999/BS/Civil Engineering/California State University, Sacramento

Registration

2003/CA/Professional Engineer/Civil/64714

Paul Gervacio has 25 years of experience with transportation projects throughout California for various agencies and municipalities. His expertise includes intersection improvements, interchange design, highway design, local street design, bikeway/pedestrian projects, Highway Bridge Program (HBP), roadway widening, and drainage channel improvements. Various project responsibilities have included the production of Project Study Reports (PSRs); Project Development Support (PDS); Project Reports (PRs); final Plans, Specifications, and Estimates (PS&E); project management; coordination with utility agencies; ADA compliance; and scheduling. Paul frequently receives exceptionally positive feedback from his clients for his technical ability, following through on tasks, and overall customer service.

Maira Salcedo, PE, ENV SP

Water/Wastewater Lead Engineer - Psomas



- Walnut Pump Station Upgrade Project
- Cerritos Avenue from Euclid Street to Alley East of 9th Street Sewer Siphon Removal
- South Long Beach Sewer Improvement Project
- 2018 Sewer Rehabilitation Project
- Del Amo 5 Sewer Relief Project

Education

2006/BS/Civil Engineering/California State University, Fullerton

Registration

2011/CA/Professional Engineer/Civil/77370

Maira has 19 years of experience in design of sewer systems, water systems, and report preparation on public works projects throughout Southern California. Her computer experience includes AutoCAD (including Civil3D), ArcView, MS Project, and various spreadsheet and word processing software packages.

Ryan Lynch, PE, QSD, LEED AP, ENV SP

Storm Drain & Drainage Lead Engineer- Psomas



- North Santa Monica Boulevard Reconstruction
- California State Polytechnic University, Pomona, Surface Parking Lots and Structures Assessment
- California State Polytechnic University Pomona, Student Housing Replacement and Kellogg Drive Realignment, Design-Build

Education

2003/BS/Civil Engineering/University of Southern California

Registration

2007/CA/Professional Engineer/Civil/71441

Ryan Lynch has 21 years of civil engineering experience focused on client and project management and communication. He has successfully managed projects that involve complex grading, drainage, and utilities solutions for campus projects including colleges, universities, studios, and theme parks. Ryan is a strong, tactful, straight-forward communicator with a dedication to his client's best interests.

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Timothy Allison, PE

Grant Funding Program Manager - Psomas



- Mid-City Rapid Project, Metropolitan Transit System
- SuperLoop Rapid Transit Project, Metropolitan Transit System
- South Bay Bus Maintenance Facility Project, Metropolitan Transit System

Education

1983/BS/Civil Engineering/Syracuse University, Syracuse

Registration

1987/CA/Professional Engineer/Civil/41696

Timothy Allison is an experienced Program and Project Manager with a robust background in public transportation, having worked at Caltrans and the San Diego MTS for nearly four decades. He excels in contract management, stakeholder relations, and leading teams, with expertise in engineering, real estate, and financial management. At MTS, Tim managed extensive real estate assets, coordinated consultants, and oversaw significant capital projects and inter-agency agreements.

Michael Dour

Active Transportation Specialist - Psomas



- G Street Activation
- Pleasant Grove Boulevard Widening Project
- Galleria On-Route Charging Stations
- Dry Creek Greenway East Phase I
- Exposition Boulevard Rehabilitation
- Sacramento Regional Transit District, Winters Street Road Closure

Education

1990/BS/Environmental Policy Analysis & Planning/University of California, Davis

Mike Dour is an Active Transportation and Transit professional with 19 years of public-sector experience, managing programs and projects for local agencies, including bicycle, pedestrian, and transit improvements. He has extensive knowledge of funding opportunities, grant applications, and community engagement to promote active and alternative transportation modes. Before joining Psomas, Mike managed the Alternative Transportation Division in Roseville, overseeing over $30 million in active transportation projects.

Nam Nguyen, EIT, ENV SP

Lead Traffic Designer - Psomas



- Balboa Boulevard and Newport Boulevard Pavement Rehabilitation
- Traffic Control Plans for Sewer and Electrical Construction, Irvine Company, LLC
- Michelson/Bixby Signal Modification
- Street Lighting Design for Coast Highway

Education

2015/BS/Civil Engineering/California State Polytechnic University, Pomona

Registration

Engineer-in-Training/CA/California Board for Professional Engineers, Land Surveyors, and Geologists/154995

Nam Nguyen has been responsible for various design and drafting assignments focusing on public works and transportation projects throughout Southern California. Having successfully developed many traffic engineering construction documents, he is well-versed in the guidelines and standards that govern the making of geometric/signing, striping, traffic control, signal modification, and street improvement plans. Nam also possesses strong MicroStation, AutoCAD, and Civil 3D skillsets.

Darlene Yellowhair, PE, PTOE, RSP2I, ENV SP

Traffic Engineering - Psomas



- Glendale Boulevard/Hyperion Avenue Complex of Bridges Traffic Study
- Traffic Engineering Services for the Implementation of the LACMTA Purple Line Extension
- State Route 138 Southbound Off-Ramp at Palmdale Boulevard and Interchange Improvements

Education

2006/MS/Civil Engineering/Cornell University

2004/BS/Civil Engineering/University of Arizona

Registration

2017/CA/Traffic Engineer/2827

2009/AZ/Professional Engineer/Civil/50215

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Darlene has extensive experience with a variety of traffic engineering projects, including traffic impact studies, traffic reports, safety studies, signal warrant studies, corridor studies, signal timing and coordination, signing and striping design, and traffic signal design. She also has experience with design and studies for alternate modes of travel, Road Safety Assessments, transportation planning, and roadway design. Darlene is well-versed in Synchro, SimTraffic, HCS, SIDRA, and GIS, and has experience with AutoCAD, MicroStation, and InRoads.

Jennifer Marks — *Environmental Planner - Psomas*



- Glendale-Hyperion Viaduct
- SR-1 (Lincoln Boulevard) Multimodal Improvements Project EIR/EA
- Brookhurst Street Improvements Project Environmental Documentation
- Katella Avenue/Interstate 5 Undercrossing Improvements Addendum to the Revised Platinum Triangle Expansion Project Final Subsequent Environmental Impact Report

Education

1999/BS/Natural Resources, Planning and Interpretation/Humboldt State University

Jennifer Marks, a Principal and Senior Project Manager with over 25 years of experience in environmental documentation and analysis under CEQA and NEPA, has managed a diverse range of projects including transportation infrastructure, water resources, and utility infrastructure. She has provided environmental consulting for various developments and prepared documentation for numerous agencies, building strong relationships with agency personnel, local staff, private developers, and consultants.

Ali Bastani, PhD, PE, GE, F. ASCE — *Geotechnical Engineering - Psomas*



- Rancho Mission Viejo, Tesoro (2) Reservoirs, Pipelines & Access Road
- Santa Margarita Water District, Trampas Canyon Dam and Reservoir
- Irvine Ranch Water District, Syphon Dam and Reservoir
- City of Buena Park, Fullerton Creek Channel Improvement

Education

2003/PhD/Civil & Environmental Engineering/ University of California, Davis

Registration

1999/CA/Geotechnical Engineer/GE2458

1995/CA/Civil Engineer/ C53924

Dr. Bastani, an adjunct faculty at Cal Poly Pomona, has more than 29 years of diversified experience in geotechnical, earthquake, and environmental engineering. His experience covers all aspects of the consulting engineer's profession including a comprehensive knowledge and applied use of conceptual, physical, and numerical modeling for geotechnical and environmental engineering solutions.

Roger Schlierkamp, MSc, PE — *Geotechnical Engineering - Psomas*



- City of San Juan Capistrano, Camino Capistrano
- City of Huntington Beach, Heil Ave., and Bolsa Ave. Pavement Evaluation Projects
- City of Irvine, Irvine Center Dr., Trabuco Rd., Irvine Blvd., Walnut Ave., MacArthur Blvd., and Sand Canyon Pavement Evaluation Projects
- City of Anaheim, Harbor Blvd., Frontera St., and Nohl Ranch Road Ave. Pavement Evaluation Projects

Education

2011/MS/Civil Engineering/ University of Nevada, Reno

Registration

2013/CA/Civil Engineer/ C81529

Roger possesses 12 years of experience in pa vement engineering and construction projects, including pavement observation, testing, construction management, evaluation/design, pavement condition index, specification development, and mix design development projects. His experience includes working with local agencies, private sector clients, civil engineering firms, paving contractors, and pavement material producers. He has also served as a Quality Control/ Quality Assurance (QA/QC) Manager. Roger's engineering experience includes pavement evaluations, developing cost-effective pavement design recommendations, performing pavement mix designs, and managing testing/observation services of pavement-focused construction projects.

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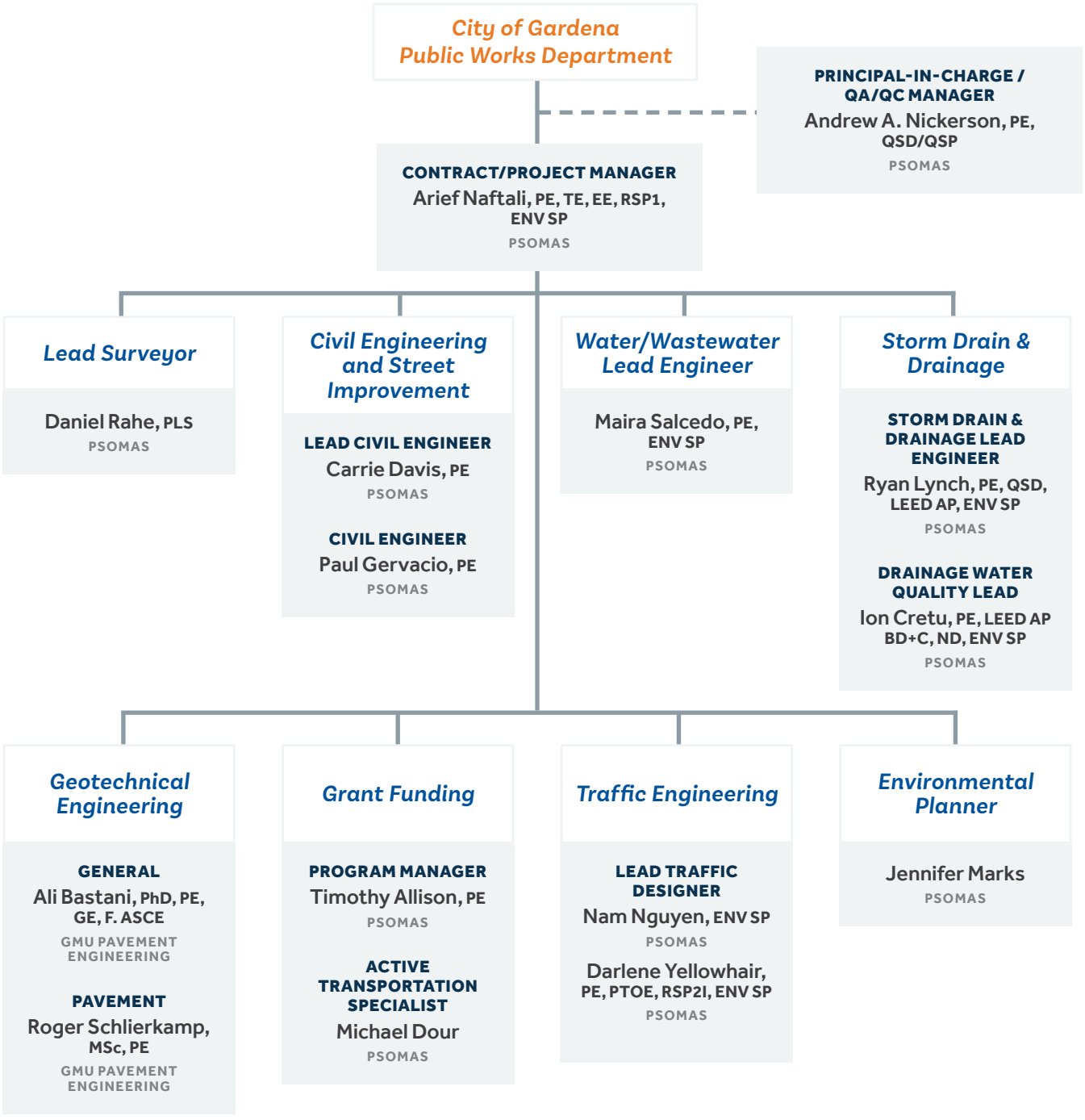
4 Organization Chart

Organizational Chart

The Organizational Chart below identifies our Contract Manager, and delineates the Psomas team, their roles, and lines of communication. Personnel identified in the Organizational Chart below are considered key and are included in the Personnel Information Matrix on the following pages.



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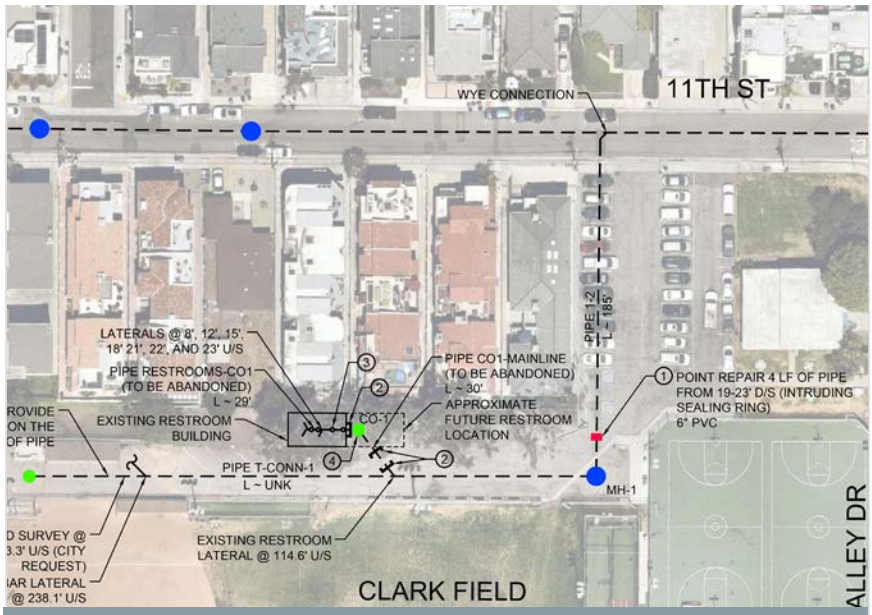
5 Similar Projects/Services

On-Call Engineering Design Services for Utilities (Sewer, Storm Drain)

Hermosa Beach, CA | City of Hermosa Beach

Relevance to this Contract

- Gravity sewer improvements
- Sewer collection facility improvements
- Wastewater pump station improvements
- Sewer rehabilitation
- Sewer Area Study



Clark Field Exhibit

Psomas was selected to provide sewer design services to the City of Hermosa Beach, and the following task orders were performed:

- **Annual Sewer Improvements:** Soon after the construction completion of a sewer rehabilitation project design by Psomas, under an on-call contract with the City of Hermosa Beach, Psomas was sole-sourced to prepare construction plans and specifications for approximately 1,700 LF of sewer lining, 10,900 LF of sewer replacement, and 116 manholes to be rehabilitated. An additional 5,800 LF of sewer pipe within an upcoming City paving project was added and evaluated for structural and operational deficiencies. The project was organized into six distinct areas derived from the 2017 Sewer Master Plan (SMP).

The City hired Psomas to evaluate the existing conditions of these selected sewer segments and confirm the SMP's recommendations or provide supplemental recommendations if appropriate. Our NASSCO-certified engineers evaluated the CCTV reports and videos and categorized each of the segments into one of the following:

- Remove and Replace: Removal and replacement of the entire pipe segment from manhole to manhole
- Point Repair: Removal and replacement of localized portions of a pipe (typically 4–35 LF)
- Line Pipe: Cured-in-place (CIPP) liner from manhole to manhole

REFERENCE

Andrew Nguyen
Associate Engineer
310.318.0212
anguyen@hermosabeach.gov

PERSONNEL INVOLVED

Maira Salcedo, Project Manager

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- Deposit/Root Removal: No structural deficiencies, but has heavy deposits or roots that may result in blockage of flow or future structural damage
- No Repair

- **Annual Sewer Improvements Phase 2 Pump Station:** The City's Sewer Lift Station (SLS) currently does not have emergency backup power. During periods of power outages, the City brings a portable generator to the site and manually connects the portable generator to the SLS. However, during power outages, the sewage backups up relatively quickly into the neighboring residences due to the hydraulics of the SLS. Psomas evaluated two alternatives to improve the emergency power facilities at the SLS to minimize the time it takes to energize emergency power for the station. The alternatives include installation of a permanent generator adjacent to the SLS or purchase of a trailer mounted portable generator and installation of quick disconnect at the SLS.



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Del Amo 5 Sewer Relief Project

Torrance, CA | City of Torrance

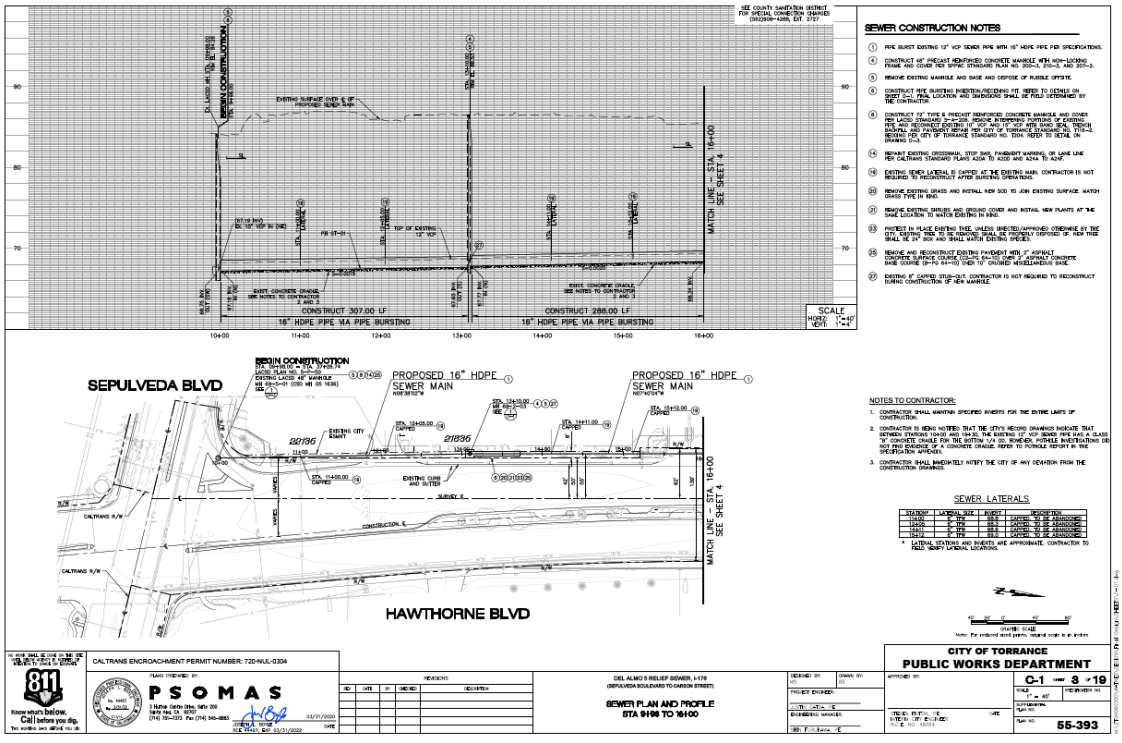
Relevance to this Contract

- Project Management
- Site Assessment/Evaluation
- Surveying-Conceptual Design
- Cost Estimating
- Cost Benefit Analysis
- Sustainability
- Permit Coordination
- Project Design
- Construction Documents
- Greenbook Specifications



Del Amo 5 Sewer Relief Project Site Walk

Psomas provided the PS&E to pipe burst approximately 2,000 LF of existing 12-inch VCP sewer with a 16-inch HDPE pipe in Hawthorne Boulevard (CA HWY-107) between Del Amo Circle and Sepulveda Boulevard and 200 LF of dual 12-inch VCP sewer within easements in private property. The sewer reconnected to an existing Los Angeles County Sanitation Districts (LACSD) sewer manhole. Psomas' services included LACSD and Caltrans permitting, alternative analysis, utility investigation, potholing, and traffic control.



REFERENCE

Shin Furukawa
Engineering Manager
310.618.3073
SFurukawa@
TorranceCA.gov

PERSONNEL INVOLVED

Arief Naftali, Project Manager

Maira Salcedo, Project Manager

Andrew Nickerson, Team Leader

Nam Nguyen, Project Engineer

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Eastern Avenue Multi-Modal Transportation Improvement Project

Los Angeles, CA | City of Los Angeles

Relevance to this Contract

- Traffic Index Analysis
- Traffic Signal and Synchronization Analysis
- Impact Analysis
- Signing and Striping Plans
- Traffic Signal and Detour Plans
- Street Lighting and Electrical Plans
- Electrical Drawings for Safety Lighting and Signal Modification Plans
- "Greenbook" Technical Specifications



Eastern Avenue Multi-Modal Transportation Improvement Project Map

The Eastern Avenue Multi-Modal Transportation Improvement Project is a 1.5-mile Complete Streets corridor located east of downtown Los Angeles. The project will provide street and infrastructure improvements to increase safety and mobility, pedestrian and bike facilities, transit accessibility improvements, and other traffic safety enhancements. The project is also intended to increase transit services, connectivity to significant destinations, transit ridership, and improve access to employment centers, educational facilities, health care facilities, parks and recreational centers. Coordination with the neighborhood community and understanding their wants and needs is a critical component of the project.

Additionally, identification, consideration, and application of future transportation technologies is a City directive for the project. Technologies considered, and the benefits to the corridor, are:

- Interconnected traffic signals with ATSAC system to allow for optimization of traffic flows by LADOT. As more vehicles become autonomous, the system can be modified and evolve with the technology
- Modernization of traffic signal equipment including intelligent controllers, power over ethernet (POE) network switches for video recognition of bikes and pedestrians, and upgrades to the poles to allow for additional technology to be added, such as Metro's NextGen radio

REFERENCE

Gerardo Hernandez
Project Manager
323.606.3147
Gerardo.Hernandez@lacity.org

PERSONNEL INVOLVED

Daniel Rahe, Survey Manager

Andrew Nickerson, Team Leader

Arief Naftali, Traffic Engineer

Nam Nguyen, Design Engineer

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service for buses. These upgrades will prepare the corridor for the future and will increase bike and pedestrian safety.

- Micro-trenching for broadband service so transit shelters can be fed with internet service. This service will inform users of expected arrival times, and allow for digital advertisement panels which are just starting to be rolled out by StreetsLA and Metro
- Space planning for potential use of micro mobility services such as electric scooters and bicycles. These first mile/last mile solutions will help improve regional and local connectivity with the improved transit systems along redeveloped Huntington Drive and Valley Boulevard corridors

As project lead, Psomas proposed these innovations to the City of Los Angeles Bureau of Engineering, and met with multiple technical stakeholders including Metro, 710 North Mobility Hubs Plan - Steering Committee, LADOT, LADOT Complete Streets Committee, LADWP, and StreetsLA. Extensive community engagement with local schools, senior center, historical society, and community groups led to consensus on a 4-3 roadway conversion to improve neighborhood safety and implement community amenities. The preliminary engineering phase, including two community meetings, was delivered in 12 months, followed by an approximate 9-month environmental approval phase. Psomas provided project management, surveying, civil engineering, and environmental services.



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Rory Shaw Wetlands Park (Strathern Pit)

Los Angeles, CA | County of Los Angeles Department of Public Works

Relevance to this Contract

- Envision Platinum
- Water (Storm, Surface) Capture, Retention, Conveyance, Treatment Design
- Groundwater Recharge
- Dewatering Analysis
- Civil, Structural, Hydraulic, Mechanical Design Elements
- Environmental Compliance Specifications
- Storm Water Pollution Prevention Plan-Operations and Maintenance considerations
- "Greenbook" technical specifications



Rory Shaw Wetlands Park (Strathern Pit)

The Rory Shaw Wetlands Park serves a multitude of purposes: flood control, stormwater treatment, groundwater recharge system, urban habitat creation, sustainability demonstration site, and active park. Psomas is the prime consultant responsible for the overall project design, including demolition, grading and drainage, site layout, earthwork analysis, utilities, detention pond with associated inlet/outlet piping, pump stations, forcemains, sewers, storm drainage, water services, parking lots, and BMPs. In addition, Psomas is directing the subconsultants providing wetlands design, electrical and controls, landscape design, building architecture, and structural design. The site will feature a multi-use park with restrooms, concession stand, basketball courts, tennis courts, soccer fields, open space, trails, picnic tables, amphitheater, tot lot, fitness stations, and other amenities. The Rory M. Shaw Wetlands Park exemplifies the balanced and systematic consideration of environmental, social, and economic objectives in a sustainable project that will benefit the Sun Valley community for generations to come.



REFERENCE

Woodard & Curran

Kathleen Higgins, PE
Director of Technical Practices
714.604.8815
khiggins@
woodardcurran.com

PERSONNEL INVOLVED

Ion Cretu, Project Manager

Docusign Envelope ID: FAF67BAD-2768-4993-8CA0-B5CC3B5B57DD

Higuera Bridge Over Ballona Creek Replacement

Culver City, CA | City of Culver City/IDC Consulting Engineers, Inc.

Relevance to this Contract

- Class I Bicycle Trail
- CEQA/NEPA Clearances
- Multi-agency Coordination



Higuera Bridge Over Ballona Creek Replacement

The Higuera Bridge over Ballona Creek was built in 1938 and seismically retrofitted in 2000. Having only two eastbound lanes and one westbound lane, the aging bridge is in need of major repairs, widening and/or replacement. The ultimate goal of the project is to increase capacity, providing four travel lanes, two bike lanes, sidewalk, guardrail, and a bike ramp.

For this project, Psomas provided civil design services as a subconsultant to IDC Consulting Engineers, Inc. The City of Culver City contracted the IDC/Psomas design team to provide preliminary engineering for a bridge type selection and retrofit strategy report. Various alignments and widening scenarios were analyzed for feasibility of right-of-way, cost, utility relocations, and traffic constraints. It was concluded that a bridge replacement would provide the best cost-benefit option. The overall construction budget is estimated to be $6.4 million.

Permitting, coordination and easements were required and pursued with LADPW/LACFCD, City of Los Angeles, LADWP, BSL, LADOT, as well as numerous environmental permits which included the California Department of Fish and Wildlife. The City took a role as the lead environmental agency, while Caltrans District 7 took a leading role in regard to NEPA compliance.

REFERENCE

Sammy Romo, PE
Senior Civil Engineer
310.253.5619
sammy.romo@culvercity.org

PERSONNEL INVOLVED

Arief Naftali, Project Manager

Andrew Nickerson, Team Leader

Ion Cretu, Project Manager

Nam Nguyen, Design Engineer

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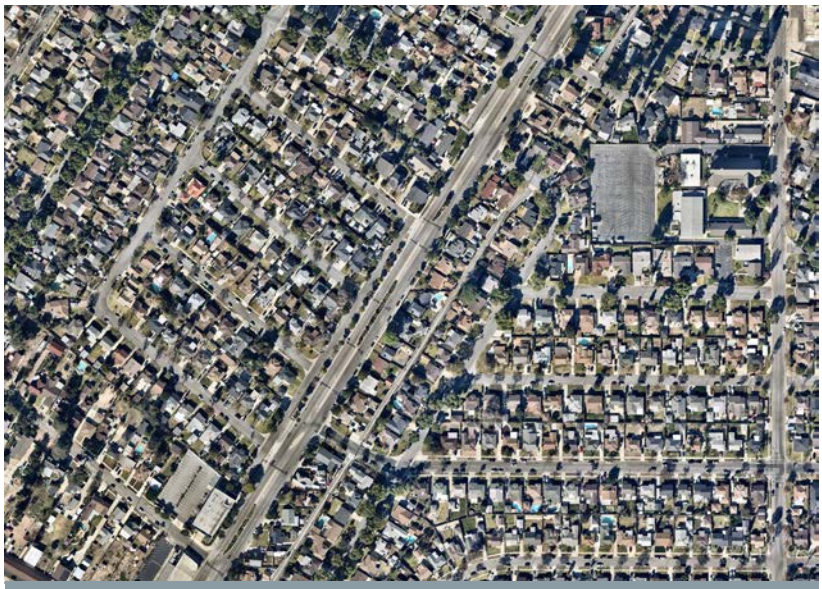
Colima Road Rehabilitation

Whittier, CA | City of Whittier

Relevance to this Contract

- City of Whittier project
- Roadway Rehabilitation/ Reconstruction on Arterial
- Accessible Path of Travel and Curb Ramp Design
- Surveying
- Geotechnical Investigation
- Caltrans Permitting
- UPRR Coordination
- Traffic/Pedestrian Bicycle Safety
- Utility Verification and Coordination
- Traffic Engineering



Colima Road Rehabilitation, City of Whittier

The City of Whittier aimed to revamp a 1.5-mile stretch of Colima Road between Mar Vista Street and Lambert Street. This road, a crucial four-lane artery, links Whittier with parts of Los Angeles and experiences heavy traffic, averaging over 40,000 vehicles daily as of 2013. The project involved three distinct sections of Colima Road:

Mar Vista Street to Youngwood Drive: A 77-foot wide area with on-street parking, a bike lane, and a wall dividing north and southbound traffic.

Youngwood Drive to Whittier Boulevard: An 84-foot wide section with on-street parking, a bike lane, and a raised median.

Whittier Boulevard to Lambert Road: A 78-foot wide area with on-street parking (northbound), a bike lane, and a raised median or left-turn lane.

The project also included pavement reconstruction, curb ramp upgrades, and adding bike lanes. Psomas provided engineering services, including design development, permit acquisition, and construction support.

REFERENCE

Bobby Ghaemi
City of Irvine (formerly with City of Whittier)
714.882.9927
bghaemi@cityofirvine.org

PERSONNEL INVOLVED

Arief Naftali, Technical Manager

Daniel Rahe, Project Surveyor

Carrie Davis, QA/QC Manager

Nam Nguyen, Design Engineer

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Marine Avenue and Liberty Village Improvement Projects

Manhattan Beach, CA | City of Manhattan Beach

Relevance to this Contract

- Street Rehabilitation on Arterial and Local Streets
- Accessible Path of Travel and Curb Ramp Design
- Signing/Striping and Traffic Engineering Design



Non-Compliant Ramp

The City of Manhattan Beach engaged Psomas to design construction plans for pavement rehabilitation and accessibility enhancements on Marine Avenue and Liberty Village. Marine Avenue, a six-lane divided arterial road, serves both vehicles and pedestrians in the South Bay area. The project aims to rehabilitate distressed pavement, upgrade curb ramps, refresh striping, and restore traffic signal loops. Challenges include funding constraints and a tight six-month time line. The $1.6 million budget is split evenly between Proposition C funding for Marine Avenue improvements and Measure R Local funds for Liberty Village rehabilitation.

REFERENCE

Mamerto "Mo" Estepa
(Former PM at City of Manhattan Beach, now with City of South Lake, TX)
817.748.8637
mestepa@ci.southlake.tx.us

PERSONNEL INVOLVED

Arief Naftali, Project Manager

Andrew Nickerson, Team Leader

Nam Nguyen, Project Designer

Crenshaw Boulevard Rehabilitation (182nd Street to Redondo Beach Boulevard)

Torrance, CA | City of Torrance

Relevance to this Contract

- Roadway Rehabilitation of an Arterial Street
- Traffic Engineering Work
- NPDES and SWPPP Requirements
- Accessible Path of Travel Design Improvements



City of Torrance, Crenshaw Boulevard Rehabilitation

Psomas provided engineering and surveying services for rehabilitation of Crenshaw Boulevard. The project's construction budget was $3,200,000, not including construction management and inspection. The pavement within the project limits is deteriorated and required rehabilitation by cost-effective and strategic method(s). Services included a design topographic survey; utility research and notification, potholing, and coordination; base sheets; traffic index calculations; pavement evaluation review/design; roadway rehabilitation plan and profile; traffic signal modification plans; traffic control and staging plans; quantity calculations and cost estimate; and project specifications.

REFERENCE

Shin Furukawa
City of Torrance
310.618.3073
SFurukawa@torranceca.gov

PERSONNEL INVOLVED

Arief Naftali, Project Manager

Nam Nguyen, Design Engineer

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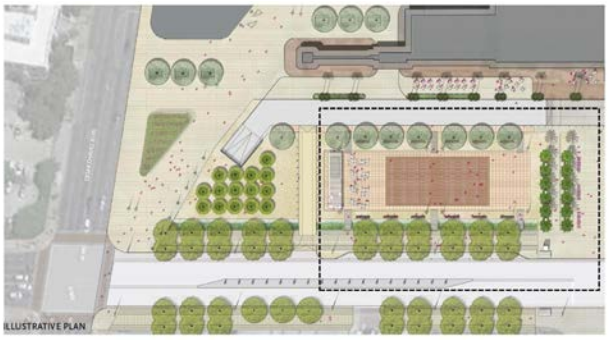
Los Angeles Union Station Forecourt and Esplanade Improvements

Los Angeles, CA | Gruen Associates/Los Angeles County Metropolitan Transportation Authority

Relevance to this Contract

- Public Works Project
- Roadway Reconstruction
- Accessible Curb Ramps
- Surveying
- Geotechnical Investigation
- Caltrans Permitting
- Traffic/Pedestrian/Bicycle Safety
- Utility Verification and Coordination



Union Station Forecourt and Esplanade Improvements

The Los Angeles Union Station Forecourt and Esplanade Improvements provide multi-modal connectivity between Union Station, El Pueblo, and Father Serra Park. This project creates a useable civic plaza with enhanced safety and improved pedestrian and bicycle connections between the station, surrounding businesses, and historic and culturally significant communities.

Psomas' civil engineering services included transforming an existing parking lot into a newly landscaped forecourt and civic plaza, upgrades to the existing Father Serra Park, and upgrades to existing facilities to remove identified barriers to accessibility. The project scope comprised survey/mapping, assessment of existing utilities, civil design of site and infrastructure improvements, preparation of construction documents, agency review and approvals, construction assistance, and project close-out.

REFERENCE

Uyen Lam, PE
City of Los Angeles
213.485.4671
uyen.lam@lacity.org

PERSONNEL INVOLVED

Arief Naftali, Electrical Engineering Lead

Nam Nguyen, Project Designer

Daniel Rahe, Project Surveyor

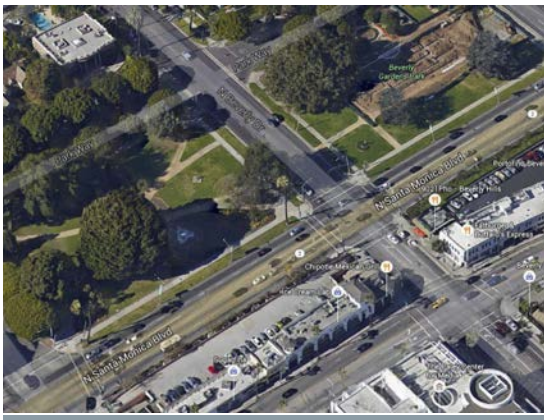
Docusign Envelope ID: FAF67BAD-2768-4993-8CA0-B5CC3B5B57DD

North Santa Monica Boulevard Reconstruction

Beverly Hills, CA | City of Beverly Hills

Relevance to this Contract

- Bike Lanes
- On-Call Task Order Assignment
- Pavement Rehabilitation
- Pedestrian/Bicycle safety
- Signing/Striping Traffic Engineering Design
- Stormwater Infiltration



North Santa Monica Boulevard Reconstruction

The City of Beverly Hills reconstructed North Santa Monica Boulevard (NSMB) from the eastern city limit with West Hollywood to the western city limit with Los Angeles. As one of the major east-west arterials in the City, fronted by many city landmarks including the Beverly Gardens Park, this was a significant undertaking and was closely monitored by the public. Since roadway and stormwater management improvements were required due to the deteriorated conditions, this reconstruction project provided the City with a once-in-a-lifetime opportunity to improve the design of the corridor by the implementation of sustainable practices and urban design enhancements including pedestrian and bicycle mobility.

While preserving the local character and enhancing public spaces, Psomas provided a sustainable approach to design services for the complete reconstruction of NSMB that included extensive public outreach, paving and surface drainage improvements, traffic signal design, stormwater management, raised crosswalks, and urban design improvements.

PROJECT AWARDS

2018, BEST Award for Transportation, APWA Southern California Chapter2018, Engineering Excellence Awards, Merit Award, ACEC California

REFERENCE

Tristan Malabanan
City of Beverly Hills
310.285.2512
tmalabanan@
beverlyhills.org

PERSONNEL INVOLVED

Ryan Lynch, Project Manager

Nam Nguyen, Design Engineer

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Water Main Replacement - CIP 014, Category 1 and 2

El Monte, CA | City of El Monte

Relevance to this Contract

- Water and Street Improvements
- ADA Curb Ramps and Accessibility



Higuera Bridge Over Ballona Creek Replacement

Psomas was retained by the City of El Monte to prepare PS&E, surveying, environmental and permitting, community outreach, and construction support services for the replacement of approximately 12,800 LF of 4- and 6-inch water mains with 8- and 12-inch mains in two areas of the City's distribution system due to their age and to improve fire flow and reliability. Because this was the first phase of a major water main replacement project, the scope also included updating the City's hydraulic model and running various scenarios to determine if the City should standardize on 6- and 10-inch or 8- and 12-inch pipelines for replacement of their aging, smaller diameter mains. This will eliminate the need to stock various different pipe sizes, fittings, valves, and appurtenances.

Psomas accomplished the scenario modeling, prepared an economic analysis, compared flow and pressure results, and prepared a technical memorandum documenting the analyses and presenting recommendations. After completion of the 60-percent design, an amendment was issued to Psomas to design an additional 1,700 LF of pipeline replacement in another area where leaks have been prevalent, followed by a second amendment to provide design improvements for rehabilitating the pavement for all three neighborhoods, which will be advertised and awarded through a separate construction contract once the water replacement project is completed.

Psomas determined a Notice of Exemption was appropriate for this project and prepared the necessary form for the City. Permitting through the Los Angeles County Fire Department was also obtained for the replacement and addition of new fire hydrants throughout the project area.

REFERENCE

Leticia Ortiz
City of El Monte
626.580.2022
ortiz@elmonteca.gov

PERSONNEL INVOLVED

Arief Naftali, Pavement Rehabilitation

Ion Cretu, Project Manager

Jennifer Marks, Environmental Planner

Maira Salcedo, Project Engineer

Nam Nguyen, Design Engineer

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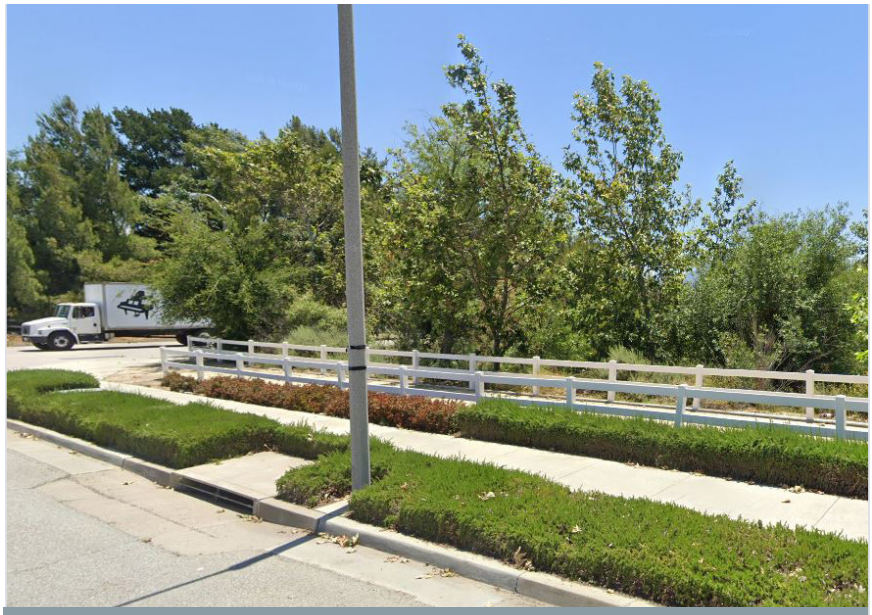
Pauba Road Hydrology and Hydraulic Review

Riverside, CA | Riverside County

Relevance to this Contract

- Erosion mitigation
- Hydrologic analyses
- Roadway/Transportation drainage



Pauba Road Hydrology and Hydraulic Review

Psomas provided civil engineering design services for storm drainage associated with a roadway widening as part of an on-call contract with Riverside County. The project encompasses widening from 22 feet wide to 28 feet and realignment (vertical and horizontal) of approximately 6,000 linear feet of Pauba Road between Via Del Monte and Calle Contento. Approximately six existing storm drain culverts cross Pauba Road within the project limits, and existing sub-surface utilities run longitudinally beneath the roadway throughout the project limits. The scope of services included evaluating the existing hydrology of the tributary area and hydraulics of the existing culverts. The project will deliver a County of Riverside Drainage Design Report.

REFERENCE

Alfredo Martinez
Riverside County
951.955.0086
almartin@rivco.org

PERSONNEL INVOLVED

Ryan Lynch, Project Manager



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West Santa Ana Branch Bikeway Phase 2

Paramount, CA | City of Paramount

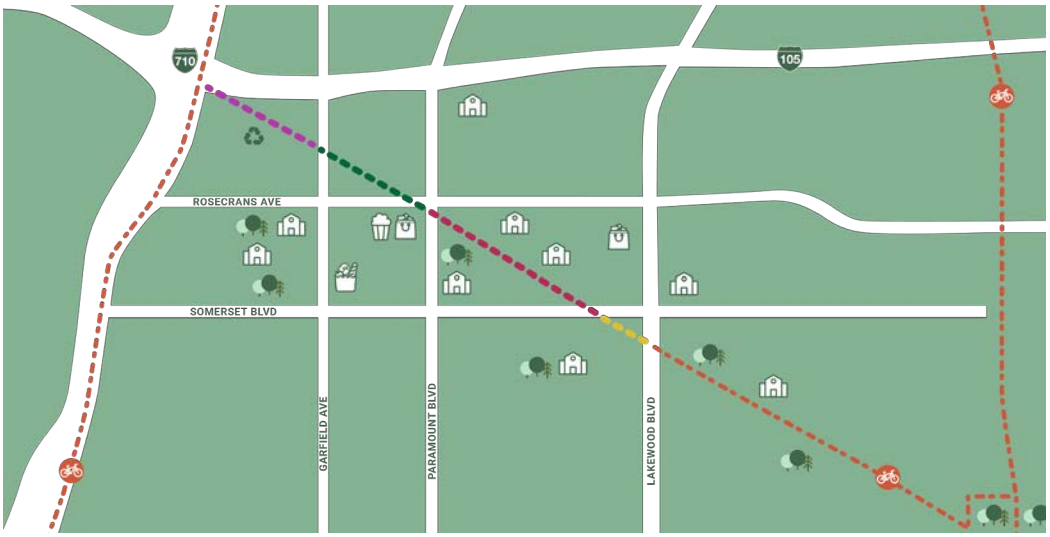
Relevance to this Contract

- Class I Multi-Use Trail
- Multiple Stakeholder Coordination
- Similar Civil, Drainage, Traffic Design Components



West Santa Ana Branch Bikeway Phase 2

Psomas is providing project management, conceptual design, and preparation of the construction drawings and technical specifications for the West Santa Ana Branch Bikeway Phase 2 Active Transportation Project within the city limits. The project will enhance and promote active transportation travel and provide improved pedestrian and bicycle safety; with improved bicycle and pedestrian circulation and connectivity. As well as provide incentives for walking and biking through the installation of pedestrian lighting, bike lanes and connecting sidewalks.



REFERENCE

Rafael Casillas
City of Paramount
562.330.9008
RCasillas@willdan.com

PERSONNEL INVOLVED

Arief Naftali, Project Manager

Carrie Davis, Project Engineer

Brandon Pence, Design Engineer

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TO #421.1, CIP Annual Sewer Improvements

Hermosa Beach, CA | City of Hermosa Beach

Relevance to this Contract

- Storm Drain Outfall
- CCTV Inspection
- Subsurface Utility Location
- Stormwater Pump Station



CIP Annual Sewer Improvements

Soon after the construction completion of a sewer rehabilitation project design by Psomas, under an on-call contract with the City of Hermosa Beach, Psomas was sole sourced to prepare construction plans and specifications for approximately 1,700 LF of sewer lining, 10,900 LF of sewer replacement, and 116 manholes to be rehabilitated. An additional 5,800 LF of sewer pipe within an upcoming City paving project was added and evaluated for structural and operational deficiencies. The project was organized into six distinct areas derived from the 2017 Sewer Master Plan (SMP).

The City hired Psomas to evaluate the existing conditions of these selected sewer segments and confirm the SMP's recommendations or provide supplemental recommendations if appropriate. Our NASSCO certified engineers evaluated the CCTV reports and videos and categorized each of the segments into one of the following:

- Remove and Replace: Removal and replacement of the entire pipe segment from manhole to manhole
- Point Repair: Removal and replacement of localized portions of a pipe (typically 4–35 LF)
- Line Pipe: Cured-in-place (CIPP) liner from manhole to manhole
- Deposit/Root Removal: No structural deficiencies, but has heavy deposits or roots that may result in blockage of flow or future structural damage
- No Repair

REFERENCE

Andrew Nguyen
City of Hermosa Beach
310.318.0212
anguyen@
hermosabeach.gov

PERSONNEL INVOLVED

Maira Salcedo, Project Manager

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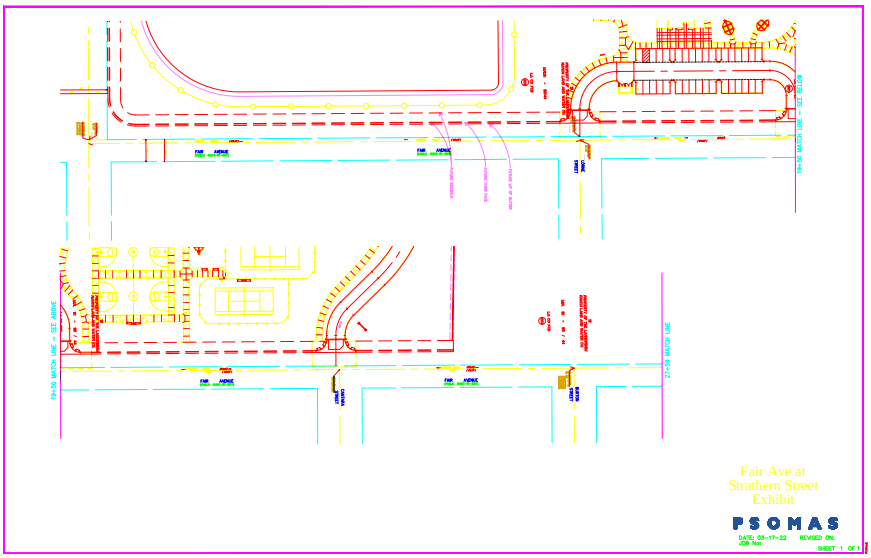
Tujunga Ave-Strathern St-Fair Ave Street Improvements Project

Los Angeles, CA | City of Los Angeles

Relevance to this Contract

- Pedestrian and Safety-Related Improvements
- Road Widening
- Street Improvements
- Pre-Design and Design Services



Tujunga Ave-Strathern St-Fair Ave Street Improvements Project

The Tujunga Avenue, Strathern Street, and Fair Avenue Street Improvements Project proposed to improve and upgrade said streets to current standards to improve traffic flow, safety, and pedestrian mobility along the corridor. This effort is of special benefit to the residents of the City of Los Angeles and to Council District 6 (CD-6). Under this Task Order, the City of Los Angeles (City) Department of Public Works Bureau of Engineering (BOE) Prop O Clean Water Division contracted Psomas to perform Pre-Designand Design only, per BOE Design Manuals. The scope consisted of road widening, including the construction of new pavement, sidewalk, curb and gutter, traffic control devices, street trees, and curb ramps. The scope also required the removal of existing trees relocation of existing power poles and traffic control devices.

REFERENCE

Jesus Bermudez, PE
City of Los Angeles
213.847.0395
jesus.bermudez@lacity.org

PERSONNEL INVOLVED

Arief Naftali, Project Manager

Nam Nguyen, Design Engineer

Carrie Davis, Project Engineer

Daniel Rahe, Lead Surveyor

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6 References

References

City of Los Angeles

Jesus Alvarado Bermudez, PE, Acting Civil Engineer Bureau of Engineering
Department of Public Works
1149 S. Broadway, Suite 630
Los Angeles, CA 90015 Mail Stop 538
213.847.0395
jesus.bermudez@lacity.org

Project: Tujunga Ave-Strathern St-Fair Ave Street Improvements Project

City of Paramount

Rafael Casillas, City Engineer
15300 Downey Ave
Paramount, CA 90723
562.330.9008
RCasillas@willdan.com

Project: West Santa Ana Branch Bikeway Phase 2

City of Inglewood

Eloy Castillo, Principal Civil Engineer
1 Manchester Boulevard
Inglewood, CA 90301
310.412.5111 Ext. 8716
ecastillo@cityofinglewood.org

Project: Century Boulevard Mobility Improvements

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7 Fee Schedule

PSOMAS

Hourly Rate Schedule
2024 to 2027

CLASSIFICATION	HOURLY RATE
Engineering	
Contract Manager/Project Manager	$310
Senior Project Manager/QA/QC Manager	$290
Project Manager II	$270
Project Manager I	$260
Assistant Project Manager	$240
Senior Project Engineer	$220
Senior Traffic Engineer/Project Engineer II	$210
Project Engineer I /Traffic Engineer/Senior Project Designer	$200
Civil Engineer/Project Designer	$190
Civil Engineering Designer III	$170
Civil Engineering Designer II/Sr. CAD Designer	$160
Civil Engineering Designer I	$150
CAD Designer	$135
Project Assistant/Administration	$145
Environmental	
Senior Project Manager and QA/QC Manager	$276
Senior Air Quality, Climate Change and Noise Manager	$259
Regulatory Permitting Manager/ Biological Resources Manager	$242
Senior Archaeologist/Paleontologist/Restoration Ecologist	$203
Regulatory Permitting Specialist	$203
Senior Environmental Planner/Project Manager III	$199
GIS Manager	$188
Senior Biologist/Senior Ecologist/Project Manager II/Senior GIS Analyst	$180
Project Manager I/Assistant Project Manager	$167
Biologist/Certified Arborist	$154
Environmental Planner/Air Quality, Climate Change, and Noise Specialist	$146
Graphic Artist/Word Processor/Project Assistant/Administrative Assistant	$141
Senior Field Technician/Environmental Analyst	$134
Archaeologist/Paleontologist/Technical Writer/Editor	$122
Field Technician/GIS Specialist	$118

CLASSIFICATION	HOURLY RATE
Survey	
Contract Manager/Project Manager	$240
Construction Survey Manager	$230
Project Surveyor III	$200
Project Surveyor II	$190
Project Surveyor I	$180
Office Surveyor III	$160
Office Surveyor II	$150
Office Surveyor I	$140
Staff Surveyor II	$130
Staff Surveyor I	$120
Photo Compiler	$160
Land Surveyor - Prevailing Wage Party Chief	$195
Land Surveyor - Prevailing Wage Chainman	$185
Project Assistant/Administration	$140
Subsurface Utility Engineering (SUE)	
2 Person CCTV Crew (NASSCO)	$425
2 Person Utility Detection Crew	$345
2 Person CCTV Crew (non-NASSCO)	$345
SUE Project Manager	$255
1 Person Utility Detection Crew	$230
SUE Coordinator	$180

Detailed resumes of key personnel proposed shown earlier can be found on the following pages.

Docusign Envelope ID: FAF67BAD-2768-4993-8CA0-B5CC3B5B57DD

GMU
ENGINEERS & GEOLOGISTS

2024 SCHEDULE OF CHARGES

PROFESSIONAL SERVICES

Document Preparation and Project Services	$ 110.00/hour
CAD/GIS Design Engineer	$ 128.00/hour
Staff Engineer or Geologist	$ 170.00/hour
Senior Staff Engineer or Geologist	$ 188.00/hour
Project Engineer or Geologist	$ 212.00/hour
Senior Engineer or Geologist	$ 248.00/hour
Associate Engineer or Geologist	$ 267.00/hour
Principal/Director	$ 290.00/hour

FIELD INSPECTION & TESTING SERVICES

Staff Engineering Technician — $ 110.00/hour*
- Services provided under direct supervision of a Senior Engineering Technician

Senior Engineering Technician — $ 128.00/hour*
- Inspections for soils/grading, asphalt, concrete, batch plants, piles/caissons, etc.
- Certifications by ACI, ICC, Caltrans, local jurisdictions, etc.

Registered Special Inspector (*No 4-hour minimum*) — $ 128.00/hour*
- Certifications by ACI, ICC, Caltrans, local jurisdictions, etc.
- Reinforced concrete, Post-Tension, Masonry, Welding, Bolting, Fireproofing

Instrumentation Engineer — $ 170.00/hour
- Slope inclinometer and Piezometer monitoring
- Manometer for floor-level surveys
- Stormwater turbidity & pH meter
- Groundwater monitoring - pressure transducer, datalogger, water chemistry meter, etc.
- Pipeline video camera for drains, wells, etc.

Engineering Seismological Technician (includes 3-channel seismograph) — $ 170.00/hour
- Blast vibration monitoring
- Construction vibration & noise monitoring (pile driving, drilling, demolition, etc.)

***Notes:**

(1) Rates include vehicle, nuclear density gauge, and equipment for testing, inspection, and sampling.
(2) No 4-hour minimum charges apply, except for night work.
(3) Overtime is charged at 1.5 times the base rate. Overtime is defined as time worked on the project in excess of 8 hours per day and all time on Saturdays, Sundays, and holidays.
(4) Prevailing Wage projects, additional hourly surcharge for Field Personnel per CA Labor Code §1720, et seq. — Add $ 36.00/hour

LABORATORY TESTING SERVICES

Laboratory Testing — $ 138.00/hour

(For special materials testing and laboratory costs on a per-test basis, see GMU's Laboratory Fee Schedule)

OTHER CHARGES

Outside Services	Cost + 15%
Reimbursables & Reprographics	Cost

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ANDREW A. NICKERSON, PE, QSD/QSP

Principal-in-Charge / QA/QC Manager – Psomas



REGISTRATION

1997/CA/Professional Engineer/Civil/56808

EDUCATION

1996/MS/Civil Engineering: Transportation/University of California, Irvine

1992/BS/Civil Engineering/ Columbia University

1991/BA/Physics/College of the Holy Cross

CERTIFICATIONS

Qualified SWPPP Developer and Practitioner/State of California, State Water Resources Control Board/01270

PROFESSIONAL AFFILIATIONS

American Council of Engineering Companies, Los Angeles County Chapter

American Society of Civil Engineers, Los Angeles Section

EXPERIENCE

With Psomas for 27 years; with other firms for 5 years

Andrew Nickerson has 32 years of experience providing design and analysis of commercial, residential, and institutional development projects including project management, EIR preparation, grading, site utilities, hydrology and hydraulic studies/reports, geometric road design, engineering research/ reports, and quantity/cost estimate preparation. In addition, Andrew has worked on many Los Angeles B-Permit and Design-Build projects.

Experience

County of Los Angeles, Department of Public Works, As-Needed General Engineering Consultant Services 2013 (PW 13775) – Alhambra, CA: Project Manager for engineering consultant services on County facilities on an as-needed basis. Psomas led a multi-disciplined team through eight projects. Of those projects, several were located within park settings, including Fire Department National Pollutant Discharge Elimination System Assessment Project, Facility Evaluation and Assessment Report; Arborist Services to support the Road Maintenance Division; and Survey Services for the Vermont Corridor Development Plan.

Normandie Avenue Street Improvements – Gardena, CA: Principal-in-Charge for PS&E preparation of the City's Street Improvement Project consisting of roadway and parkway improvements from Redondo Beach Boulevard to Artesia Boulevard. The project will improve current roadway conditions, improve localized drainage deficiencies within the curb and gutter, and improve overall ADA accessibility.

Vermont Avenue Arterial Improvements – Gardena, CA: Principal-in-Charge for street improvement plans for Vermont Avenue / Redondo Beach Boulevard and Vermont Avenue / Rosecrans. The improvements consisted of designing new handicap ramps, grade transitions, and utility coordination. The project was challenging in that both intersections straddled the City of Gardena and the City of Los Angeles. The portions in the City of Los Angeles had a completely separate permitting process. Additionally, the intersection was bifurcated by a freight rail corridor, which required additional coordination with the railroad. Furthermore, the traffic signals and street lighting also needed to be coordinated between the jurisdictions between Gardena and Los Angeles to agree upon the maintenance of the new lighting facilities.

Rosecrans Avenue Arterial Improvement – Gardena, CA: Principal-in-Charge for this $4 million, Measure R funded project. The project spanned

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the entire right of way of this major, two-mile-long arterial crossing. Project work included removal of the center turn lane pavement, installation of raised medians, stamped colored concrete, landscaping, irrigation, driveways, sidewalks, curb ramps, traffic signal improvements, mill and overlay asphalt concrete pavement, and signage and striping. The project also required close coordination with the owners of multiple fuel pipelines and other underground facilities within the project boundaries, and with adjacent business and residential property owners and tenants.

Crenshaw Boulevard Improvement Project – Inglewood, CA: Principal-in-Charge for the approximately 2.95 miles long Inglewood Crenshaw Boulevard Transportation Improvement Project which provides infrastructure improvements, including street improvements to increase safety and mobility and pedestrian improvements, transit accessibility improvements, traffic signal modifications, upgrades, streetscape improvements and landscaping, and other traffic safety enhancements on Crenshaw Boulevard. The project intends to increase connectivity to significant destinations and transit ridership; and improve access to employment centers, educational facilities, healthcare facilities, parks, and recreational centers.

South Praire Improvement Project – Inglewood, CA: Principal-in-Charge for developing the PS&E for pavement and streetscape condition improvements including pavement rehabilitation; curb returns, raised median, sidewalk and driveway upgrades to meet ADA requirements; installation of concrete bus pads and water quality features including bio-infiltration; and other public amenities.

County of Los Angeles, Department of Public Works, As-Needed General Engineering Consultant Services 2010-2013 (PW 13401) – Los Angeles, CA: Project Manager of this as-needed three year contract with the County of Los Angeles DPW, which was extended twice. Psomas won additional As-Needed contracts after this first effort. Tasks assigned included Road Maintenance District 3 Yard Gas Line Replacement Project. Fire Department Septic System Assessment Project -- Prepared engineering reports to assess the condition and provide recommended improvements for existing fire station on-site wastewater treatment systems (OWTS) at 33 locations within the County. Fire Department Potable Water Refurbishment Project -- Prepared engineering reports to review prior assessment reports, assess the current condition and provide recommended improvements for existing potable water system at five fire camps and fire stations. Department of Health Services, Administration Building Water Intrusion Mitigation Study -- The project involved review of existing available data, site visit, and initial findings report in an effort to determine the cause and potential remedy.

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ARIEF NAFTALI, PE, TE, EE, RSP1, ENV SP

Project/Contract Manager – Psomas



REGISTRATION

2016/CA/Electrical Engineer/21570

2005/CA/Traffic Engineer/2296

2003/CA/Professional Engineer/Civil/64286

CA/Road Safety Professional/552

EDUCATION

2004/MS/Civil Engineering (Transportation Engineering)/California State University, Long Beach

2001/MA/Organizational Management/Azusa Pacific University

1999/BS/Civil Engineering/ California State Polytechnic University, Pomona

CERTIFICATIONS

Envision Sustainability Professional/Institute for Sustainable Infrastructure

PROFESSIONAL AFFILIATIONS

American Public Works Association

Institute of Transportation Engineers

EXPERIENCE

With Psomas for 11 years; with other firms for 13 years

Arief Naftali is a licensed civil, traffic, and electrical engineer in California with 23 years of hands-on professional experience in the design and management of various road, traffic, civil, site, highway, and engineering projects serving multiple local and regional agencies in Southern California, including Caltrans. Arief is adept in roadway infrastructure, site development, active transportation, traffic engineering, outdoor electrical, and transportation planning projects, delivering improvement needs to local and regional communities alike. Arief's project portfolio encompasses a full range of projects starting from planning and design, through construction.

Experience

Higuera Bridge Over Ballona Creek Replacement – Culver City, CA: Project Manager of the engineering project to replace and widen the Higuera Street Bridge which straddles the cities of Culver City and Los Angeles. The relatively short bridge overcrosses Ballona Creek viaduct which features an existing Class I bike trail along the westerly bank of the concrete-lined waterway. Preliminary and final engineering included the approach roadway, traffic signal modification, lighting relocation and modification, right-of-way acquisition, temporary construction easement, and the development of worksite traffic control plans. Extensive coordination was performed with multiple agencies and multiple departments within the City of Los Angeles, County of Los Angeles, US Army Corps of Engineers, and relevant environmental stakeholders. Arief led a team of engineers in the development of construction documents for this project.

City of Los Angeles, Glendale-Hyperion Complex of Bridges Improvement Project – Los Angeles, CA: Traffic Engineer for the Project Report (PR) and Plans, Specifications, and Estimate (PS&E) for rehabilitation of this complex of six bridges. Improvements include widening the Glendale Boulevard bridges; realigning the I-5 northbound off- and on-ramps and Los Angeles River bike path; adding a median barrier on the Hyperion Avenue Viaduct, designing retaining walls, traffic signals, utility relocation, drainage system improvements, and infiltration basins; and improving pedestrian facilities including the Red Car pedestrian bridge and the Sunnynook pedestrian loop trail. The project involved coordination with various stakeholders and the use of various agency standards such as Caltrans, City of Los Angeles, FHWA, and AASHTO.

Crenshaw Boulevard Transportation Improvement Project – Inglewood, CA: Traffic Engineering Manager for the approximately 2.95 miles long

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Inglewood Crenshaw Boulevard Transportation Improvement Project which provides infrastructure improvements, including street improvements to increase safety and mobility and pedestrian improvements, transit accessibility improvements, traffic signal modifications, upgrades, streetscape improvements and landscaping, and other traffic safety enhancements on Crenshaw Boulevard. The project intends to increase connectivity to significant destinations and transit ridership; and improve access to employment centers, educational facilities, healthcare facilities, parks, and recreational centers.

Hyperion Avenue and Glendale Boulevard Intersection Improvements – Los Angeles, CA: Project Manager for the intersection improvements funded by LA Metro's Call for Projects. Scope of services involve traffic queuing analysis, on-street parking considerations, design of exclusive turn lanes to alleviate queuing and traffic congestion, Class II Bike lanes, a new crosswalk to facilitate safe pedestrian passage across Glendale Boulevard, traffic signal improvements, and improving the drainage system and infiltration basins.

Los Angeles Metro, Lakewood Boulevard/Alondra Boulevard Intersection Improvements – Paramount, CA: Project Manager for the engineering plans, environmental clearance processing and approval through Caltrans District 7's Encroachment Permit Department. Improvements at this intersection included pavement rehabilitation and widening; ADA access upgrades; signing, striping, and traffic signal modifications. The Lakewood/Alondra intersection is one of 33 intersections that were selected for improvements in conjunction with the Arterial Highway Improvement Hot Spots Initial Projects of the SR-91/I-605/I-405 Corridor "Hot Spot" Feasibility Study. Improvements were necessary to alleviate current and future congestion and delay at these intersections.

City of Pasadena, Cordova Street Complete Street Project – Pasadena, CA: Traffic Engineering Manager for developing preliminary engineering design and ultimately final construction design PS&E for this complete streets project. The project will improve safety along Cordova Street with Class II bike lanes, bicycle detection, street resurfacing, pedestrian ADA accessibility upgrades, and water quality improvements.

City of Whittier, Colima Road Rehabilitation – Whittier, CA: Technical Manager for the reconstruction of Colima Road between Mar Vista Street and Lambert Street, approximately 1.5 miles. Colima Road serves as a vital, four-lane arterial connecting the City of Whittier with the unincorporated area of Los Angeles. The project scope included pavement and curb ramp reconstruction and the addition of a bicycle lane within the roadbed. Various concrete repairs also involved sidewalk, curb and gutter, and driveway and cross-gutter. Psomas provided civil and traffic engineering design services, including roadway plans, curb ramp reconstruction details, signing-striping plans, temporary traffic control plans, and encroachment permit with Caltrans District 7. Psomas prepared the Engineer's Estimate and Special Provision and support during construction.

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DANIEL RAHE, PLS

Lead Surveyor - Psomas



REGISTRATION

2017/CA/Professional Land Surveyor/9425

2010/WA/Professional Land Surveyor/46897

EDUCATION

2001/Coursework/Political Science/University of Northern Colorado

EXPERIENCE

With Psomas for 8 years; with other firms for 16 years

Daniel Rahe has 21 years of professional land surveying experience on projects ranging in size from parking garages to large master-planned communities. In his current role as Senior Project Surveyor, Dan is responsible for survey project management, agency and field survey coordination, proposal writing and estimating, as well as preparing tentative, final, and parcel maps.

Experience

City of Los Angeles, Complete Streets Program – Los Angeles, CA: Project Manager in support of the prime contractor for the PS&E preparation of the City's Complete Street Program intended to implement Vision Zero and green infrastructure elements and rehabilitate of 22 miles of roadway. Meticulous planning and management were needed to coordinate with multiple design teams, disciplines, and City departments to achieve the City's goals, objectives, and aggressive schedule. Surveying services include developing a Design Survey Base Map that notes the centerline and resultant street rights of way of the various streets established from found monumentation. Mapping included the location of all surface visible improvements, including utilities, driveways, curbs, flowlines, and ramps over 22 miles of roadway. The street centerlines of 22 miles of roadway were established by field survey and right-of-way was based on Los Angeles County Assessor's Maps and/or underlying maps of record.

City of Inglewood, Crenshaw Boulevard Improvements – Los Angeles, CA: Survey Project Manager for the design and engineering services to prepare the Plans, Specifications & Estimates (PS&E) for the Crenshaw Boulevard Improvement Project. Crenshaw Boulevard is a major north-south arterial in the City of Inglewood. The south end is bordered by the 1-105 freeway while the north end terminates at west 79th Street. Improvements include resurfacing and repair of the asphalt concrete roadway surface; replacement of sidewalk; replacement of curb and gutter; construction of new medians; construction of ADA curb ramps and drive approaches; installation of concrete bus pads; traffic signal modification and upgrades; updating roadway signage, striping, and pavement markers; streetscape improvements and landscaping; new transit shelters; and street lighting. Scope of services includes project scoping, preliminary investigation, surveying, topographic work, preliminary design, utility coordination, meeting attendance, preparation of PS&E, value engineering, constructability review and 100% construction package.

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City of Whittier, Colima Road Rehabilitation – Whittier, CA: Project Surveyor for the reconstruction of Colima Road between Mar Vista Street and Lambert Street, approximately 1.5 miles. Colima Road serves as a vital, four-lane arterial connecting the City of Whittier with the unincorporated area of Los Angeles. The project scope of services included pavement and curb ramp reconstruction and the addition of a bicycle lane within the roadbed. Various concrete repairs also involved sidewalk, curb and gutter, and driveway and cross-gutter. Psomas provided design and right-of-way survey services.

California Department of General Services, Fairview Developmental Center – Costa Mesa, CA: Project Manager providing civil engineering and surveying services in support of DGS's evaluation of future uses of the facility. Scope of services included aerial topographic mapping, ALTA survey, record of survey, review of available record drawings, traffic studies, hydrology study, evaluation of projected demands and available capacity of existing facilities to serve them, and preparation of land use and infrastructure master plans. As part of the project, modeling of the proposed backbone domestic/fire and sanitary systems were completed. The sanitary sewer modeling used the Costa Mesa Sanitary District methodology.

Chaffey Community College District, Rancho Cucamonga Campus, Underground Utilities Locating Services – Rancho Cucamonga, CA: Project Manager for utility detection and mapping services for the Rancho Cucamonga campus. Other design survey services included aerial topographic survey maps, boundary lines, delineation of plotable easements, horizontal locating, elevations, utilities, and street dedication.

Rancho Los Amigos National Rehabilitation Center Campus Renovation – Downey, CA: Project Manager for providing professional services for Rancho Los Amigos, a 187-acre campus, expanding from 40-acres to 70 acres, shifting 3,000 jobs, and accommodating various county services within one private campus. The campus also provides publicly accessible open space for the neighboring community and end-users. Psomas provided survey and civil engineering services on the Design-Build contract for Phase 1 of this campus development. Services included the construction of three new buildings, the realignment and improvement to the entry drive known as Leeds Street, stormwater quality treatment, and a large central public park. Additional survey services included construction staking for buildings, building additions, structural footings, wet and dry utilities, and finish grades.

Sempra Pipeline Safety Enhancement Plan (PSEP), Los Angeles, Ventura, and Orange Counties, CA – Los Angeles, CA: Senior Project Surveyor for providing surveying and mapping and subsurface utility detection services in support of hydrotest, replacement projects, and valve upgrades across Southern California. Psomas provided full-time staff augmentation to develop project standards to be used for the surveying and mapping components.

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CARRIE DAVIS, PE

Senior Project Manager – Psomas



REGISTRATION

2001/CA/Professional Engineer/Civil/61840

EDUCATION

1997/BS/Civil Engineering/ California State University, Sacramento

PROFESSIONAL AFFILIATIONS

Women's Transportation Seminar

EXPERIENCE

With Psomas for 3 years; with other firms for 24 years

Carrie Davis has 27 years of experience successfully managing and designing dozens of local arterial highway, interchange, and multi-use trail improvement projects. Her expertise ranges from preparing preliminary studies to developing the final construction PS&E for highway, local street, and multi-use trail improvement projects. She has a strong understanding of Caltrans policies and procedures, environmental planning and permitting, and those of county and local agencies.

Experience

Oso Creek Multi-Use Trail Preliminary Design and PS&E – Laguna Niguel, CA: Project Manager for preliminary and final design services for the Oso Creek multi-use trail along the western edge of Forbes Road between its northern terminus and the Metrolink Commuter Rail Transit Station to the south. The project consisted of a bicycle/maintenance access road with an adjacent pedestrian/equestrian train between Forbes Road and Oso Creek Channel. The majority of the project was within County of Orange owned right-of-way and therefore required considerable coordination and processing to obtain an encroachment permit to construct the improvements. To provide an ADA accessible path, a retaining wall and channel lining extension was required on the southwest corner of Crown Valley Parkway and Forbes Road.

Forest Lane Trash Enclosure – Laguna Beach, CA: Project Manager for preliminary and final design plans for a new trash enclosure near Main Beach. The structure required aesthetic design considerations including materials, colors, layout, and planting to match/complement other nearby structures and the style of the surrounding community. Multiple iterations were submitted to address Planning Commission comments. Prior to submitting for Planning Commission review, Psomas completed Story Pole Staking of the structure to give the public a sense of the size and configuration of the new structure.

On-Call Professional Engineering Services, Multi-Disciplinary Plan Review – Laguna Niguel, CA: Contract Manager for various plan review services involving site development, roadway improvements, temporary traffic control, grading/drainage, storm drain and traffic studies for the City. Under this contract, Psomas acts as an extension of City staff by reviewing plans that have been submitted for encroachment permits, either by a private developer (on- and off-site improvements) or by utility companies for facility improvements.

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La Paz Road Landslide Evaluation – Laguna Niguel, CA: Project Manager to conduct an engineering study along La Paz Road between Rancho Niguel Road and Kings Road. The study assessed the recent, sudden earth movement of the westerly slope that damaged the roadway causing the number two southbound lane to be closed to traffic. The geotechnical analysis included multiple repair scenarios and required close coordination with another geotechnical consultant also working in the area. The engineering study included multiple alternative recommendations repair the slope and roadway to allow La Paz Road to be re-opened. In total, Psomas studied seven alternatives that included three options to stabilize the slope along with four alternative cross sections to repair the roadway.

Soboba Road Resurfacing PS&E – East Hemet, CA: QA/QC Manager for the rehabilitation of the existing asphalt paved roadways along Soboba Street between Stetson Avenue and SR-74 (Florida Avenue). Along with the pavement rehabilitation, other ancillary improvements were provided such as surface drainage and curb ramps. Psomas services included design, control, and topographic surveys; drainage analysis; roadway plans, specifications review, and estimate (PS&E); utility coordination; Caltrans encroachment permit; and temporary traffic control plans.

I-5/La Novia Interchange PEER and Plans, Specifications, and Estimate – City of San Juan Capistrano, CA: As Design Manager, led the project across all disciplines to deliver the first roundabout on the State Highway System in District 12. One of the most challenging aspects of this four-legged roundabout project was consideration of the steep grade on La Novia on the approach to the intersection. Detailed profile and contour grading plans were prepared to flatten the intersection to the 4% maximum grade allowed by Caltrans. Ms. Davis worked with designers to prepare Technical Specifications, DSDD, and PEER during PS&E. She also led PDT and other meetings with the client and Caltrans.

Culver Drive Widening and Realignment Plans, Specifications, and Estimate – City of Irvine, CA: As Project Manager, led the multi-disciplined design team for improvements to Culver Drive from Campus Drive to Bonita Canyon Drive. Improvements included the complete removal and reconstruction of the existing two-lane roadway by shifting the centerline and re-profiling the roadway to construct a new four-lane arterial with a raised median and a separate Class I meandering bike path. Temporary Construction Easements were required for the 96 residential properties that abut the project. Existing property walls were removed and reconstructed with sound walls (masonry block or plexi-glass) as required to mitigate noise and visual impacts. Unique design features of the project included water quality swales, a subterranean storm water detention facility, lowering the roadway to increase the stopping sight distance over a crest vertical curve, acoustical analysis and sound barrier design, landscaping, utility relocation and protection, and right-of-way acquisition services for 96 private properties.

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PAUL GERVACIO, PE, ENV SP

Civil Engineer – Psomas



REGISTRATION

2003/CA/Professional Engineer/Civil/64714

EDUCATION

1999/BS/Civil Engineering/ California State University, Sacramento

CERTIFICATIONS

Envision Sustainability Professional/Institute for Sustainable Infrastructure

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers

American Public Works Association

EXPERIENCE

With Psomas for 19 years; with other firms for 6 years

Paul Gervacio has 25 years of experience with transportation projects throughout California for various agencies and municipalities. His expertise includes intersection improvements, interchange design, highway design, local street design, bikeway/pedestrian projects, Highway Bridge Program (HBP), roadway widening, and drainage channel improvements. Various project responsibilities have included the production of Project Study Reports (PSRs); Project Development Support (PDS); Project Reports (PRs); final Plans, Specifications, and Estimates (PS&E); project management; coordination with utility agencies; ADA compliance; and scheduling. Paul frequently receives exceptionally positive feedback from his clients for his technical ability, following through on tasks, and overall customer service.

Experience

Placer County On-Call Engineering and Surveying Services – Placer County, CA: Senior Project Engineer for the preliminary engineering and final roadway and structural design, drainage analysis, utility coordination, preparation of permitting documents, Storm Water Data Reports, and water quality measures. As the prime consultant, Psomas was responsible for the assignment of tasks, management of the task orders, invoicing and progress reports, quality control/quality assurance, client and local agency interaction and coordination, permitting, and coordination of subconsultants. The contract included more than 20 task orders.

State Route 126 at Hallock Drive Intersection Improvement Project (Santa Paula Bridge) – Santa Paula, CA: Project Engineer for the PEER report and PS&E for the widening and traffic signalization of the SR 126/ Hallock Drive intersection as part of the larger Harvest at Limoneira Community development housing project. The overall project includes development of over 450 acres of land into residential neighborhoods, retain centers, schools, public parks and open space. The main entrance into the development will require widening and other improvements to the SR 126/Hallock Drive intersection. Proposed improvements include roadway widening to accommodate sidewalks, bike lanes, additional turning lanes, traffic signalization, retaining walls and storm drain improvements. The project involved coordination with various stakeholders and the use of various agency standards such as Caltrans District 7 and the City of Santa Paula. A traffic study was completed as part of the Caltrans Intersection Control Evaluation process to determine if a roundabout would be appropriate in lieu of a signalized intersection.

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City of Los Angeles, Glendale-Hyperion Complex of Bridges Improvement Project – Los Angeles, CA: Design Engineer for the Project Report (PR) and Plans, Specifications, and Estimate (PS&E) for rehabilitation of this complex of six bridges. Improvements include widening the Glendale Boulevard bridges; realigning the I-5 northbound off- and on-ramps and Los Angeles River bike path; adding a median barrier on the Hyperion Avenue Viaduct, designing retaining walls, traffic signals, utility relocation, drainage system improvements, and infiltration basins; and improving pedestrian facilities including the Red Car pedestrian bridge and the Sunnynook pedestrian loop trail. The project involved coordination with various stakeholders and the use of various agency standards such as Caltrans, City of Los Angeles, FHWA, and AASHTO.

Wilshire Boulevard Pavement Analysis – Los Angeles, CA: Project Engineer responsible for the roadway evaluation and oversight of the preliminary design and PS&E of the repair and reconstruction of approximately four miles of Wilshire Boulevard, between San Vicente Boulevard and Western Avenue. Reconstruction also occurred on Wilshire Boulevard between Federal Avenue and Barrington Avenue. Improvements included milling/inlay of various pavement depths, assessing a variety of pavement rehabilitation strategies including crack sealing, digouts and full pavement reconstruction, cold planning and overlay of various pavement depths, and full depth hot mix asphalt. Other improvements include drainage inlet reconstruction, bus pad reconstruction, sidewalk repairs, intersection re-profiling, tree removal/replacement, lighting and signal improvements, and utility adjustments. Street widening and modifications to an existing building canopy structure will occur along Wilshire Boulevard between Federal Avenue and Barrington Avenue.

Broadway Streetscape Improvement - 1st to 12th Street – Los Angeles, CA: Project Manager for the implementation of the Broadway Streetscape Master Plan to prioritize people over vehicles by implementing numerous pedestrian-oriented, traffic-calming tools, and transit amenities for the historic Broadway corridor, one of the city's busiest pedestrian corridors. Challenging aspects of the project included consideration of numerous existing utilities and conflicts with existing building basements under the public sidewalk and ramps. The project will include widened sidewalks, curb extensions, curb ramps, enhanced pedestrian crosswalks, planted trees, and landscaping, street furniture, pedestrian-scale lighting, wayfinding signage, and planning for the future LA Streetcar platforms.

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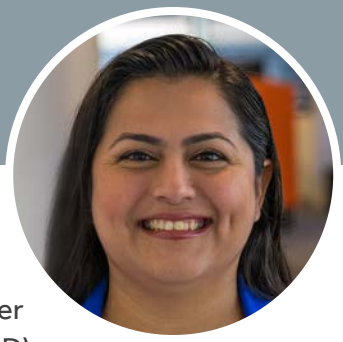
MAIRA SALCEDO, PE, ENV SP

Water/Wastewater Lead Engineer – Psomas



REGISTRATION

2011/CA/Professional Engineer/Civil/77370

2022/WA/Professional Engineer/Civil/22015476

EDUCATION

2006/BS/Civil Engineering/ California State University, Fullerton

CERTIFICATIONS

Envision Sustainability Professional/Institute for Sustainable Infrastructure

PROFESSIONAL AFFILIATIONS

Orange County Water Association

American Society of Civil Engineers, Orange County Branch

Southern California Water Utilities Association

SKILLS

ArcView 9.2

AutoCAD

Civil 3D 2008

LDT and Map 200

MicroStation V8,

Various Spreadsheet and Word Processing Software Packages

Windows 2000

EXPERIENCE

With Psomas for 18 years; with other firms for 1 year

Maira has 19 years of experience in design of sewer systems, water systems, and report preparation on public works projects throughout Southern California. Her computer experience includes AutoCAD (including Civil3D), ArcView, MS Project, and various spreadsheet and word processing software packages.

Experience

Walnut Pump Station Upgrade Project – Santa Ana, CA: Project Engineer for an on-call design contract with the City of Santa Ana to prepare a preliminary design report, plans, and specifications for the construction of new masonry buildings at Walnut Pump Station. The design scope included a new 3,650 SF pump building to replace an obsolete structure built in 1956, and to enclose five existing vertical turbine pumps. The building architecture was designed using an Art Deco style, matching the recently remodeled Santa Ana High School located across the street. The main building included a new pump room, operations workshop, electrical control room, office space, and bath and shower facilities. The design also included a separate 200 SF industrial storage building for sodium hypochlorite and POL fuel, a carport structure to shade a generator, an 8 ft high CMU perimeter wall, and two tennis practice courts and practice walls in the adjacent park to mask the perimeter fencing. Two existing steel supply mains were relocated due to the new building footprint and included the design of two new valve vaults.

Cerritos Avenue from Euclid Street to Alley East of 9th Street Sewer Siphon Removal – Anaheim, CA: Project Engineer for this project that involved analyzing the City's sewer system to determine the feasibility of the removal of two existing sewer siphons. The first siphon crossed the Orange County Public Works channel, which is a double 8-foot-wide by 8-foot-high reinforced concrete box in the intersection of Cerritos Avenue and 9th Street. The second siphon was also near this intersection and crossed an existing 48-inch storm drain pipe. The project included the replacement of 500 feet of existing sewers in the alley east of 9th Street as part of the recommendations of the Combined Central Anaheim Area Master Plan of Sanitary Sewers prepared in September 2006. In addition, a hydraulic modeling analysis of potential alternative alignments and flow routing scenarios was performed, along with the preparation of a preliminary design report, design review workshop, and preparation of construction plans and specifications.

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2018 Elderwood Upsizing Project – Irvine and Lake Forest, CA: Project Manager for the sewer upsize and CIPP lined segment in Elderwood. The Lake Forest Sub-Area Master Plan, as amended in 2016, identified one sewer segment needing to be upsized to meet IRWD's d/D criteria for the additional flows created by the 98.9-acre Serrano Summit development. In addition to the upsized sewer, the project also included the CIPP lining of the sewer segment directly downstream which was removed from the 2017 Sewer Rehabilitation Project. As part of the project design, Psomas obtained an encroachment permit from the City of Lake Forest. Construction was completed in October 2018 with Psomas providing construction phase services including shop drawing review and CIPP construction inspection.

South Long Beach Sewer Improvement Project – Long Beach, CA: Project Manager for this project for 74 sanitary sewer pipelines (20,700 feet) within the South Long Beach service area that were assessed and recommended for replacement or rehabilitation. Psomas reviewed the CCTV and inspection reports for all 74 segments, evaluated the inspection logs and videos. Based upon the review, a matrix with recommendations for each segment was developed and reviewed with LBWD to determine the selected design approach. The final design plans resulted in 59 segments (or about 17,000 LF) to be lined (CIPP), 200 feet to be removed and replaced from manhole to manhole, 23 segments (or 237 lineal feet) of point repair/pipe replacement and 24 segments (or 106 lineal feet) of segment lining.

2018 Sewer Rehabilitation Project – Rossmoor, Los Alamitos, CA: Project Manager for the design of sewer segment rehabilitation in various locations in Rossmoor and the City of Los Alamitos. Psomas staff reviewed 60,000 feet of sewer system CCTV tapes and made appropriate recommendations for repairs where needed. The rehabilitation design comprised a combination of CIPP lining of approximately 2,830 feet of 8-inch through an 18-inch-diameter sewer in 11 separate locations; UV-Cured Point Repairs (trenchless) at 68 sites; removal and replacement of about 860 feet of 8- and 10-inch-diameter pipe in four areas; and point repairs to 8-inch through 18-inch pipe at 14 different locations. The project also included obtaining preliminary encroachment permits from the City of Los Alamitos and the County of Orange, coordination for project advertising, evaluation of the bids received, and recommendation of project award.

Del Amo 5 Sewer Relief Project – Torrance, CA: Project Manager for the design of approximately 2,000 LF of pipe burst of the existing 12-inch VCP sewer with a 16-inch HDPE pipe in Hawthorne Boulevard between Del Amo Circle and Sepulveda Boulevard and 200 LF of dual 12-inch VCP sewer. The upsized sewer will reconnect to an existing Los Angeles County Sanitation Districts (LACSD) sewer manhole and require the downstream connection point in the intersection of Hawthorne Boulevard and Sepulveda Boulevard to meet LACSD standards as well as review and approval from the LACSD. The existing sewer is located within Caltrans right-of-way and City easements in the west side of Hawthorne Boulevard and, therefore, will require a Caltrans review and approval prior to construction.

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RYAN J. LYNCH, PE, QSD, LEED AP, ENV SP

Storm Drain and Drainage – Psomas



REGISTRATION

2007/CA/Professional Engineer/Civil/71441

EDUCATION

2003/BS/Civil Engineering/University of Southern California

CERTIFICATIONS

Envision Sustainability Professional/Institute for Sustainable Infrastructure

LEED Accredited Professional/U.S. Green Building Council

Qualified SWPPP Developer/California Stormwater Quality Association

EXPERIENCE

With Psomas for 9 years; with other firms for 12 years

Ryan Lynch has 21 years of civil engineering experience focused on client and project management and communication. He has successfully managed projects that involve complex grading, drainage, and utilities solutions for campus projects including colleges, universities, studios, and theme parks. Ryan is a strong, tactful, straight-forward communicator with a dedication to his client's best interests.

Experience

City of Beverly Hills, North Santa Monica Boulevard Reconstruction – Beverly Hills, CA: Project Manager provided professional services for the reconstruction of North Santa Monica Boulevard (NSMB) from the eastern city limit with West Hollywood to the western city limit with Los Angeles. Improvements included the design of the corridor, storm drain infrastructure design, implementation of sustainable practices, the addition of bicycle lanes, urban design enhancements, and pedestrian improvements. Civil engineering design services encompassed the following: Phase I services included project management, outreach plan, and a pre-design report; Phase II services included Plans, Specifications, and Estimate (PS&E); permitting and agency coordination; bid and award support; construction administration and project closeout support. Additional services included the following: analysis of the storm drain system which replaced aging storm drain segments and upsized selected segments, catch basins replaced to include stormwater treatment, and bioswales designed to treat water from the roadway and adjacent alleys.

California State Polytechnic University, Pomona, Surface Parking Lots and Structures Assessment – Pomona, CA: Project Manager responsible for performing visual assessments of approximately 20 surface parking lots on the Cal Poly Pomona campus and seismic assessment of two campus parking structures. The project focus was to assess the physical condition of the existing parking lots and structures and prepare a report that defines a recommended maintenance schedule and an approximate maintenance budget. The surface parking lots assessment included photo documentation of each lot, short term recommendations for repairs and maintenance of the parking lot surfaces, and development of a long-term maintenance plan including cost estimates. The parking structures were assessed by a structural engineer for compliance with current seismic standards using a visual inspection and historic construction plans of the structures.

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California State Polytechnic University Pomona, Student Housing Replacement and Kellogg Drive Realignment, Design-Build – Pomona, CA: Project Manager on a major campus renovation that included the construction of a 300,000 GSF, 980-bed student housing building and the demolition and realignment of Kellogg Drive and Eucalyptus Lane. Psomas' civil engineering scope of services encompassed the following: realignment of Kellogg Drive; on-site rough grading; demolition of existing Kellogg Drive, preparation of building pads, relocation of on-site CPP water, sewer and storm drain utilities, and design of proposed water, sewer and storm drain backbone utilities to serve the new housing buildings; and on-site precise grading, hardscape, paving, water, fire water, sewer, and drainage infrastructure of the housing, central plant, and dining commons.

Riverside County, Pauba Road Hydrology and Hydraulic Review – Riverside, CA: Project Manager provided civil engineering design services for storm drainage associated with a roadway widening as part of an on-call contract with Riverside County.. The project encompasses widening from 22 feet wide to 28 feet and realignment (vertical and horizontal) of approximately 6,000 linear feet of Pauba Road between Via Del Monte and Calle Contento. Approximately six existing storm drain culverts cross Pauba Road within the project limits, and existing sub-surface utilities run longitudinally beneath the roadway throughout the project limits. The scope of services included evaluating the existing hydrology of the tributary area and hydraulics of the existing culverts. The project will deliver a County of Riverside Drainage Design Report.

City of West Hollywood, As-Needed Civil Engineering Design Services – West Hollywood, CA: Project Manager providing a variety of engineering services to assist the City of West Hollywood with the design and implementation of facility upgrades to improve services to residents and visitors. Services provided for this as-needed contract comprise the following: feasibility studies, design services, site planning, and construction administration. As-needed projects included the following: electric vehicle charging stations, two new public parking lots, welcome signs, pedestrian and bike-focused intersection reconstruction, park improvements, and utility locating.

Temescal Canyon Road Widening, El Cerrito Segment – Riverside, CA: Project Manager for the project which proposes to construct roadway widening improvements along Temescal Canyon Road. In order to provide the capacity to meet regional transportation needs, improvements include pavement reconstruction and widening, intersection configurations, grading, slopes, retaining walls, drainage facilities, and traffic signal modifications. Psomas' scope of services included preliminary drainage and roadway engineering and traffic studies, environmental documentation, final drainage and roadway engineering, right-of-way engineering, bid and construction support, and public relations.

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TIMOTHY ALLISON, PE

Project Manager – Psomas



REGISTRATION

1987/CA/Professional Engineer/Civil/41696

EDUCATION

1983/BS/Civil Engineering/ Syracuse University, Syracuse

TRAINING

Temporary Pedestrian Access Routes Training

EXPERIENCE

With Psomas for 1 year; with other firms for 38 years

Timothy Allison is an experienced Program and Project Manager with a strong background in public transportation projects having worked for the California Department of Transportation (Caltrans) in San Diego for 18 years and then for the San Diego Metropolitan Transit System (MTS) for 20 years. Tim demonstrates exceptional contract management skills, attention to detail, and an ability to develop and maintain valuable relationships with stakeholders. Tim excels in leading teams with a comprehensive background in engineering, project management, and program delivery. Tim brings a wealth of knowledge and expertise to every endeavor. As the Manager of Real Estate Assets for MTS, Tim was responsible for a wide range of engineering and real estate responsibilities including managing over 150 miles of railroad right-of-way, office and maintenance facilities, approximately $2 million in real estate revenue, property acquisitions, and engineering issues. Tim was also responsible for coordinating consultants, addressing inquiries related to property inventory, right-of-way permits, and property disputes. His expertise extends to third-party plan reviews, permitting, and construction oversight, ensuring compliance and successful project delivery. Timothy's financial acumen is evident through his management of land management budgets and procurement of consultant services. He is also adept at capital projects, overseeing right-of-way acquisitions and inter-agency agreements for maintenance and operations. Prior to working at MTS, Tim had over eighteen years of experience at Caltrans performing all levels of Civil Engineering project development, construction, program management and project management. Tim was trained in Project Management best practices and was a lead staff member on the San Diego District's implementation of project management based on the Project Management Institute. Tim participated in local and statewide project management task forces looking at project delivery issues, business improvement, and statewide project management software implementation. Tim was a successful Project and Program Manager for numerous complex transportation projects from project inception to construction completion.

Experience

Mid-City Rapid Project, Metropolitan Transit System – San Diego, CA: MTS Project Manager/Liaison for this limited-stop transit service between San Diego State and Downtown San Diego. The 10-mile project included new bus/transit shelters and street improvements.

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SuperLoop Rapid Transit Project, Metropolitan Transit System – San Diego, CA: MTS Project Manager/Liaison for this project which provides frequent, high-speed service, and innovative vehicle amenities. Each uniquely branded station includes a shelter, seating, energy-efficient lighting, and electronic signage indicating the arrival of the next vehicle. In addition, many shelters include lean rails or seat walls. Other improvements include improvements to roadways and traffic signals, vehicle turnouts, new vehicle stations, signage, rider waiting areas, improved seating and lighting, a dedicated bike lanes, and open space improvements.

South Bay Bus Maintenance Facility Project, Metropolitan Transit System – San Diego, CA: MTS Project Manager/Liaison for the expansion and improvements to the existing facility. The project transformed the existing facility into a larger and more functional bus maintenance and operations base. The site was expanded to 10.6 acres and the facility enhancements included new administration and maintenance buildings, modifications to an existing maintenance building, a new bus wash facility, and additional bus parking. The new facility increased the maintenance capacity from 174 to 240 buses.

East County Bus Operations & Maintenance Facility Project, Metropolitan Transit System – San Diego, CA: MTS Project Manager/Liaison for this LEED Silver facility which is now home to 120 clean-burning Compressed Natural Gas (CNG) buses. The 34,500-sf maintenance building and 10,275-sf administrative building sit on 5.5-acres and cost $38M to construct. The project include energy-efficient elements including on-site renewable energy, LED lighting, reflective windows, water use reduction techniques, drought-tolerant landscaping and temperature control technology. Funding included MTS, FTA, CA Transit Development Act, and CA Transit Assistance Program funds.

San Diego Metropolitan Transit System (including MTDB and SANDAG) (March 2002 to December 2022) – San Diego, CA: As Manager of Real Estate Assets, responsible for all the real estate holdings of the San Diego Metropolitan Transit System (MTS) and its operating divisions which includes over 150 miles of railroad right-of-way, office and maintenance facilities, and approximately $2 million in real estate revenue. Managed various consultants, the activities of a staff Right-of-Way Permits Engineer, and Right-Of-Way Land Management Engineer, while being the steward for the MTS property inventory. Responsible for the Land Management budget and related property issues. Managed all inquiries to the MTS property inventory including right of entry permits, entitlement requests, property disputes, and San Diego and Arizona Eastern Railway Company (SD&AE) property matters. Managed the Transit Oriented Development Program. Responsible for right-of-way acquisition for capital projects as necessary. Participated in special projects having a real estate element.

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MICHAEL DOUR

Senior Transportation Planner - Psomas



EDUCATION

1990/BS/Environmental Policy Analysis & Planning/ University of California, Davis

EXPERIENCE

With Psomas for 1 years; with other firms for 18 years

Mike Dour is an Active Transportation and Transit professional with 19 years of public-sector transportation planning experience. His experience includes managing Active Transportation and Transit programs for local agencies, including bicycle and pedestrian improvement projects and transit projects, and developing bicycle and pedestrian master plans. Mike is intimately familiar with various funding opportunities for public infrastructure projects and has direct experience preparing successful grant funding applications. Mike has specific expertise in engaging with communities to develop projects that encourage active transportation and the use of alternative transportation modes. Prior to joining Psomas, Mike managed the Alternative Transportation Division at the City of Roseville, supervising a portfolio of over $30 million of active transportation-focused projects.

Experience

G Street Activation – Davis, CA: Senior Transportation Planner for preliminary design services to replace COVID-era outdoor, on-street seating with ADA-compliant, maintainable, and attractive decking, design guidance for tables, seating, shade structures, lighting, fencing and other amenities that improve aesthetics and accessibility, and a multi-use path that promotes pedestrian and bicycle activity along G Street. Michael was responsible for development of design concepts and project team communications and coordination.

Pleasant Grove Boulevard Widening Project – Roseville, CA: Senior Transportation Planner for providing engineering services for widening approximately 1.45 miles of roadway to a configuration consisting of three travel lanes in each direction through the intersections of Pleasant Grove Boulevard with Woodcreek Oaks Boulevard and Foothills Boulevard, Class II bike lanes, curb, gutter, sidewalk, curb ramps, center median, traffic signal modifications, elimination of left-turns out from minor streets, resurfacing in areas of striping reconfiguration, and drainage system improvements. Psomas obtained as-built verification of existing utilities, potholed utilities which were shown to be in conflict, and coordinated utility relocations and design modifications. Michael reviewed the bike lane layout and signage and striping plans.

Galleria On-Route Charging Stations – Roseville, CA: Senior Transportation Planner for the preliminary and final structural design (PS&E) for this project, comprising reconfiguring the existing four bus berths and adding

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an additional three new bus berths at the Galleria Mall in Roseville. The new bus berths will be served by fast-charging overhead pantograph devices. Coordination with Kendal Whitehead, the ABB representative, the Galleria Mall property manager, Roseville Electric, and the adjacent Roseville Parkway Widening project are important components of the project. Improvements include grading, drainage, roadway widening, bus turnouts, electrical equipment and charging facilities, and security/lighting. Michael reviewed preliminary and final design for two 500-kWh rapid bus chargers at the Galleria Transit Center that provide on-route charging for the South Placer Express Project.

Dry Creek Greenway East Phase I – Roseville, CA: Senior Transportation Planner for professional design services, including engineering and environmental permitting services for developing a four-mile multi-use path along portions of Dry, Cirby, and Linda Creeks from Riverside Avenue to Old Auburn Road in Roseville for the Dry Creek Greenway East Phase I project. Mike oversaw development of trail layout, preliminary design and environmental review, review final design, and grant writing and management.

Exposition Boulevard Rehabilitation – Sacramento, CA: Senior Transportation Planner for engineering services to implement pavement rehabilitation and resurfacing improvements along Exposition Boulevard between Tribute Road and Ethan Way, including bicycle and pedestrian enhancements where possible within the constrained corridor. Michael reviewed the conceptual bike lane striping.

Sacramento Regional Transit District, Winters Street Road Closure – Sacramento, CA: Assistant Project Manager/Transportation Planner for providing civil engineering services for conceptual design for fencing and gates to restrict public access to Tri Stations Road from the Winters Street cul-de-sac to the Roseville Road Light Rail Station, and to restrict access beneath the Tri Stations Road and Light Rail viaduct structures along Roseville Road. Michael's tasks included development of conceptual design for fencing and gates to restrict public access, project team communications and coordination.

Jamestown Community Connectivity Project – Tuolumne County, CA: Senior Transportation Planner for the preliminary and final design services for the installation of 3,600 feet of new sidewalk, curb and gutter, ADA upgrades, crosswalks, and 600 feet of new separated multi-use path. This ATP funded project will expand the existing pedestrian network and create safe and continuous pedestrian travel paths between residential areas, Jamestown Elementary School, public transit facilities, recreation opportunities, and businesses. Michael assisted in the development of preliminary design drawings.

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NAM NGUYEN, EIT, ENV SP

Lead Traffic Deisnger - Psomas



EDUCATION

2015/BS/Civil Engineering/ California State Polytechnic University, Pomona

CERTIFICATIONS

Envision Sustainability Professional/Institute for Sustainable Infrastructure

Engineer-in-Training/ CA/California Board for Professional Engineers, Land Surveyors, and Geologists/154995

EXPERIENCE

With Psomas for 10 years

Nam Nguyen has been responsible for various design and drafting assignments focusing on public works and transportation projects throughout Southern California. Having successfully developed many traffic engineering construction documents, he is well-versed in the guidelines and standards that govern the making of geometric/signing, striping, traffic control, signal modification, and street improvement plans. Nam also possesses strong MicroStation, AutoCAD, and Civil 3D skillsets.

Experience

Balboa Boulevard and Newport Boulevard Pavement Rehabilitation – Newport Beach, CA: Traffic Designer for development of a plan set for street pavement rehabilitation for approximately 2.5 miles of street improvements. The project's scope included rehabilitating the existing asphalt roadway, grinding and overlaying deteriorated concrete flatwork, completing ADA improvements in the project limits, adjusting utilities to grade, installing street signs, and pavement striping.

Traffic Control Plans for Sewer and Electrical Construction, Irvine Company, LLC – Irvine, CA: Senior Traffic Engineer to develop two sets of temporary traffic control plans subject to the review and approval of City of Irvine in the Irvine Spectrum shopping area. One was for the construction of sewer connection across Gateway at Spectrum Center Drive which involved a temporary full closure north of Spectrum Center Drive with detour, and another for the construction of underground electrical conduits by Southern California Edison (SCE) across Gateway, and Spectrum Center Drive. A total of five stages were involved.

Michelson/Bixby Signal Modification – Irvine, CA: Senior Traffic Engineer to perform field reconnaissance and develop a traffic signal modification plan to repair and rehabilitate an existing signal system at the intersection that was damaged by a recent collision.

Street Lighting Design for Coast Highway – Laguna Beach, CA: Senior Traffic Engineer for the design of new decorative street lights on Coast Highway (US-1) as part of completing electrolier acquisition from SCE to the City. Project limits extend from Cajon Street (to the north) to Agate Street (to the south), an approximately 2.2 mile distance along Coast Highway, which is part of a State Route (SR).

Park Avenue Street Lighting – Laguna Beach, CA: Senior Traffic Engineer to install City-owned streetlights within the limits of the Park Avenue neighborhood from St. Ann's Drive to Wendt Terrace as part of the utility undergrounding process.

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DARLENE YELLOWHAIR, PE, PTOE, RSP2I, ENV SP

Traffic Engineering – Psomas



REGISTRATION

2017/CA/Traffic Engineer/2827

2009/AZ/Professional Engineer/Civil/50215

2023/NV/Professional Engineer/Civil/031150

EDUCATION

2006/MS/Civil Engineering/ Cornell University

2004/BS/Civil Engineering/ University of Arizona

CERTIFICATIONS

LEED Accredited Professional/U.S. Green Building Council/

Professional Traffic Operations Engineer/ Transportation Professional Certification Board Inc./3123

Road Safety Professional, Level 2 Infrastructure/ Transportation Professional Certification Board Inc./123

Envision Sustainability Professional/Institute for Sustainable Infrastructure

PROFESSIONAL AFFILIATIONS

Institute of Transportation Engineers

American Society of Civil Engineers

EXPERIENCE

With Psomas for 18 years

Darlene has extensive experience with a variety of traffic engineering projects, including traffic impact studies, traffic reports, safety studies, signal warrant studies, corridor studies, signal timing and coordination, signing and striping design, and traffic signal design. She also has experience with design and studies for alternate modes of travel, Road Safety Assessments, transportation planning, and roadway design. Darlene is well-versed in Synchro, SimTraffic, HCS, SIDRA, and GIS, and has experience with AutoCAD, MicroStation, and InRoads.

Experience

Glendale Boulevard/Hyperion Avenue Complex of Bridges Traffic Study – Los Angeles, CA: Traffic Engineer in the collection, compilation, and development of a traffic studies for six bridges, including the Waverly Drive Bridge, that connect the communities of Atwater Village and Silver Lake. As the bridges cross the Los Angeles River, I-5 Freeway and Riverside Drive, they provide vital links for the communities. The completed traffic studies consist of existing and future vehicular, pedestrian and bicycle volumes, speed, median barrier, operational analysis, pedestrian crosswalk, and cross-section alternatives. Psomas also provided a speed study, analysis of potential median treatments, operational analyses of various alternatives, evaluation of pedestrian crossing location and traffic control, and an assessment of cross-sectional elements.

Traffic Engineering Services for the Implementation of the LACMTA Purple Line Extension – Beverly HIlls, CA: Traffic Engineer for providing various traffic engineering services associated with the underground construction of the Purple Line subway extension for Segments 1 and 2. Evaluated temporary condition along a major corridor during the construction of the Purple Line and developed updated signal timing and coordination plans. The study did not evaluate potential geometric improvements, but instead aimed to maximize efficiency of the signals given the temporary conditions. Obtained existing signal timing plans, and developed a Synchro model to evaluate the conditions, as well as various alternatives for signal timing and phasing changes.

State Route 138 Southbound Off-Ramp at Palmdale Boulevard and Interchange Improvements – Palmdale, CA: Traffic Engineer responsible for providing preliminary engineering and final design services to the City of Palmdale for this highway interchange project. Services include

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the preparation of a Project Initiation Document (PID), including Project Study Report (PSR) and Project Development Support (PDS), PA&ED, includes preparation of draft project report (DPR), project report (PR), Design Standard Decision Document (DSDD), and PS&E. The purpose of the project is to improve levels of service by increasing capacity, reducing congestion, and improving overall operations and safety. The project involves utility relocation, drainage improvements, the design of signal upgrades, intersection modifications, and reconfiguration of the SR 138 (SR 14) on- and off-ramps at Palmdale Boulevard. Port of Long Beach, West Anaheim Street Rehabilitation and Reconstruction – Long Beach, CA: Traffic Engineer for the Anaheim Street Pavement Rehabilitation/Reconstruction Program. The project included preparation of the robust outreach program, a comprehensive Port vehicle traffic handling and detour plan, the Basis of Design Report, including fund alternatives and feasibility studies, and PS&E for the 4,350 LF project. The project provided pavement and median reconstruction, lane reconfiguration, traffic signal modifications, ADA upgrades, significant parkway and median landscaping and beautification, and stormwater quality improvements comprised of parkway bio-swales and filterra treewells. Darlene was responsible for the traffic analyses for this project, including providing recommendations for traffic-related improvements and traffic control plans.

2nd Street and Pacific Coast Highway Signal and ITS Design – Long Beach, CA: Traffic Engineer for providing preliminary engineering services for this 10-acre resort community area that features a mix of upscale lifestyle tenants, restaurants, entertainment, local shops, and a gourmet grocery. The scope of services included engineering planning, entitlements, EIR engineering support, and ALTA survey mapping.

NOHO West (formerly Laurel Plaza) Traffic Engineering – North Hollywood, CA: Traffic Engineer for modifications of six signalized intersections in the proximity of the proposed NOHO West development. Improvements were associated with the addition of turn lanes, left-turn phasing changes, realignment of signal mast arms, and equipment upgrades due to changes in approach geometry. Signing/Striping plan sheets were also developed for said improvements.

Mt. San Antonio College, Transit Center – Walnut, CA: Lead Traffic Engineer for the conceptual and final design of a new Foothill Transit (FT) transit center on the Mt. San Antonio College Campus. The transit center will include 10 bus bays designed with dedicated electrical equipment, including transformers and charger/controllers in anticipation of future electric bus charging stations. The transit center will serve as a terminal destination for Mt. SAC students using mass transit, a transfer point for multiple FT routes, will provide layover facilities for FT buses, as well as including services for passengers such as bike parking, ticketing center, and bathrooms. The transit center will be located on the north side of Temple Avenue just west of Bonita Drive and will require construction of a new traffic signal to handle bus traffic. Psomas performed the traffic engineering study that forecasted traffic volumes, assessed traffic operations with and without the signal, and evaluated the applicable traffic signal warrants.

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JENNIFER MARKS

Environmental Planner – Psomas



EDUCATION

1999/BS/Natural Resources, Planning and Interpretation/Humboldt State University

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers

Environmental and Water Resources Institute

Association of Environmental Professionals

EXPERIENCE

With Psomas for 24 years; with other firms for 1 year

Jennifer Marks is a Principal and Senior Project Manager with over 25 years of experience in environmental documentation and analysis consistent with CEQA and NEPA. Jennifer's career has focused on a wide variety of projects, including specific plan and general plan analyses; transportation infrastructure; public works assignments related to water resources; and various utility infrastructure projects. She has also prepared environmental documentation and supplemental information to meet specific agency requirements, including those for the following agencies: Caltrans; State Water Resources Control Board; U.S. Bureau of Reclamation; U.S. Environmental Protection Agency; USACE; USFWS; CDFW; various local planning and development departments; and private developers. Through her project work, Jennifer has developed strong working relationships with agency personnel, County and City staff, private developers, and a variety of specialty consultants.

Experience

Glendale-Hyperion Viaduct – Los Angeles, CA: Environmental Project Manager for preparing the Initial Study Checklist and managing environmental technical studies for this project to provide bicycle, pedestrian, and intersection turning lane improvements on Hyperion Avenue and Glendale Boulevard. Jennifer oversaw preparation of a Categorical Exemption Memorandum with a full Initial Study Checklist for the project and managing development of environmental technical studies.

SR-1 (Lincoln Boulevard) Multimodal Improvements Project EIR/EA – Los Angeles, CA: Environmental Principal for the preparation of the Environmental Impact Report/Environmental Assessment and supporting technical studies for this project. The project includes the widening of Lincoln Boulevard from Fiji Way to Jefferson Boulevard to provide capacity for future light rail transit, with three vehicle lanes in each direction, Class II bicycle lanes, and sidewalks on both sides of the bridge. The project includes replacement of the Lincoln Boulevard Bridge over Ballona Creek, and replacement of the Culver Boulevard overpass while minimizing impacts to the creek and wetlands.

Brookhurst Street Improvements Project Environmental Documentation – Anaheim, CA: Project Manager for this project, which included separate documents prepared pursuant to CEQA and NEPA. Because federal funds will be used for construction, Caltrans is serving as the federal lead agency

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and the project will be processed using the Caltrans Local Assistance Manual procedures. The project proposes widening a 0.4-mile-long segment of Brookhurst Street (i.e., from 4 lanes to 6 lanes) between Interstate 5 and State Route 91 in the City of Anaheim. The project will provide an additional travel lane, bikeways, sidewalks, and landscaped areas. Jennifer prepared the IS/MND for the project and managed the preparation of an Environmental Assessment and Finding of No Significant Impact and all related and required technical studies for Caltrans review and approval pursuant to NEPA and Caltrans requirements. She served as the primary contact with Caltrans staff throughout the duration of the project.

Katella Avenue/Interstate 5 Undercrossing Improvements Addendum to the Revised Platinum Triangle Expansion Project Final Subsequent Environmental Impact Report – Anaheim, CA: Project Manager for this project, which is located within the Platinum Triangle. The project proposes to widen Katella Avenue at the undercrossing with the Interstate (I) 5 between Anaheim Way and Manchester Avenue and to create a fourth through lane of traffic in each direction of travel, consistent with the Master Plan of Arterial Highways, the City of Anaheim General Plan Circulation Element, and the project as evaluated and approved in the Final Subsequent EIR for the Revised Platinum Triangle Expansion Project. The widening would involve installation of tie-back retaining walls under the I-5 freeway structure and would include modification to existing utilities and landscaping within the project area. The project required Caltrans coordination and approval.

Mt. San Antonio College, Transit Center CEQA and NEPA Documentation – Walnut, CA: Project Manager for preparation of CEQA and NEPA documentation for the development of a 10-bus bay transit center on the Mt. SAC campus. The project involves reconstruction of an existing surface parking lot to accommodate bus bays, electric charging stations, rider shelters, and an Americans with Disabilities Act-compliant elevator. The analysis focused on access and queuing of traffic to accommodate multiple buses accessing the new Transit Center. Through an existing Memorandum of Understanding, Mt. SAC served as the CEQA lead agency in coordination with Foothill Transit, and the Federal Transit Administration served as the NEPA lead agency.

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ALI BASTANI, PHD, PE, GE, F.ASCE

Geotechnical Engineering – GMU Geotechnical, Inc.



REGISTRATION

1999/CA/Geotechnical Engineer/GE2458

1995/CA/Civil Engineer/ C53924

EDUCATION

2003/PhD/Civil & Environmental Engineering/ University of California, Davis

EXPERIENCE

With GMU Geotechnical, Inc. for 11 years

Dr. Bastani, an adjunct faculty member at Cal Poly Pomona, has more than 25 years of diversified experience in geotechnical, earthquake, and environmental engineering. His experience covers all aspects of the consulting engineer's profession including a comprehensive knowledge and applied use of conceptual, physical, and numerical modeling for geotechnical and environmental engineering solutions.

Dr. Bastani's professional experience entails performance, management, and providing practical solutions for a variety of projects including: (1) Geotechnical investigation and monitoring for foundation design of bridges, water reservoirs, pipelines, power plants, commercial and industrial facilities, and landfills; (2) Seismic ground motion studies, site response analysis, liquefaction analysis, determination of seismic induced deformations, and seismic retrofit evaluations; (3) Deep-seated and shallow landslide investigation, analysis, and mitigation; (4) Design of shoring and stabilization systems including tie back and soil nail retaining structures (5) Groundwater flow and contaminant transport evaluation and modeling; and (6) Seismic hazard evaluation, probabilistic and deterministic, for various seismic zones around the United States and abroad.

Experience

Rancho Mission Viejo, Tesoro (2) Reservoirs, Pipelines & Access Road – Orange County, CA: Geotechnical Engineer of Record during design and construction of a 3 MG and a 2 MG reservoir(s) for providing potable and recycled water to Planning Area 2 of Rancho Mission Viejo. This project also included 1.4 miles of potable and recycled transmission mains and 0.8 miles of access roads along the eastern side and southern terminus of Chiquita Canyon in Rancho Mission Viejo.

Santa Margarita Water District, Trampas Canyon Dam and Reservoir – Orange County, CA: Geotechnical Quality Assurance during construction of the 5,000-acre-feet recycled water reservoir that included construction of three earth fill embankment dams, a spillway, inlet/outlet works, pump station, and other appurtenant structures.

Irvine Ranch Water District, Syphon Dam and Reservoir – Orange County, CA: Geological study, geotechnical evaluation and analyses of reservoir slopes, and overall grading logistic study for the proposed 5,000-acre-feet recycled water reservoir which will replace the existing dam.

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ALI BASTANI, PHD, PE, GE, F.ASCE (continued)

City of Buena Park, Fullerton Creek Channel Improvement – Orange County, CA: Project Manager in charge of providing geotechnical design recommendations for groundwater monitoring and design recommendations for the proposed channel modifications between Western Avenue (STA 105+80) and Dale Street (STA 167+00). Our investigations included four groundwater monitoring wells, seven dynamic cone penetration tests, eight borings, and fifteen cone penetration tests. Our field investigations were coordinated with the city of Buena Park, County of Orange, and property owners adjacent the channel. The analyses included soil nail wall designs for three overcrossings and finite difference numerical modeling for evaluation of the construction induced deformations during shoring installation, excavation, installation of the concrete channel, and release of restrains.

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ROGER W. SCHLIERKAMP, MSC, PE

Pavement Engineering – GMU Geotechnical, Inc.



REGISTRATION

2013/CA/Civil Engineer/ C81529

EDUCATION

2011/MS/Civil Engineering/ University of Nevada, Reno

EXPERIENCE

With GMU Geotechnical, Inc. for 10 years

Roger Schlierkamp leads GMU's comprehensive range of pavement engineering services, including pavement evaluations/designs, PS&E development, construction management, observation-and-testing, mix design development, and pavement management planning. His full-circle knowledge allows him to develop innovative, practical, and cost-effective solutions for a complete range of pavement challenges.

He shares his experience and knowledge in both workshop and classroom settings, having previously served as an instructor for "Construction Materials and Testing" at Santiago Canyon College. Additionally, his active role in the Greenbook Committee underscores his influence in shaping pavement construction specifications embraced by numerous agencies and projects across Southern California.

Roger possesses over 14 years of experience in the field of pavement engineering and is a California licensed civil engineer.

Experience

City of San Juan Capistrano, Camino Capistrano – Orange County, CA: Pavement design engineer performing and overseeing the pavement evaluation of various segments of Camino Capistrano, including corings, ground-penetrating radar (GPR) testing to identify approximate limits of buried underlying PCC, laboratory testing, and analysis. Roger also oversaw the project during construction, managing construction materials observation and testing.

City of Huntington Beach, Heil Ave., and Bolsa Ave. Pavement Evaluation Projects – Orange County, CA: Pavement design engineer overseeing the evaluation of 4 major arterial segments located throughout the city of Huntington Beach, including pavement surface condition assessment, corings, falling weight deflectometer testing, laboratory testing, analysis, and development of pavement rehabilitation recommendations.

City of Irvine, Irvine Center Dr., Trabuco Rd., Irvine Blvd., Walnut Ave., MacArthur Blvd., and Sand Canyon Pavement Evaluation Projects – Orange County, CA: Pavement design engineer overseeing the evaluation of 6 major arterial segments located throughout the city of Irvine, including pavement surface condition assessment, corings, falling weight deflectometer testing, laboratory testing, analysis, and development of pavement rehabilitation recommendations.

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ROGER W. SCHLIERKAMP, MSC, PE (continued)

City of Anaheim, Harbor Blvd., Frontera St., and Nohl Ranch Road Ave. Pavement Evaluation Projects – Orange County, CA: Pavement design engineer overseeing the evaluation of 3 arterial segments located throughout the City of Anaheim, including pavement surface condition assessment, corings, falling weight deflectometer testing, laboratory testing, analysis, and development of pavement rehabilitation recommendations.

City of Lake Forest, Glen Ranch Road Pavement Evaluation – Orange County, CA: Pavement evaluation and design, including deflection testing analysis, coring, lab testing of Glenn Ranch Road arterial street.

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9 Disciplinary Actions

There are no disciplinary actions against all licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors).

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10 Legal Exceptions

We respectfully ask the City for the following changes to the Consultant Agreement. Additions are in blue and redactions are striked in ~~orange~~. We are confident and open to discussing this request with the City and can come to an amenable outcome for this contract.

6. PERSONNEL. City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its reasonable~~sole~~ discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be voluntarily replaced without the prior written consent of City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, ~~return receipt requested,~~ is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include ~~contractual~~ liability that would exist in the absence of a contract. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds (excluding Workers' Comensation and Professional Liability Insurance): "The City Gardena and its elected and appointed boards,

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officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not ~~terminate, be suspended, or voided, nor shall it~~ be cancelled, ~~nor the coverage or limits reduced,~~ until thirty (30) days after written notice is given to City, ten (10) days for cancellation due to nonpayment of premium."

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies (with redaction of confidential / proprietary information if necessary) to City within three (3) days of any such request by City.

13. INDEMNIFICATION. Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the negligent, reckless, or intentionally wrongful performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the negligent, reckless, or intentionally wrongful work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the ~~sole~~active negligence or willful misconduct of the

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City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

19. CONFIDENTIALITY CLAUSE. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in ~~strictest~~ confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement~~, the terms of which have been previously approved by City~~. Consultant agrees to implement reasonable physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

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PSOMAS

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Los Angeles, CA 90017

213.223.1400

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General Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture and Landscape Architecture, Geotechnical Engineering/Geology and Material Testing, and Staff Augmentation On Call Professional Services

CITY OF GARDENA



Statement of Qualifications | 06.13.24

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PSOMAS

Balancing the Natural and Built Environment

June 13, 2024

Kevin Kwak
Assistant Public Works Director
City of Gardena Public Works Department
1717 West 162nd Street
Gardena, CA 90247

Subject: General Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture and Landscape Architecture, Geotechnical Engineering/Geology and Material Testing, and Staff Augmentation On-Call Professional Services

Dear Mr. Kwak:

We look forward to partnering with the City of Gardena (City) to provide responsive and reliable technical services to support the Gardena community with the timely delivery of the City's Public Works Capital Improvement Program and General Engineering. The City will need an on-call consultant who understands the City and your stakeholders, as well as the high-quality work required to deliver fiscally responsible projects to the taxpayers. With our long history of supporting public works agencies in Southern California, the Psomas team embodies these qualifications and more, and has proven we can be trusted to deliver projects that exceed expectations. Psomas is pleased to present this statement of qualifications to provide the following service to the City:

Construction Management and Inspection

From our experience with numerous municipal and utility on-call contracts, as well as the Psomas leadership of our Project Manager Misha Troyan, PE, QSD, and our Principal-In-Charge Brett Barnett, PE, CCM, QSD, we have learned the most important attributes a consultant can offer a City are responsiveness, flexibility, and understanding of technical issues as well as the community.

As an on-call consultant, we will act as an extension of your staff; thus, it is important to be good stewards of tax dollars and to be sensitive to community concerns. When you select the Psomas team, you can expect the following benefits:

- **Responsiveness:** Being responsive to an on-call task order request is a natural thing to Psomas. As a firm, we have more than 50 on-call public agency contracts, including those with the cities of Rialto, Riverside, Moreno Valley, Anaheim, Irvine, Long Beach, and Los Angeles, as well as the counties of Riverside, Orange, and Los Angeles. One of the keys to successfully managing on-call contracts is the commitment of the team's leadership to responsiveness and meeting the City's response time for task orders. This on-call will be managed from our Santa Ana office. We know that being responsive and delivering on promises is at the core of on-call contract management, as well as the basis of practical good service.
- **Flexibility:** Demonstrating flexibility means being able to expand and contract to the needs of the City on short notice. This can be difficult for many firms given they may not

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have the resources to deliver these types of services, but not for Psomas. Many of the staff listed in this statement of qualifications have demonstrated their flexibility to City staff in the past and are committed to continuing to provide the level of service.

- **Understanding the Gardena Community:** As a vibrant, cultural city, Gardena continues to lead the way in community transformation and infrastructure investment. We understand the City's goals for delivering projects on time and within budget and believe that Psomas is the right firm to deliver innovative, timely, and cost-effective solutions to enhance the community and quality of life of your residents, business owners, and tourist.

As a Vice President and Principal of Psomas, I, Brett Barnett, am authorized by Psomas to contractually obligate the firm. Psomas is committed and able to serve the City for the Scope of Services for the contract term and our statement of qualifications is a firm offer for 90 days from the date of submittal, June 13, 2024. I have reviewed and understand the Request for Qualifications (RFQ) and the Sample Agreement and am willing to enter into the contract with the City. I will serve as the primary point of contact throughout the proposal review process and can be contacted by phone at 714.481.7933, or by email at brett.barnett@psomas.com, should you have any questions. We acknowledge and confirm receipt of Addendum No. 1 issued on June 4, 2024. Psomas is able to comply with the insurance coverage required by the City.

Psomas is excited about the opportunity to serve the City of Gardena and provide you with professional services that exceed your expectations. Thank you in advance for your consideration of the Psomas team. I look forward to your favorable review of this statement of qualifications.

Sincerely,

PSOMAS



Brett Barnett, PE, CCM, QSD
Vice President / Principal

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2 Firm Qualifications and Experience



Firm's Background and Experience

Dedicated to balancing the natural and built environment, Psomas provides sustainably engineered solutions to public and private sector clients. As a full-service consulting firm, we help our clients create value by planning, designing, and delivering complex projects.

Markets served include transportation, water, land development, and energy with the following services offered:

- Construction management and inspection
- Civil engineering
- Survey and geospatial services including use of drones, 3D laser scanning and subsurface utility locating
- Site development engineering
- Transportation and traffic engineering
- Structural engineering
- Water and wastewater engineering
- Environmental planning and resource management
- Land planning and urban design
- Land use entitlements
- GIS consulting

Psomas is a recognized leader and longtime proponent of environmental, social, and economic sustainability and brings a truly holistic approach to our practice and our projects. A founding member of the Institute for Sustainable Infrastructure (ISI), Psomas is committed to promoting a progressive standard of sustainability in both design and through company policy. We currently have over 100 staff who are ENV SPs (Envision Sustainability Professionals through ISI) and/or LEED APs.

The cornerstone of our business approach is to first focus on our clients' long-term needs and then direct our strategic growth accordingly. Our core strength is our multi-disciplined teams of experts—top-notch staff who produce award-winning projects for our clients through innovation, creativity, and cutting-edge technical expertise.

Founded in 1946, Psomas provides services from offices throughout California, Arizona, Utah, and Washington.

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Construction Management and Inspection Firm Strengths

Psomas provides "third party" or "agency" construction management and inspection services and will serve as your advocates, as well as commit to acting responsibly with public funds. Th rough our staff and utilization of web-based software, we can provide you with a full range of contract administration, quality control inspection, cost and schedule control, document management, change order negotiation, and dispute resolution services. We know what it takes to deliver a successful project.

Some areas where Psomas can add value to the City's team during construction include biddability and constructability reviews, where we have been able to save clients an average of $20 for every dollar spent on these reviews. We can also assist in the selection and management of consultants. We formulate and manage master schedules and prepare cash flow projections.

We review design documents for value engineering opportunities and to confirm that designs focus on efficient and effective project delivery. We have the expertise to assist our clients in the planning, funding, designing, building and commissioning of projects including the following:

- Construction Management
- Structures Representative
- Inspection
- SWPPP Compliance
- Labor Compliance
- Contract Administration
- Scheduling
- Cost Control
- Claims Avoidance and Resolution
- Training

Psomas has been providing professional A/E services to public agencies in Southern California for more than 78 years. Our Project Manager, Misha Troyan, PE, QSD, will be responsible for overall project management and task order management responsibilities for this contract. It is important to have ample resources, but it is also critical that the City works with a team who understands how to truly manage public agency projects.

The Psomas team includes many members who have not only provided the exact services you are looking for, but who have also served as Capital Project Managers for local municipalities. Because these individuals have been "in your shoes," they understand the pressures and demands placed on public employees to deliver projects that represent fiscal responsibility and community commitment.

Psomas recognizes the success of a project depends heavily on staff capabilities, effective project management, and communication. We can confirm that every project is allocated the necessary talent and physical resources. The management and coordination of our consultant team is a hallmark of Psomas.



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Misha Troyan has demonstrated his dedication and commitment to delivering professional services for over 20 years. As a public works professional, Misha understands the challenges and constraints associated with delivering public projects.

Our ability to select a first-class team of subconsultants is one of the keys to our continued success in delivering award-winning projects throughout California. When you select the Psomas team, the City will receive the following benefits:

- **Misha Troyan, PE, QSD:** A highly qualified Project Manager with direct experience with a variety of local Southern California municipalities who is 100% committed to the success of this contract.
- **Large, Locally Based Team:** The Psomas team has a deep bench of qualified personnel who live and have worked for years within Southern California.
- **Cohesive Culture:** Psomas and our team of subconsultants have been working together for years and our collective goal is to provide the staffing required to meet YOUR goals.
- **Consistency:** Our established history of training staff in accordance with local policies and procedures, and keeping current with manual or specification updates, delivers consistent compliance from all team members.

Beyond all else, we understand our role with the City. We know your mission is to provide safe, sustainable successful capital improvement projects such as street improvements, bike trails, and parks, among others, while improving the environment and supporting a vibrant economy for the City. Lastly, we are committed to the City's values of integrity, commitment, teamwork, and innovation. We understand that every person we assign to a task order has a direct reflection on the City's public image. As we assign staff, it will be clearly understood by each person that these expectations of adherence to your mission, vision, goals, and values must be met.

Problems and Solutions

The Psomas proactive approach serves to anticipate and expeditiously resolve field problems. Our team is well trained in problem solving. All issues are processed with a sense of urgency and presented to the City with suggested alternatives, cost and schedule impacts, and recommended solutions. The CM team will quickly implement the alternative, which suits the best interests of the project and the City.

Management of On-Call Construction Management and Inspection Services

We take our responsibility as a prime consultant seriously and want to make sure we are responsive to as many task orders (TO) as possible. We also know how important it is to the City that firms submit on the released task orders so the City has an opportunity to review the qualifications of not just one team. This is why, over the last four years, we have implemented

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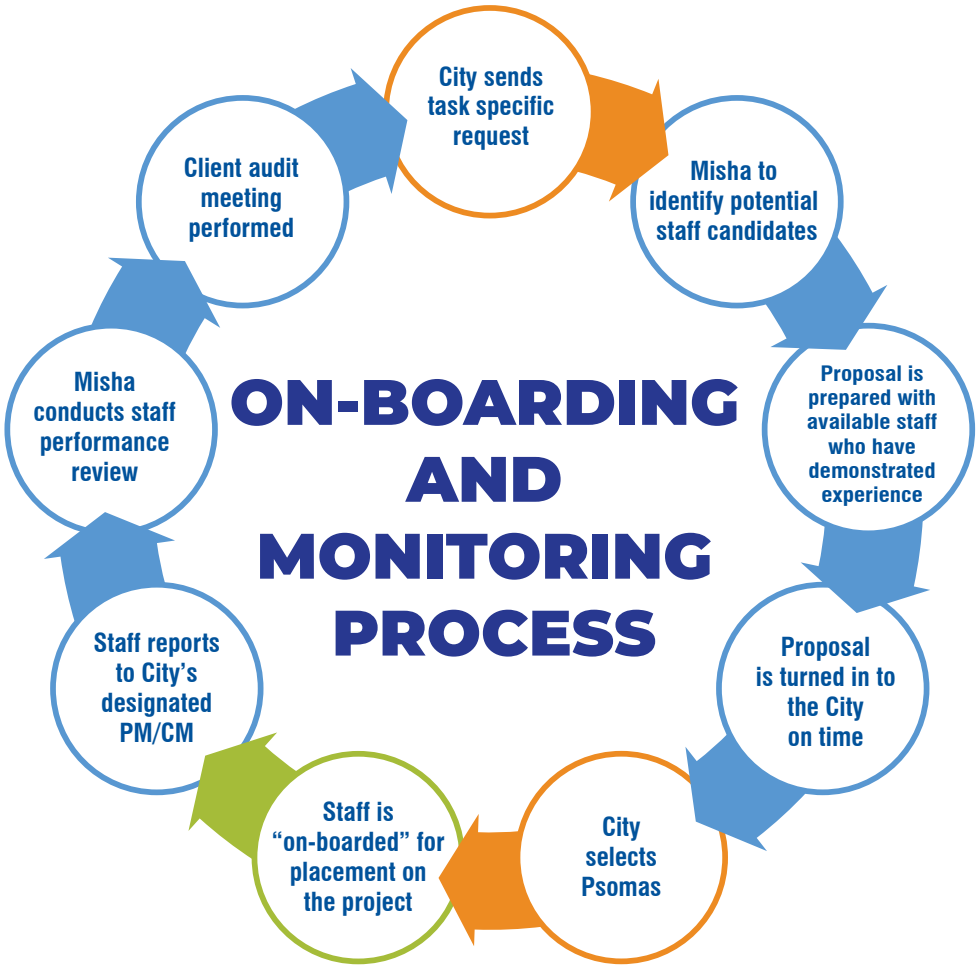
a new system at Psomas to better respond to TOs, as well as notify our subconsultants of the opportunities.

Psomas' Contract Manager, Misha Troyan, will establish internal communication plans for their respective categories in this contract by which regular contact is made with the City to learn about upcoming needs. These plans are also very important to reach out to potential subconsultants since we share this information with them so they, too, can actively participate in scoping and staffing projects.

Once a team has been assigned to your project, the City will have full access to the team. Psomas understands our role may be to augment staff or to run a project in its entirety. The diagram below illustrates the task order response and staff on-boarding process Psomas utilizes for on-call contracts.



Construction Management Approach

In order to assist the City in efficiently managing and achieving your CIP goals, as well as deliver timely services to your residents, Psomas has provided the City with the following Construction Management services matrix that lists the services Psomas can provide to the City. Once a specific

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project has been identified, this matrix can be tailored to meet the needs of the project.

Element	Purpose	Advantage	Deliverable
Phase 1 - Pre-Construction Services			
Kick-off Meeting	Meeting between City staff, design team, and Psomas team to discuss goals and expectations.	Establishes a positive and effective team relationship.	▸ Agenda ▸ Memorandum of Understanding
Bid Process Assistance	Review bids for conformity to requirements including all bonds, insurance, and legal requirements.	Objective evaluation of bids, minimize bid protests.	▸ Bid tabulation matrix
Contract Approvals and Awards Assistance	Review contracts, prepare staff reports, and recommendations for award.	Provide justification for award of contract.	▸ Staff recommendation report
Communication	Foster improved project team communications through written, verbal and electronic communication. Keep project team well informed. Include City PM and Design Engineer on all correspondence.	Improves project relations. Fewer surprises. Fewer disputes. Enhances problem solving.	▸ Conversations, meetings, correspondence, memos, email
Construction Manager Files (Project Files) Document Control	Implement system for organizing, tracking, filing, and managing all paper and electronic correspondence, including design memos, technical reports, letters, requests for information (RFI), submittals, contracts, reports, progress payments, change orders, etc. Resident Engineer will be single point of contact for all communication with contractor.	Promotes better record-keeping from day one which supports City reimbursement. Improves claim resolution capabilities. Minimizes delays in responses.	▸ Audit-ready project files ▸ Correspondence logs ▸ Suspense lists
CPM Schedule	Prepare CPM schedule highlighting known milestone dates and specified sequence of work. Includes utility relocation, stakeholder commitments, local event impacts, etc. Determine appropriate mitigation strategies, as required.	Identifies potential issues in project progress and allows for monitoring of the contractor's schedule changes.	▸ CPM schedule with narrative ▸ Review suggested improvements with City's PM
Establish Recordkeeping System	Set up office equipment, web-based filing system, computer network (E-mail), communications (field), MIS, telephones, etc. Review and gain approval of CM procedures with City Project Manager.	Field office is located close to the work and the community can have easy access to the team. Roles and responsibilities are established from day one.	▸ Procore project setup ▸ CM Procedures Manual, including approved Construction Management Plan
Pre-Construction Conference	Outline project specifics. Inform contractor of project administration procedures.	Establishes ground rules and responsibilities.	▸ Agenda ▸ Meeting minutes

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Element	Purpose	Advantage	Deliverable
Dispute Resolution Plan	Recommend dispute resolution approach and procedures for reducing the likelihood of disputes and claims, including Alternate Dispute Resolution (ADR) methods, for City approval.	Dispute resolution approaches are established prior to work.	▸ Dispute avoidance recommendations
Phase 2 - Construction Phase Services			
Project Controls	Monitor contractor's CPM schedule monthly. Notify parties of actual or potential deviation from schedule. Work with project team to correct noncompliance with schedule, including Time Impact Analysis, evaluation of change order and weather impacts, and recovery schedules.	Improves project coordination. Fewer delays. Fewer time related disputes.	▸ Schedule reports ▸ Special schedules ▸ Recommendations ▸ Notifications of schedule status ▸ "As-built" schedule
Permit Compliance	Assist contractor in obtaining permits. Review and enforce requirements stipulated in permits issued by regulatory and environmental agencies.	Minimizes or eliminates violations of permit requirements.	▸ Daily inspection reports ▸ Correspondence
RFI and Submittal Management	Develop submittals and RFI distribution lists to manage documentation flow. Actively manage the submittal and RFI process, answering or approving those items within our scope and knowledge, and verifying that RFIs are answered before returning to the contractor.	Improves project communication, reduces possibility of issue escalation, or delays waiting for answers. Submittals are clear and complete upon approval.	▸ RFI issues resolved ▸ Submittals approved quickly ▸ Local Assistance Procedures conformance ▸ Real-time weekly logs of submittals, RFIs, etc., for weekly meeting review
Change Orders	Review potential change orders for contractual and technical merit. Prepare independent cost estimate and schedule analysis of work. Negotiate and prepare change orders for execution by the City. Prepare minor design changes to fit field conditions as needed, coordinate stamped drawing changes with Designer. Keep the City apprised of the impact of cumulative change orders.	Because Psomas was not involved with the design, change orders will reflect fair price for added or deleted work.	▸ Independent cost estimates ▸ Minor designs ▸ Change orders ready for execution ▸ Change order summary reports

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Element	Purpose	Advantage	Deliverable
Progress Payments	Review contractors' payment requests. Use advanced technology (LiDAR) for earthwork verification. Generate monthly pay documents to verify contractor pay items. Prepare payment documentation for execution by the City.	Contractor is paid only for work in place and acceptable. In case of contractor default, funds are available to complete project.	▸ Progress payment request documents suitable for execution by the City
Weekly Construction Progress Meetings and Weekly Statement of Working Days	Conduct weekly meetings to discuss schedule and current and past issues. Review quality, project costs and quality issues.	Maintains official dialogue among team members.	▸ Agenda ▸ Meeting minutes ▸ Schedule ▸ Suspense logs ▸ Weekly statement of working days
Coordination of Construction Activities (Including the Services of Others)	Schedule, coordinate, and monitor survey and geotechnical testing services provided by others as well as adequate inspection availability. Confirm re-tests are completed and filed for funding reimbursement.	Verifies proper materials and installation methods. Confirms services are provided only when needed and verifies work is achieved correctly.	▸ Survey notes/test reports are up to date in project files ▸ Recommendations regarding materials out of compliance ▸ Additional inspector, if needed
Status Reporting on Project Progress	Web-based reporting system providing ongoing status of daily, weekly, monthly, and quarterly reports on project cost, schedule, budget, quality, safety, risk, progress, and community relations.	Summarized reporting allows the City and your CM team to focus on the project while having access to any required information quickly.	▸ Readily accessible reports and information when needed ▸ No surprises
Pre-Construction and Construction Progress Meetings	Conduct pre-construction, construction, and progress meetings. The pre-construction meeting will outline project specifics and inform contractor of project administration procedures. The weekly progress meeting will review progress of the work, schedule, change orders, RFIs, submittals, and outstanding issues. We will prepare minutes of each meeting for distribution to all project parties within three (3) working days.	Establish good communication between the project team. Provide record of the progress of the project.	▸ Agenda ▸ Meeting Minutes
Special Permits	Obtain any special permits, if required, and verify if any costs are to be paid. Team will work with the contractor and permitting agency to successfully deliver the project with no violations.	Team has worked with many of the permitting agencies in the region and has established relationships with the agencies.	▸ Project free of permitting violations
Community Relations	Track all project inquiries on public response log and respond within 24 hours or less. We also have the ability to provide community relations outreach staff for larger projects.	Concerns are addressed as soon as the call comes in and the public and City see the project in a positive light.	▸ Call response log

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Element	Purpose	Advantage	Deliverable
Project File Maintenance	Maintain all project files to confirm funding reimbursement. Record files will be available to City staff at all times. Construction Manager will provide a QA review of file organization on a regular basis to verify compliance with applicable requirements.	Project records are available 24/7 and will always be ready for review/audit.	▸ Audit ready project files
Issues Management	Analyze issue, seek appropriate advice, and recommend proactive measures for resolution or redesign parameters as required. Monitor issue status monthly. Preparation of potential claim review packages for City final review within 3 to 10 days, depending upon project demands.	Provides solutions to actual conditions found in field. Minimizes delays. Because Psomas is not the designer, there is no conflict of interest.	▸ Design clarifications ▸ Contract change orders ▸ Monthly issue status report
RFI Management	Review, process and coordinate a response to the contractor's RFIs, shop drawings, samples and other submittals to determine the anticipated effect on compliance with the project requirements, budget, and schedule. Working with the designer, Psomas' CM will review the RFI for interpretation, shop drawing, sample, or other submittal and include our recommendations to the designer. Comments shall not relate to design considerations, but rather to matters of constructibility, cost, sequencing, scheduling and time of construction, and clarity, consistency, and coordination in documentation.	Single point of contact to coordinate RFIs means a more efficient process. Psomas' CM will also make recommendations based on experience to save the City money on design revisions.	▸ Web-based document control system with RFI logs
Dispute Mitigation	Make recommendations and implement procedures for reducing the likelihood of disputes and claims. Make recommendations regarding Alternate Dispute Resolution (ADR) methods. Assist in the resolution of disputes.	Disputes are avoided or resolved quickly.	▸ Dispute avoidance procedures and recommendations
Labor Compliance	Monitor contractor's efforts in relation to all Equal Employment Opportunity and labor compliance requirements. Investigate all complaints regarding non-compliance.	Almost 100% of Psomas' projects require some form of Labor Compliance and this item is built into our web-based document control system to deliver project reimbursement.	▸ Pre-job conference minutes ▸ Reports from employee interviews ▸ Report on findings from complaints regarding non-compliance

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Element	Purpose	Advantage	Deliverable
Cost Monitoring	Analyze biddability/ constructability elements throughout the project to evaluate the potential for Cost Reduction Incentive Proposals. Cooperate with contractor, City, and other parties to move forward with City-approved changes.	Reduces the project cost, and may affect the project schedule as well as public impacts.	▸ Cost Reduction Incentive Recommendations for City review
Site Safety	Review and monitor contractor's safety program and Injury and Illness Prevention Program for compliance with Cal/ OSHA and state law. Notify contractor if unsafe condition is observed. Notify the City if contractor refuses to rectify unsafe condition. Investigate accidents.	Jobsite is safer. Avoids litigation.	▸ Accident reports ▸ Monthly report element
Utility Coordination	We will contact each utility and City department regarding its facilities and identify potential conflicts. Recommend contractor be required to pothole for utilities prior to excavation of any type and be required to use ground penetrating radar.	Minimize the possibilities of project delays due to utility redesign.	▸ Pothole log ▸ Utility contact log
Reimbursement for Project	Coordinate and consult with funding agencies, developing reimbursement requests, invoices, and reports for regular use.	Minimize City expense for project and deliver a project that is fully reimbursed.	▸ Regular reimbursement request for City signature
Phase 3 - Post-Construction Phase Services			
As-Built Drawings	Collate, review, and transmit contractor's data to design engineers. Verify complete as-built documentation, and transmit to City per applicable requirements.	Changes are incorporated into record drawings.	▸ Data for record drawings ▸ Final records to the City
Final Walk-through/Punchlist	Make final inspections. Prepare punch list. Verify that required certificates of compliance, O&M manuals and as-built drawings have been delivered.	Project is completed according to contract documents. All paperwork required of contractor is delivered.	▸ Punchlist
Final Payment	Process proposed final estimate and final payment to contractor. Obtain all releases and warranty bonds. File notice of completion. Prepare final report. Deliver project records to City.	Paperwork is completed. Audit trail is completed. Project receives all reimbursable funds.	▸ Final progress payment ▸ Notice of Completion ▸ Final report ▸ Complete project records
Claims Resolution (If Required)	Resolve any remaining claims or disputes. Provide support in negotiating claims. Provide litigation support. Be an expert witness.	Because Psomas is not the designer, disputes and claims are resolved equitably with no conflict of interest issues.	▸ Negotiation and litigation support- Expert witness

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QA/QC, Budget, and Schedule Control

Quality Assurance reflects Psomas' dedication to excellence for all documents and deliverables in every aspect of our work. We implement a comprehensive review process to uphold the highest standards, aiming for deliverables that are free from errors.

PROJECT CONTROLS

Cost Management

Psomas values efficiency in time utilization and cost management. We are conscientious about manpower and tracking utilization and forecasting workload so we can adjust our workforce to coincide with project requirements. Psomas' Project Manager, Misha Troyan, will staff your projects with the right team at the right level to deliver a project in a timely manner so that the budget is managed efficiently and not wasted. We will review staffing on a bi-weekly basis for all our projects, as well as cost-to-complete on a monthly basis to verify our projects are within budget.

Schedule Management

As trusted stewards of tax dollars, we understand the importance you place on meeting project deadlines. We utilize industry standard scheduling software including Primavera and Microsoft Project to develop a schedule for projects, generating a variety of reports, including milestone reports, subcontractor detail, critical path analysis, cost/resource loaded schedules, cash flow projections, logic diagrams, and short interval schedules (three-week look-ahead schedule) for upcoming work.

Time control reporting monitors the progress of all activities against the master schedule, including design reviews, the permit process, and the various tasks associated with construction services. This information is tracked on a regular basis to measure progress, and to verify proper planning and prevention of potential problems and conflicts.

We have included Capo Projects Group (Capo) on our team to provide scheduling services. Capo's carefully crafted team of subject matter experts brings hands on knowledge and decades of combined experience to the team and allows us to quickly navigate and help resolve issues between owners and contractors. The Capo Team can provide as-needed, scalable services, and can quickly and efficiently support our clients on-site and remotely throughout Southern California. Capo's fundamental objective is to assist their clients by increasing efficiencies and profitability through improved planning, controls, and management. Capo provides scalable, multi-disciplinary resources with backgrounds in civil and heavy civil construction, to transportation and infrastructure projects across Southern California.

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Document Management

Proper management of project related documents during both the design and construction phase is a critical step in making sure the project stays on schedule and within budget. We will implement a web-based system (Procore) for organizing, tracking, filing, and managing paper and electronic correspondence, including letters, Requests for Information (RFIs), submittals, contracts, reports, O&M manuals, progress payments, and change orders. This type of system promotes better record-keeping; improves issue resolution capabilities; fosters improved team communications through written, verbal and electronic communication; and enhances problem solving. We are also adept at utilizing any existing software the County has in place for this purpose.

A Quality Assurance plan is a key element in managing our construction projects. Our focus is to deliver each project on schedule and under budget, with the level of quality defined in the contract documents. The foundation of our Quality Assurance efforts is the Psomas Construction Management and Procedures manual. This document informs the planning, development, and implementation of our Quality Assurance Plan for the construction projects we manage. We establish a system of audits, construction oversight and surveillance, quarterly document reviews, and regular independent assurance activities, including tests and survey checks, to provide a complete picture of the quality of the project and effectiveness of the contractor's quality control program. We are your advocate in every respect and carefully watch over every dollar.

Meticulous coordination by our construction management team will deliver minimum change order rates and as-scheduled delivery of each project. Although appropriate quality control processes and procedures may be implemented by the contractor, there is still a need to supplement this effort with quality assurance practices. Our team has the capability to observe, sample, and test the material at a frequency that will provide a higher level of confidence that the minimum quality standards defined in the contract documents have been met.

Subconsultants

CAPO PROJECTS GROUP, LLC (SBE) SCHEDULING/ESTIMATING

Capo Projects Group (Capo) provides industry-leading Project Controls Services, including CPM scheduling, construction delay claims, time impact analysis, cost estimating, change order review & management, and constructability review. Capo provides these services to the engineering and construction industry throughout Southern California from their corporate office in San Clemente and satellite offices in Los Angeles and San Diego.

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Capo was established in 2013 and has a professional consulting staff of over 20 employees at present. They have a strong reputation with their clients across Southern California and are known for their highly skilled staff and excellent work products. Capo is a California Limited Liability Company and files as an LLC Partnership.

CASAMAR GROUP
Project, Resource & Compliance Management

CASAMAR GROUP, LLC (DBE)
LABOR COMPLIANCE

Casamar Group, LLC (Casamar), a certified D/S/MBE, DVBE and SDVOSB firm, was established in 2007 to provide assistance to public/government agencies, the engineering/architecture (A/E), construction (D-B) and project/construction management (PM/CM) communities with comprehensive contract and project management/administration, compliance and resource management support services including, but not limited to:

- PLA/Contract Labor Compliance
- PM/CM Support Services
- Stormwater (QSP) Compliance
- Community/Public/Stakeholder, Business & Workforce Outreach Compliance

The firm's Contract Labor Compliance experience is up to date with the significant recent changes brought on by the current State government. Casamar currently employs 19 staff members. Casamar staff has extensive experience in Contract Labor Compliance monitoring and enforcement, having worked closely with the Department of Industrial Relations (DIR) relative to DIR-approved Labor Compliance Programs (LCP's) as well as the contracting and labor communities on California public works infrastructure projects. Casamar has provided these services on other projects with the Psomas team.

Familiarity of Regional Grants/Competitive Funds

The Psomas Team has significant experience and knowledge in public transportation capital projects. We are very excited to continue our excellent relationship with the City and are very capable to provide professional services for construction management and inspection services. Psomas understands that the projects will be funded in whole or in part by the Federal, State, and local monies, including funds administered by the South Bay Cities Council of Governments and LA Metro. Psomas is experienced providing services for projects funded by the various funding sources and will fully cooperate with the City to confirm full conformance with its funding agreements and will comply with all the terms and conditions prescribed for grant recipients.

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Managing projects with transportation grants or competitive funds involves several key steps to verify efficient use of resources, compliance with regulations, and achievement of project goals. The following is an overview of the steps we would take when managing projects funded with grants or competitive funds:

1. **Preparation and Planning:**
    a. Understand the terms and conditions of the grant or fund, including eligibility criteria, allowable expenses, reporting requirements, and compliance obligations.
    b. Establish clear project objectives, scope, deliverables, timelines, and budget allocations.
    c. Identify project stakeholders, including funding agencies, partners, contractors, and community representatives.
    d. Outline roles and responsibilities, communication protocols, risk management strategies, and quality assurance measures.
2. **Grant Application and Approval:**
    a. Prepare a compelling grant application that clearly articulates the project's goals, methodologies, expected outcomes, and impact.
    b. Confirm alignment between the project proposal and the priorities of the funding agency or grant program.
    c. Work with the City to submit the application within the specified deadline, adhering to all formatting and submission requirements.
    d. Respond promptly to any requests for additional information or clarifications from the funding agency.
    e. Await approval notification and review any conditions or modifications imposed by the funding agency.
3. **Contracting and Procurement:**
    a. Assisting the City, the Psomas Team can negotiate contracts with consultants, vendors, or service providers as needed for project implementation.
    b. Verify all contracting processes adhere to applicable regulations and procurement guidelines.
    c. Clearly define deliverables, milestones, payment schedules, and performance expectations in contracts.
    d. Obtain necessary approvals and signatures from authorized personnel before finalizing contracts.

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4. **Project Execution:**

    a. Implement project activities according to the approved project plan, adhering to established timelines and budgets.

    b. Monitor project progress regularly, tracking key performance indicators, milestones, and expenditures using Procore.

    c. Address issues or challenges promptly, adjusting plans as needed to mitigate risks and maintain project momentum.

    d. Coordinate with the project team, subcontractors, and stakeholders to verify effective collaboration and communication.

    e. Document project activities, decisions, and outcomes systematically for reporting and evaluation purposes.

5. **Financial Management:**

    a. Establish robust financial controls to track project expenditures, maintain budgetary discipline, and prevent overspending. This could include a PowerBi model.

    b. Monitor cash flow, budget variances, and grant compliance to confirm fiscal accountability.

    c. Prepare and submit accurate financial reports, invoices, and reimbursement requests to the funding agency according to prescribed timelines.

    d. Address any audit or review requirements stipulated by the funding agency, providing necessary documentation and support as needed.

6. **Compliance and Reporting:**

    a. Maintain compliance with all regulatory requirements, contractual obligations, and reporting deadlines associated with the grant or fund.

    b. Prepare periodic progress reports, performance evaluations, and other documentation as specified by the funding agency.

    c. Confirm transparency and accountability in all project-related transactions and communications.

    d. Address any audit findings, compliance issues, or corrective actions identified during project implementation promptly and effectively.

7. **Evaluation and Impact Assessment:**

    a. Conduct regular evaluations of project activities, outputs, and outcomes to assess progress toward project goals and objectives. This could be a standing agenda item at monthly meetings.

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b. Solicit feedback from stakeholders, beneficiaries, and project participants to gauge satisfaction and identify areas for improvement.

c. Use evaluation findings to make informed decisions, refine project strategies, and enhance project effectiveness.

d. Document lessons learned and best practices for future reference and knowledge sharing.

8. **Closure and Transition:**

a. Complete all project activities and deliverables according to the project plan and contractual agreements.

b. Prepare final reports, summaries, and documentation for submission to the funding agency.

c. Conduct a formal project closeout process, including financial reconciliation, asset disposition, and contract closure.

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3 Key Personnel and Experience

Brett Barnett, PE, CCM, QSD

Principal-in-Charge – Psomas



- City of Beverly Hills, As-Needed Engineering Services for the Implementation of the LACMTA Purple Line Extension - Segment 2 - PM
- I-405 Widening Design and Construction Support Services
- City of Los Angeles, Department of Public Works, Bureau of Engineering, On-Call Bridge Design Services

Education

1986/BS/Civil Engineering/California State Polytechnic University, Pomona

Registration

1989/CA/Professional Engineer/Civil/45482

Brett Barnett has 38 years of experience in construction management and design, specializing in transportation and bridge projects in Southern California. He has managed over $6 billion in construction, including roadways, bridges, airport facilities, and port facilities, while overseeing more than 186 bridges and multiple freeway interchanges. Brett has extensive expertise in contract management, scheduling, field engineering supervision, and Caltrans construction methods.

Misha Troyan, PE, QSD

Project Manager/Task Order Manager – Psomas



- City of Encinitas, As Needed Engineering, Construction Management, and Inspection Services
- SANDAG, On-Call Professional and Technical Construction Management Services
- SDCWA, As-Needed Construction Management Services

Education

1999/BS/Civil Engineering and Environmental Engineering/University of California, Berkley

Registration

2004/CA/Professional Engineer/Civil/66019

Misha is a Senior Project Manager at Psomas with 24 years of experience. He is responsible for the procurement and execution of project/construction management professional services contracts in the San Diego region within the water/wastewater, transportation, infrastructure, and public works markets. Misha is experienced in public works construction management, organizational management, and contract administration for various project delivery methods including CM/GC, design-build, and design-bid-build.

Michael Lau, PE

Construction Manager - Psomas



- Bayshore Concession Lift Project
- Wrigley Greenbelt ADA Improvements
- El Dorado Duck Pond Restoration
- Convention Center Promenade Repairs
- Burnett Library Energy Upgrade Project

Education

2010/BS/Civil Engineering/University of California, Los Angeles

Registration

2013/CA/Professional Engineer/Civil/82056

Michael Lau is a licensed Professional Engineer with 15 years of experience in the construction industry. Michael brings a strong track record of delivering successful projects and is skilled in project management, contract negotiations, and quality assurance. His keen eye for identifying and mitigating potential risks is appreciated by clients and coworkers. Michael is a natural leader, able to effectively communicate with stakeholders at all levels and motivate teams to deliver high-quality work on time and within budget.

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Marvin Mai, PE

Construction Manager - Psomas



- City of Long Beach, Various On-Call Public Works CM and Inspection Services
- Jr. Lifeguard Station Project
- As-Needed Engineering Services for Implementation of the LACMTA Purple Line Extension - Segment 2 - CM
- Long Beach Parks & Recs

Education

2009/BS/Civil Engineering/University of California, Los Angeles

Registration

2014/CA/Professional Engineer/Civil/82614

Marvin Mai has 19 years of design and construction experience in a broad variety of public works projects including verifying compliance for city sidewalks, ADA ramps, paving, storm water installations, and managing traffic control during construction.

Pat Castro, PE, PMP, LEED AP, DBIA

Construction Manager - Psomas



- El Dorado Park Nature Center Improvement Project
- University Park Community Center
- City of Long Beach On-Call Capital Improvement Projects
- Anaheim Street Rehabilitation and Reconstruction Constructability Review

Education

1997/BS/Civil Engineering/University of Baguio, Philippines

Registration

2007/CA/Professional Engineer/Civil/71592

Pat Castro has over 36 years of experience in program management, capital planning, design development, project and construction management, contract administration, and construction inspection. He has held significant roles, including Facilities Construction and Rehabilitation Administrator for the City of Irvine and various positions in the City of Long Beach's Public Works Department, demonstrating his capability to lead and manage complex capital improvement projects. Pat holds four professional credentials, showcasing his expertise in achieving strategic business goals.

Abdul Mohammed Khan, PE, CCM, QSD

Construction Manager - Psomas



- As-Needed Engineering Services for Implementation of the LA Metro Purple Line Extension
- Metrolink Active Transportation Program - Construction Management Services Phase I
- I-405 Widening Design and Construction Support Services

Education

1987/MS/Civil Engineering/University of Illinois, Urbana-Champaign

1979/BS/Civil Engineering/Jawaharlal Nehru Technological University, India

Registration

1992/CA/Professional Engineer/Civil/49264

Abdul Khan has 44 years of experience managing multi-million dollar infrastructure projects for government and private sector clients, including Caltrans. He has a proven track record of delivering major transportation projects on time, on budget, and with high quality, overseeing over $1 billion in construction costs. Abdul excels in team collaboration, project management, and leading large, cross-functional teams.

Kyle Troka, PE, ENV SP

Construction Manager - Psomas



- As-Needed Engineering Services for Implementation of the LA Metro Purple Line Extension
- City of Beverly Hills, As-Needed Engineering Services for the Implementation of the LACMTA Purple Line Extension - Segments 1 and 2 - PM

Education

2011/BS/Civil Engineering/University of Illinois, Urbana-Champaign

Registration

2012/IL/Professional Engineer/062069128

Kyle Troka has 12 years experience as a resident engineer and engineer inspector. His areas of expertise include transportation, municipal, and structural engineering; erosion control and traffic control; and construction observation and administration.

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Ramon Ruelas, PE

Construction Manager - Psomas



- SANDAG Division Director for Various Projects including Mid-Coast Corridor
- SANDAG, Principal Construction Engineer for Various Projects
- SANDAG/Metropolitan Transit Development Board (MTDB) Various Projects

Education

1985/BS/Civil Engineering/San Diego State University, San Diego

Registration

1989/CA/Professional Engineer/Civil/44165

Ramon has over 35 years of experience in project and construction management for complex transportation projects in Southern California. He oversees large construction programs, manages budgets, addresses claims, and collaborates with technical teams, while interfacing with agencies like the FTA, FRA, Caltrans, and CPUC. Previously, Ramon was the Project Director for SANDAG's $2 billion Mid-Coast Corridor Light Rail extension project.

Brian Culligan, CCM, PMP, LEED AP

Construction Manager - Psomas



- City of Long Beach, On-Call Capital Improvement Projects
- JOC PM Review Services
- Pier B Pump Station Project
- Parking Structures Lot 2 Rehabilitation
- Pier Comfort Station Rehabilitation

Education

2004/MBA/Business Administration/California State University, Long Beach

1998/BS/Business Administration/California State University, Long Beach

Brian Culligan has 18 years of experience in construction management, project controls, scheduling and cost engineering for ports, transportation, mining, schools, and master planned community projects. Brian is an exceptionally well-rounded construction manager, with certifications in construction management, project management, scheduling, and sustainability.

David Kelly, PE, DBIA

Construction Manager - Psomas



- City of Huntington Beach, On-Call Professional Project Management Services for Various Capital Improvement Projects
- City of Long Beach, As-Needed Construction Management Services
- City of Huntington Beach, On-Call Project Management and Construction Management Services

Education

2010/BS/Civil Engineering/Virginia Polytechnic Institute and State University, Blacksburg, VA

Registration

2022/CA/Professional Engineer/Civil/93750

David Kelly is a highly analytical Professional Engineer with over 13 years of experience in the field of Civil Engineering. He has an extensive understanding of project and construction management, materials testing and inspection, and geotechnical engineering practices. Throughout his experience in the private and public sectors, David has developed a reputation for spearheading projects that exceed expectations with efficient productivity.

Bill Zein, PE, QSD

Construction Manager - Psomas



- As-Needed Engineering Services for Implementation of the LA Metro Purple Line Extension

Education

1985/MS/Civil Engineering/California State University, Long Beach

1982/BS/Civil Engineering/University of Oklahoma

Registration

1990/CA/Professional Engineer/Civil/46376

Bill is a resourceful problem-solver with over 20 years of experience as a principal civil engineer for the City of Santa Monica, where he managed a wide range of public works projects, including major capital improvements and the Expo master cooperative agreement. He has successfully delivered various public infrastructure projects, handling all types of funding sources and navigating rigorous compliance standards. Bill's expertise allows him to help clients anticipate challenges, manage costs, and stay on schedule, with a deep understanding of the public sector's unique needs.

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Michael Del Cid — Construction Manager - Psomas



- Long Beach Right-of-Way Project Controls Manager
- Bixby Park Bandshell & Park Improvements
- El Dorado Park Sports Fields Complex

Education

2015/MS/Civil Engineering (Structural)/ University of Southern California

2014/BS/Civil Engineering/University of California, Davis

Michael Del Cid has 10 years of experience in construction and project management for public projects in California. His responsibilities have encompassed reviewing contractors' submittals, performing field inspections to verify construction is per contract specifications; and providing support in office administration. Michael is also well versed in the use of web-based document control systems to manage and update all construction management files. Other software skills include ABAQUS, AutoCAD, Mathematica, MATLAB, Microsoft Office, Revit, SAP2000, and SketchUp. Michael is also fluent in Spanish.

Everett Butcher, PE — Construction Manager - Psomas



- City of Gardena, Rosecrans Avenue Arterial Improvement
- City of Gardena, Vermont Avenue Arterial Improvements Project
- City of Hermosa Beach, On-Call Project and Construction Management Services
- Belmont Plaza Beach Center, Structural Evaluation
- City of Long Beach, Demolition of the Existing Belmont Pool Facility

Education

1989/MS/Civil Engineering/University of Illinois, Urbana

1977/BS/Ocean Engineering/Massachusetts Institute of Technology

Registration

2007/CA/General Contractor/A&B/904632

2003/CA/Professional Engineer/Civil/65620

2002/CA/Professional Engineer/ Mechanical/32081

Everett (Butch) Butcher has over 36 years of experience in providing project management services for large civil engineering construction projects. His background includes program and project development and execution for land development, planning, contracting, construction, environmental, public works, transportation, and utilities.

Glenn K. Dea, AIA, ADAC, CASp — Construction Manager - Psomas



- As-Needed Engineering Services for Implementation of the LACMTA Purple Line Extension - Segment 2 - CM
- Independent Licensed Architect ("ILA") Accessibility Evaluation Services
- Upper Amargosa Creek Recharge Project

Education

1988/BArch/Architecture/California Polytechnic State University, San Luis Obispo

Registration

1996/CA/Licensed Architect/C-26299

Glenn Dea is a licensed architect in California and Utah, and an ICC-certified accessibility inspector/plans examiner with experience since 1988. His practice has focused on compliance with federal and state accessibility standards, ADA Transition Plan services, and accessible design for buildings, sites, and pedestrian facilities. Glenn provides technical assistance for accessibility-related lawsuits and complaints, offering expertise to corporate, education, and governmental clients.

Kanna G. Vancheswaran, PE, PMP — Construction Manager - Psomas



- As-Needed Engineering Services for Implementation of the LA Metro Purple Line Extension
- Purple Line Extension-North Portal and Settlement Agreement
- City of Cerritos, City Engineer/Director of Public Works, Water and Power

Education

1989/ME/Civil Engineering/State University of New York, Buffalo

1985/BE/Civil Engineering/Birla Institute of Technology and Science, Pilani, India

Registration

2005/CA/Professional Engineer/Civil/68206

Kanna has 35 years experience managing public works projects working in the public and private sectors. He has managed building and infrastructure projects from small improvements to full scale replacement projects.

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Timothy Allison, PE

Construction Manager - Psomas



- San Diego Metropolitan Transit System, Mid-City Rapid Project
- San Diego Metropolitan Transit System, SuperLoop Rapid Transit Project
- San Diego Metropolitan Transit System, Downtown Rapid Stations Project

Education

1983/BS/Civil Engineering/Syracuse University, Syracuse, NY

Registration

1987/CA/Professional Engineer/Civil/41696

Tim Allison is an experienced Program and Project Manager skilled in overseeing large capital projects and programs for public agencies. He excels in leading teams, coordinating consultants, and managing permits, disputes, and 3rd party plan reviews. Tim is adept in contract management, construction oversight, and building strong stakeholder relationships.

Eugene Higginbotham, ENV SP

Construction Inspector - Psomas



- As-Needed Engineering Services for Implementation of the LA Metro Purple Line Extension
- Santa Monica 2017/2018 Annual Sewer Main Replacement
- 4th Street Enhancement Project
- Third Street Fountain Enhancements

Education

Coursework/University of Utah

Coursework/Construction Management Certification/University of California, Los Angeles

Gene has 33 years of experience managing and inspecting high-profile public works projects in high tourist and public areas. His experience ranges from a variety of projects funded by municipal, LA Metro, state and federal agencies. He has worked on all aspects of corridor upgrades and street realignments, including removal and relocation of utilities, traffic and pedestrian controls, detours, landscape improvements, and surface restoration.

Jason Healy

Construction Inspector - Psomas

- As-Needed Engineering Services for Implementation of the LA Metro Purple Line Extension
- As-Needed Engineering Services for Implementation of the LACMTA Purple Line Extension - Segment 2 - CM
- San Marcos Creek Project

Jason has 21 years of experience in civil construction from laborer and to management. He has a strong body of knowledge and experience that is an asset on the jobsite. He is proficient at team building, site management, and plan reading for pipeline (water, sewer, storm), grading, paving, heavy equipment operations (heavy Highway), pump stations, and transmission mains projects.

Anthony Guzman, QSP, CISSEC

Construction Inspector - Psomas



- As-Needed Engineering Services for Implementation of the LACMTA Purple Line Extension - Segment 2 - CM
- Century Boulevard Mobility Improvements
- Crenshaw Boulevard Rehabilitation
- Burbank Citywide Public Works Inspection

Education

2015/Coursework/Reinforced Concrete/Gary Larson Inspector School

Anthony Guzman has over 18 years of experience in construction management, including managing crews and communicating with inspectors and Caltrans officials. As an Underground Structure Foreman, he handled ordering materials, maintaining inventory, and overseeing tasks like reinforced concrete and HDPE pipe installation, sewer line installation, and pressure testing. Anthony confirmed all work met OSHA standards and complied with state and federal regulations.

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Robert Duffy, QSP — *Construction Inspector - Psomas*



- City of Gardena, Normandie Avenue Street Improvements
- As-Needed Engineering Services for the Implementation of the LACMTA Purple Line Extension
- Century Boulevard Mobility Improvements, Inglewood

Robert Duffy has over 40 years of experience in the construction industry performing inspection, contract administration and construction management duties on civil construction projects. Various projects were water related construction projects including pipelines, pump stations, pressure reducing stations, lift stations, storage and treatment facilities. They have included CIP retaining walls, box culverts and other reinforced concrete structures, drainage facilities, surface improvements and road construction working with both the public and private sectors.

Charlie Briceno — *Construction Inspector - Psomas*

- As-Needed Engineering Services for Implementation of the LA Metro Purple Line Extension
- Carpinteria Casitas Pass Road/Linden Avenue, U.S. 101
- U.S. 50/South Shore Community Revitalization
- Empire/Burbank, I-15 Paving

Charlie has 27 years of construction experience providing underground foreman services for both private and public developments. He began his career as a Labor/Leadman and now a foreman, Charlie oversees storm drain structures, sewer and water structures, sidewalks, curb and gutter, ADA ramps, drainage, pipes, and dry utilities. He also has extensive experience coordinating with Caltrans and municipalities when managing a project which includes night work.

Mohammed Haqqani — *Construction Inspector - Psomas*

- City of Fountain Valley, Traffic Signal Modification Improvements at Eight Intersections

Education

1978/BS/Engineering/Osmania University, Hyderabad, India

Mohammed has over 26 years of experience in an electrical design and implementation environment. Have strong experience in Electrical Engineering Design, Production, Installation and Maintenance. An excellent team player who enjoys the challenges associated with electrical projects. Mohammed is organized and has a positive attitude along with a strong work ethic. As a self-motivated, resourceful, versatile, and detail-oriented individual, Mohammed has the ability to lead in a collaborative team environment and quickly meet project requirements.

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4 Organization Chart

Personnel

Brett Barnett, PE, CCM, QSD, will serve as the City's main point of contact for this category throughout the duration of this on-call.

Brett has close to 40 years of experience in providing construction management and inspection services, including management of staff and consultants, project management, construction management and inspection, constructability review, value engineering, construction documents and specifications, claim dispute resolution, contract administration, community outreach, bidding assistance, project controls, and scheduling review for both the public and private sectors.

Organizational Chart

Psomas has assembled a team of highly qualified and enthusiastic professionals to provide the City of Gardena with a broad base of expertise for the full range of construction management related services requested. This team has experience with a variety of projects including streets, bridges, bike trails, drainage, parks, buildings, open space amenities, and recreation facilities.

Resumes for key team members on the Organization Chart who will perform the work are provided in the resume section.

Org Chart

Legend

* Key Staff

City of Gardena

*Brett Barnett, PE, CCM, QSD
PRINCIPAL-IN-CHARGE

*Misha Troyan, PE, QSD
PROJECT MANAGER/TASK ORDER MANAGER

CONSTRUCTION MANAGEMENT SUPPORT TEAM

CONSTRUCTION MANAGERS
*Michael Lau, PE
*Marvin Mai, PE
*Pat Castro, PE, PMP, LEED AP, DBIA
*Mohammed Khan, PE, CCM, QSD
*Kyle Troyka, ENV SP
*Ramon Ruelas, PE
*Brian Culligan, CCM, PMP, LEED AP
*Bill Zein, PE, QSD
*Michael Del Cid
*Butch Butcher
*Glenn Dea (ADA)
Jonathon Eden
*Kanna Vancheswaran
*Tim Allison, PE
Bennett McLaughlin
PSOMAS

PROJECT ASSISTANTS
Gladys Blankenship
Dyanne Valdez
PSOMAS

SWPPP
Allison Costa, QSD/QSP, CPSWQ
CASAMAR

TECHNOLOGY IMPLEMENTATION
Ferlicius Martinez, PMP
Monika Bowden
PSOMAS

SUBCONSULTANTS
Capo Projects Group
SCHEDULING/ESTIMATING

Casamar Group
LABOR COMPLIANCE

PUBLIC WORKS INSPECTION
*Pat Castro, PE, PMP, LEED AP, DBIA
*Gene Higginbotham, ENV SP
*Jason Healy
*Anthony Guzman, QSP, CISSEC
*Bob Duffy, QSP
*Charlie Briceno
Anna Mendiola, ASLA
Eric Gruber
*Mohammed Haqqani
Ronald Thomason
Albert Garcia
Michael Arakaki (ADA)
Efrain Sancen (ADA)
PSOMAS

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On-Call Construction Management and Inspection Services

Santa Monica, CA | City of Santa Monica

Relevance to this Contract

- Mitigating Impacts to City
- Structural Section Replacement
- Extensive Traffic Control
- Caltrans QA/QC Implemented



- **17th Street-Santa Monica College-Exposition Light Rail Bike Path Connection:** Federally funded project that constructed a 1.1-mile protected cycle track on each side of 17th Street, as well as the installation of bike boulevard treatments and traffic circles at four intersections. Caltrans and Metro permitting and coordination were required.
- **BBB Facilities Upgrades and Renovations Project:** The Facilities Upgrades and Renovations project includes ongoing improvements and renovations to facilities which are essential to delivery of reliable bus service. The aging Administration Building at the BBB Transit-Maintenance Facility underwent both a Tier 1 Seismic analysis and an exterior finish analysis.
- **BBB Methane Detection System Upgrades:** Replacement of existing gas detectors, associated emergency stop devices, and relays to eliminate false alarms and improve system reliability; and minimizing interruptions to equipment operations and improve safety.
- **Parking Garages 2, 4, 5, 9, and 10 Improvements:** Work involved various repairs to City parking garages including the repair of post-tension cables; crack repair; construction joint repair; concrete sealant installation; concrete coating installation; miscellaneous minor concrete work; painting of concrete repairs to match existing; installation of handrail bars; installation of bollards; installation of height-restricting bars; and installation of parking stall striping and markings.

REFERENCE

Robert Zak
Project Manager/Civil Engineer
310.458.2283
robert.zak@santamonica.gov

PERSONNEL INVOLVED

Brett Barnett, Project Director

Brian Culligan, Construction Manager

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- **Street Lighting Modernization Program – Package 1, FY 16-18:**Converted high voltage 5kV series street lighting systems to modern 120V street lighting systems with LED fixtures.
- **Downtown Signal Upgrades and Fiber Optic Installation, Advanced Traffic Management System Phase 2:** Project included interconnecting traffic signals with fiber optics cabling and connections, and pulling fiber optics cable into new and existing conduits. The project also involved installing new pull boxes and refurbishing existing pull boxes; installing fiber optic cables, splicing vaults, and installing new and remodeling existing traffic signal controllers. In addition, a primary Traffic Management Controls (TMC) was tied in at City Hall, along with a secondary hub at the City Library. Other elements of the project included traffic signal modifications at 15 intersections, various street and pedestrian improvements, and installation of ADA ramps at five intersections throughout the City.
- **Downtown Signal Upgrades and Fiber Optic Installation, Advanced Traffic Management System Phase 4A and B:** Work involved installation of new conduit and modification to the existing interconnected conduit system to accommodate fiber. Work also includes upgrades of traffic signal infrastructure ranging from modifications to full replacement.

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Century Boulevard Mobility Improvements

Inglewood/Los Angeles, CA | City of Inglewood

Relevance to this Contract

- Mitigating Impacts to City
- Structural Section Replacement
- Extensive Traffic Control
- Caltrans QA/QC Implemented
- Extensive SCE Coordination
- Streetscape
- Landscaping
- Remove and Replace Paving
- Street Lighting
- Utility Relocation
- Community Outreach
- Maintenance of Traffic
- ADA compliance elements



Psomas provided full construction management services for this $40 million project. This project reconfigured and improved approximately three miles of infrastructure, including the addition of exclusive dedicated right- and left-turn lanes at major intersections, installation of raised landscaped medians, traffic signal and street light upgrades, crosswalk and sidewalk improvements, installation of bus shelters and concrete bus pads, and parkway landscaping.

The project reconfigurations promote more efficient traffic flow. The project replaced water, sewer, and storm drain facilities along Century Boulevard. Pedestrian accessibility was improved by the construction of Americans With Disabilities Act (ADA) compliant sidewalks and curb ramps, landscape and hardscape improvements along the corridor.

Additionally, the proposed project decreased the impervious area by 1.5 acres within the City's right-of-way, allowing for additional groundwater storage during rain events. Because the traffic levels on Century Boulevard exceeded freeway levels, the roadway pavement was replaced with 9-inch JPCP.

REFERENCE

Eloy Castillo
Principal Civil Engineer
310.412.5111 Ext. 8716
ecastillo@
cityofinglewood.org

PERSONNEL INVOLVED

Brett Barnett, Project Director

Anthony Guzman
Construction Inspector

Misha Troyan Interim
Resident Engineer

Brian Culligan
Construction Manager

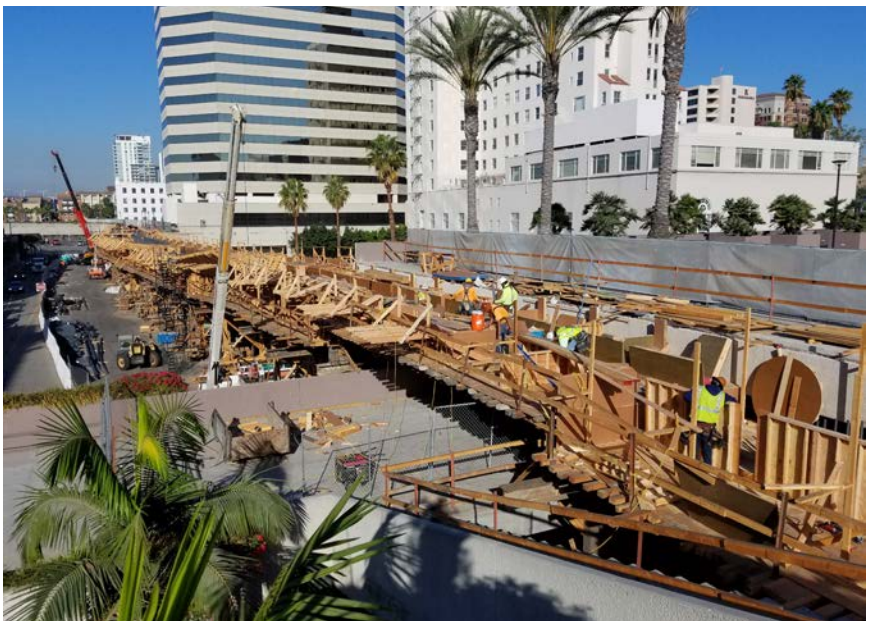
Docusign Envelope ID: FAF67BAD-2768-4993-8CA0-B5CC3B5B57DD

Market Street Corridor Improvements

Long Beach, CA | City of Long Beach

Relevance to this Contract

- Mitigating Impacts to City
- Extensive Traffic Control
- Extensive SCE Coordination
- Streetscape
- Remove and Replace Paving
- Street Lighting
- Utility Relocation
- Community Outreach
- ADA compliance elements



This $11 million project implements corridor-wide improvements along Market Street (between the LA River and 800 feet of Cherry Avenue). The project also includes proposed recommendations from the North Long Beach Walkability Plan.

The project seeks to improve the overall mobility, safety, and built environment along the roughly 2.2-mile corridor for the North Long Beach community. Improving the streets and active transportation infrastructure will create a safer, healthier, better connected, and more inclusive Long Beach. Some of the challenges and solutions encountered on this project include:

- **ADA Deficiencies:** Initially the project required the contractor to modify only the worst locations and did not include most of the non-compliant sidewalks, driveways and handicap ramps. As a result, the Psomas team worked with the City to redesign and re-align the curbs and gutters on Market Street up to three feet from the current alignment on both sides of the street. Realignment allowed all driveways, sidewalks, curb, and gutters to be modified to comply with ADA.
- **Existing Underground Utilities:** Some utilities that were not shown on the plans were in the way of construction of storm drain structures. As a result of a value engineering proposal, the Psomas Team worked with the City to remove all underground storm drain construction from the contract. The team also obtained approval from Los Angeles County Public Works to modify existing storm drain inlets to suit new curb and gutter alignment.

REFERENCE

Adrian Puyolt
Project Manager
562.570.5763

PERSONNEL INVOLVED

Brett Barnett, Team Leader

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Long Beach Boulevard Pedestrian Improvements

Long Beach, CA | City of Long Beach

Relevance to this Contract

- Landscaping
- Extensive Lighting
- Multi-Colored Concrete
- Traffic Management
- Constructability Review



This project provides pedestrian-oriented improvements to Long Beach Boulevard including lighting, median and parkway landscape and hardscape, signage, and striped crosswalk treatments from Willow Street to I-405. Some of the challenges encountered on this project included:

- **Street Light Replacements:** The project included the replacement of 54 street lights and installation of new wiring and/or reusing existing conduits. However, some of the existing electrical conduits were deteriorated and could not be re-used. Working with the City, the team recommended trenching and installing new conduit and wiring throughout project limits.
- **Existing Underground Utilities:** Many utilities were not shown on the plans and it was discovered they were in the way of construction of new street lighting foundations. The Psomas team recommended redesigning new spread footings.
- **Unforeseen Conditions:** An existing 12-inch-thick PCC pavement that was under 6-inch-thick AC pavement not shown on plans was encountered under landscaped median islands. As a result, the team modified the irrigation system and plant palette as a value engineering proposal.

REFERENCE

xxx

PERSONNEL INVOLVED

Brett Barnett, Team Leader

Pat Castro, Construction Manager

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As-Needed Engineering Services for Implementation of the LA Metro Purple Line Extension

Beverly Hills, CA | City of Beverly Hills/Los Angeles County Metropolitan Transportation Authority

Relevance to this Contract

- Metro Coordination
- Mitigate Project Impact on City
- Extensive Traffic Control
- Environmental Mitigation
- Extensive Community Outreach
- Noise, dust, light mitigation
- Construction Mitigation



Psomas is providing full-service project/construction management, design and community relations services to the City of Beverly Hills on an as-needed basis and serving as an agent for the residents and businesses of the City during construction of Metro's Purple Line subway project. Metro is extending the Purple Line approximately nine miles west of the existing Wilshire/Western Station and constructing seven new stations. The project is divided into two sections, as described below:

Section 1 is a 3.9-mile subway heavy rail line that will operate from the existing station at Wilshire/Western in the City of Los Angeles to a proposed station at Wilshire Boulevard and La Cienega Boulevard in the City of Beverly Hills. Psomas is only providing services to the facilities in Beverly Hills.

Section 2 is 2.62 miles and extends from the Wilshire/La Cienega station west to Century City. The alignment will extend west under Wilshire Boulevard from La Cienega Boulevard to the Wilshire/Rodeo Station (located at Wilshire Boulevard and Reeves Drive). West of Reeves Drive, the alignment is proposed to continue along Wilshire Boulevard until it exits the corridor and continues southwesterly to a new terminus station on Constellation Boulevard in Century City.

Psomas' services include project management, design review, review and development of interagency agreements, review and development of permit conditions, construction management and oversight services, constructability and construction schedule review, community outreach, City Council and commission presentations, QA/QC, and document control.

REFERENCE

Christine Chung,
Project Manager
310.285.2516
cchung@beverlyhills.org

PERSONNEL INVOLVED

Brett Barnett, Project Manager

Kanna Vancheswaran, Project Manager

Charlie Briceno, Construction Inspector

Jason Healy, Construction Inspector

Eugene Higginbotham, Construction Inspector

Anthony Guzman, Construction Inspector

Monika Bowden, Process/Strategy Manager

Abdul Khan, Project Engineer

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I-405 Widening Design and Construction Support Services

Fountain Valley, CA | City of Fountain Valley

Relevance to this Contract

- Bridge Construction
- Maintenance of Traffic
- Mitigating Impacts to City
- Construction Monitoring
- ADA Compliance
- Traffic Control



Construction on I-405

The $1.9 billion 1-405 Improvement Project is led by OCTA in cooperation with Caltrans, and requires coordination with multiple cities along the project's alignment to construct one express HOV lane in each direction from SR-73 to I-605. The project will improve 16 miles of the I-405 between SR-73 in Costa Mesa and I-605 near the Los Angeles County line. Construction includes removing and replacing 23 existing interchanges within the project limits. The City of Fountain Valley encompasses seven (7) interchanges and is the heart of the project.

Psomas is performing project management/oversight; constructability reviews; preliminary, intermediate and ready for construction civil engineering plan check; construction oversight; and inspection services for construction within the City. Services include, but are not necessarily limited to, engineering specialties related to roadway, bridges, utilities, traffic control, stage construction, traffic analysis, street improvements, relocation and replacement of sewer, storm water drainage, and water lines. Additionally, Psomas provides construction oversight for structural, geotechnical, landscape, traffic systems, and fiber optic communication systems.

As part of the improvement project, the City of Fountain Valley is required to review all project documents that affect all City facilities, including roadways, structures, retaining and sound walls, traffic systems, utilities, and interchange improvements within the City. It is anticipated that this engagement will continue throughout the duration of the I-405 project, which is currently estimated to be complete by Fall 2025. Successful design and construction oversight of this large project by the Psomas team has resulted in Psomas being seen as a trusted advisor to the City and OCTA. Once coming onboard, the Psomas team was able to bring the project back on schedule and the City has been seen as the model for getting things done. Psomas also consistently and successfully made sure all standards,

REFERENCE

Temo Galvez, PE
Deputy Director of Public Works/City Engineer
714.593.4433
temo.galvez@fountainvalley.org

PERSONNEL INVOLVED

Brett Barnett, Project Director

Abdul Khan, Project Manager/Construction Manager

Robert Duffy, Construction Inspector

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entitlements, and commitments made to the City were followed and that safety and local traffic movements were accelerated and disruptions were minimized. Psomas Team tasks included:

- Constructability reviews for the preliminary, intermediate, and final design-build plans prior to approving the Ready for Construction plans, Technical Provisions, and Standard Specifications
- Coordinate with design engineers, construction personnel, environmental, electrical, SWPPP and landscaping teams.
- Assisted the City Engineer and Director of Public Works in permit approvals.
- Coordinate with third party utility owners for design, traffic management, materials, and permit approvals
- Providing innovative and constructive solutions for Maintenance of Traffic in this heavily traveled corridor of I-405.
- Provided stage construction recommendation to accelerate the bridge construction of Slater, and Warner Bridge wherein the construction schedule was reduced by a year for each bridge.
- Provided solutions to the field differing conditions wherein the City waterlines were impacted by deposition of Aerially deposited lead. The City saved over $7 million by getting the waterlines relocated in the new bridges.
- Provided solutions to the stage construction of the ramps, retaining walls and Santa Ana River Bridges while maintaining complete and safe access to City's vital water supply reservoir 1.

- Provide review and acceptance of all materials incorporated for construction, replacement, and improvements within City of Fountain Valley.
  - Negotiate with OCTA for addition of bridge lighting on all seven (7) bridges at no cost to the City
  - Negotiate with OCTA and OC405 for rehabilitation of existing streets rehabilitation at no cost to the City.
  - With extensive Caltrans and Local Agencies design and construction experience Psomas Construction Manager provided guidance, recommendations, and foresight for construction administration, and scheduling insight for the scope of work in City of Fountain Valley. Of the seven (7) Cities in the project corridor City of Fountain Valley is ahead of construction schedule completion with four (4) bridges completed.
  - Provide expertise in construction, material mix designs, material Quality Assurance testing, Storm Water Pollution Prevention Measures, attend contractor weekly progress meeting, provide resolution to contractor claims, peer review of change orders and cooperative agreement payments and receivables, and assist in project close out.
  - Assist City and OCTA community relations personnel with community concerns and questions

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Inspection Services for Regional Traffic Signal Synchronization Program

Irvine, CA | City of Irvine

Relevance to this Contract

- Extensive Lighting
- Traffic Management
- Constructability Review



Psomas is currently providing construction inspection services for the Regional Traffic Signal Synchronization Program for Barranca Pkwy/Dyer Rd./Muirlands Blvd./Segerstrom Ave./Slater Ave. In general, the work to be performed includes upgrades to the traffic signal system in the cities of Irvine, Santa Ana, and Fountain Valley, and includes traffic signal controller cabinets and foundations, service cabinets and foundations, video detection systems, CCTV systems, LED countdown pedestrian signal phase modules, pull boxes and conduit, traffic signal controllers, controller cabinets, ethernet switches, fiber optic cables, fiber distribution units, CAT5E cables, accessible pedestrian signal assemblies, wireless radio systems, fiber splice enclosures, SMFO cables, and other items required by the project Special Provisions.

REFERENCE

Anthony Caraveo
Senior Project Manager
949.724.7555
ACaraveo@cityofirvine.org

PERSONNEL INVOLVED

Brett Barnett, Project Manager

David Kelly, Construction Manager

Mohammed Haqqani, Construction Inspector

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6 References

References

City of Santa Monica

Robert Zak, Project Manager/Civil Engineer
1437 4th Street
Suite 300
310.458.2283
robert.zak@santamonica.gov

Project: On-Call Construction Management and Inspection Services

City of Fountain Valley

Temo Galvez, PE, Deputy Director of Public Works/City Engineer
10200 Slater Avenue
Fountain Valley, CA 92708
714.593.4433
temo.galvez@fountainvalley.org

Project: I-405 Widening Design and Construction Support Services

City of Beverly Hills/Los Angeles County Metropolitan Transportation Authority

Christine Chung, Project Manager
455 North Rexford Drive
Beverly Hills, CA 90210
310.285.2516
cchung@beverlyhills.org

Project: As-Needed Engineering Services for Implementation of the LA Metro Purple Line Extension

City of Inglewood

Eloy Castillo, Principal Civil Engineer
1 Manchester Boulevard
Inglewood, CA 90301
310.412.5111 Ext. 8716
ecastillo@cityofinglewood.org

Project: Century Boulevard Mobility Improvements

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Psomas

2024

PROJECT MANAGEMENT/CONSTRUCTION MANAGEMENT

Rate Table

Supervising Project Manager	$310
Senior Project Manager	$290
Project Manager	$265
Senior Resident Engineer	$260
Resident Engineer III	$235
Resident Engineer II	$210
Resident Engineer I	$190
Senior Structures Representative	$260
Structures Representative III	$235
Structures Representative II	$210
Structures Representative I	$190
Senior Construction Manager	$225
Construction Manager II	$205
Construction Manager I	$185
Scheduler	$175
Senior Inspector	$230
Inspector III	$220
Inspector II	$210
Inspector I	$200
Senior Office Engineer	$195
Office Engineer	$165
Labor Compliance	$135
Administrative Support	$115

Note: Yearly escalation rates are not included and will be applied to these base rates

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City of Gardena
Public Works Department
2024 On-Call Rate Sheet

CLASSIFICATION	2024 Hourly Bill Rates (ST & OT)
Senior Construction Manager	$215.00
Construction Manager	$190.00
Field Engineer	$145.00
Office Engineer	$145.00
Senior Delay Claims Consultant (Cost/Schedule)	$220.00
Senior Construction Scheduler	$190.00
Construction Scheduler	$170.00
Associate Construction Scheduler	$145.00
Senior Cost Estimator	$190.00
Cost Estimator	$170.00
Estimator - Take off Specialist	$142.00

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Casamar Group, LLC

Project, Resource & Compliance Management

Casamar Group Standard Rates				
Position / Job Title	Billable	Billable	Billable	Billable
	2023	2024	2025	2026
Project Principal	$197.74	$205.65	$215.93	$226.73
Sr. Labor/PLA Compliance Officer	$177.38	$184.47	$193.69	$203.38
SWPPP QSP Engineer/Construction Manager	$156.21	$162.46	$170.58	$179.11
Senior Compliance Data Analytics, Doc.Control, & Outreach Analyst	$113.85	$118.41	$124.33	$130.55
Complance & Outreach Analyst	$91.88	$95.56	$100.34	$105.35
Administration Support	$70.95	$73.79	$77.48	$81.35
Mileage at Caltrans rate/mile				2/1/2024



Joe Garcia, P.E.
Principal

23335 Alamos Lane, CA 91321
Phone: (661) 254-2373 - Fax: (661) 253-0549 – www.casamargroup.com

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BRETT BARNETT, PE, CCM, QSD

Principal-in-Charge – Psomas



REGISTRATION

1989/CA/Professional Engineer/Civil/45482

2004/WA/Professional Engineer/Civil/40655 (Inactive)

EDUCATION

1986/BS/Civil Engineering/California State Polytechnic University, Pomona

CERTIFICATIONS

Certified Construction Manager/Construction Management Association of America/A0796

Qualified SWPPP Developer/State of California, State Water Resources Control Board/45482

PROFESSIONAL AFFILIATIONS

American Public Works Association, Southern California Chapter

American Society of Civil Engineers

Construction Management Association of America, Southern California Chapter

Women's Transportation Seminar

EXPERIENCE

With Psomas for 9 years; with other firms for 29 years

Brett Barnett has 38 years of construction management and design experience on transportation and bridge projects in Southern California. For the majority of his career, he has managed the construction (including schedule management, contract change orders, and claim management) of roadways, highway bridges, and railroad bridges; airport facilities; retaining walls and sound walls; and port facilities including wharves, container yards, and rail yards for a variety of clients. In the process of managing more than $6 billion in construction, he has monitored new construction, widening, or demolition of over 186 bridges, including the construction of five full freeway-to-freeway interchanges, and an equal number of retaining walls, acting in the capacity of Project Manager, Resident Engineer, or Structures Representative. Brett has extensive experience directing the work of more than 20 field engineers, negotiating change orders, resolving contractor claims, reviewing CPM schedules, and clarifying plan document discrepancies. He has participated in constructability reviews, designed and implemented training classes, and been trained in total quality management. Brett is highly familiar with Caltrans construction management methods, as well as design-build construction procedures.

Experience

City of Beverly Hills, As-Needed Engineering Services for the Implementation of the LACMTA Purple Line Extension - Segment 2 - PM – Beverly Hills, CA: Project Director for the Psomas Team to provide full-service project/construction management, design and community relations services to the City of Beverly Hills on an as-needed basis and to serve as an agent for the residents and businesses of the City during construction of Metro's $4.5B Purple Line subway project. Services include project management, design review, review and development of interagency agreements, review and development of permit conditions, construction management and oversight services, constructability and construction schedule review, community outreach, City Council and Commission presentations, QA/QC and document control.

I-405 Widening Design and Construction Support Services – Fountain Valley, CA: Team Leader for the Psomas Team providing the City project management/oversight, civil engineering plan check, and inspection services for the design/build of the $2 billion, I-405 widening project. The project is led by OCTA in cooperation with Caltrans and multiple cities along the project's alignment. The project will improve 16 miles of the I-405 between

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SR-73 in Costa Mesa and I-605 near the Los Angeles County Line. The project includes adding one regular lane in each direction from Euclid Street to I-605 and making improvements to freeway entrances, exits, and bridges. It also will construct I-405 express lanes, one lane in each direction from SR-73 to I-605.

City of Los Angeles, Department of Public Works, Bureau of Engineering, On-Call Bridge Design Services – Los Angeles, CA: Construction Manager for providing the City of Los Angeles with bridge/civil engineering and other design support services for various public works projects. Brett was the Construction Management Lead on all task orders.

I-110/C Street Interchange Improvements – Los Angeles, CA: Project Manager for this $28 million project. Responsible for assisting the Resident Engineer/Structures Representative with RFIs, weekly and monthly reports, submittal review and tracking, schedule review and tracking, schedule review, mix design review, and file maintenance. This project involves the widening of the existing Union Oil UC and the construction of a new bridge over the realigned John S. Gibson Boulevard improvements at the ramps including a dedicated right-turn lane from the I-110 off ramp (Caltrans Oversight and Coordination), and new intersections at Figueroa Street, Harry Bridges Boulevard, and John S. Gibson Boulevard. The project also included city street re-alignment and reconstruction to provide better access to and from the Port container facilities in the area and improve traffic circulation and reduce congestion. Brett provided construction management oversight for the project, as well as participated in the biddability/constructability review. This project included both Greenbook, Brownbook and Caltrans Standards.

Century Boulevard Mobility Improvements – Inglewood/Los Angeles, CA: Project Manager, Team Leader for this 30-inch Jointed Plain Concrete Pavement (JPCP) replacement project. The project reconfigured and improved approximately three miles of infrastructure on Century Boulevard between La Cienega (west of I-405) and Van Ness Avenue in the east.

Rainbow Bridge at Seaside Way Construction Management Services – Long Beach, CA: QA/QC Manager for this $11 million project, which consisted primarily of construction of a 605-foot-long pedestrian bridge running along Seaside Way, connecting the Long Beach Convention Center Promenade to the Long Beach Convention and Entertainment Center Plaza. It was designed as an abstract breaking wave with a deck, and will feature a canopy of LED accent lights. The project also included demolition, landscape, irrigation, mechanical, electrical, plumbing, street and bridge lighting, and custom architectural systems and finishes. Project Manager responsible for leading the biddability/constructability review and providing QA/QC oversight representation for this project. Significant design coordination with the Long Beach Convention and Entertainment Center continued throughout this high profile project as well as coordination with permitting and utility agencies.

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MISHA TROYAN, PE, QSD

Project Manager/Task Order Manager – Psomas



REGISTRATION

2004/CA/Professional Engineer/Civil/66019

EDUCATION

1999/BS/Civil Engineering and Environmental Engineering/University of California, Berkeley

CERTIFICATIONS

Qualified SWPPP Developer/California Stormwater Quality Association/23566

EXPERIENCE

With Psomas for 5 years; with other firms for 20 years

Misha is a Senior Project Manager at Psomas with 24 years of experience. He is responsible for the procurement and execution of project/construction management professional services contracts in the San Diego region within the water/wastewater, transportation, infrastructure, and public works markets. Misha is experienced in public works construction management, organizational management, and contract administration for various project delivery methods including CM/GC, design-build, and design-bid-build.

Experience

City of Encinitas, As Needed Engineering, Construction Management, and Inspection Services – Encinitas, CA: Project Manager/Task Order Manager for this as-needed contract. Misha has overall responsibility for professional construction management and inspection services for various task orders on public works projects. Responsibilities include scope, schedule, budget, quality and resources of professional services. Projects delivered under this contract include :HSIP-Funded Pedestrian Signals at North Court and Diana Street; Trail 95 Recreational Pedestrian Trail; La Costa Walkway; Streetscape Phase 1 Closeout; Streetscape Segment C Bid Support; Manchester Avenue Pedestrian Improvements; HSIP-Funded Cycle 8 Traffic Signal Improvements; HSIP-Funded El Camino Real Z-Crossing Project; Manchester Guardrail Project; La Costa-Vulcan Pedestrian Walkway.

SANDAG, On-Call Professional and Technical Construction Management Services – San Diego, CA: Contract Manager/Task Order Manager for professional construction management and technical services for various task orders on various transportation and transit-related projects. Services to be provided under this contract include construction contract quality assurance, environmental compliance, field inspection, field office engineering and administration, scheduling, contract dispute resolution assistance, materials sampling and testing, constructability reviews, independent cost estimating, geotechnical investigations, NPDES stormwater compliance, surveying and construction staking, and other support services. Misha is responsible for contract and staffing management of this $60 (max) contract.

SDCWA, As-Needed Construction Management Services – San Diego, CA: Project Manager/Task Order Manager for professional construction management services on an as-needed basis for various projects. Services

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provided under this contract include constructability reviews, bid evaluation support, construction management, scheduling, estimating, document control, resident engineer services, construction administration services, inspection, nondestructive examination of welds, materials testing, and geotechnical engineering.

Century Boulevard Mobility Improvements – Inglewood/Los Angeles, CA: Interim Resident Engineer for this complete rehabilitation project. The project reconfigured and improved approximately three miles of infrastructure on Century Boulevard between La Cienega (west of I-405) and Van Ness Avenue in the east. Improvements along the corridor included the addition of exclusive dedicated right-and left-turn lanes at major intersections, installation of raised landscaped medians, traffic signals, and streetlight upgrades, crosswalk and sidewalk improvements, installation of bus shelters and concrete bus pads, and parkway landscaping. This highly visible 30-inch JPCP replacement project was completed in time for the new LA Rams Stadium opening. The project reconfigure and improve approximately three miles of infrastructure on Century Boulevard between La Cienega (west of I-405) and Van Ness Avenue on the east.. (11/2015 - 12/2019) Misha managed as Interim Resident Engineer improvements to approximately one mile of Century Boulevard including traffic signal and street lighting upgrades; new fiber optic cable; reconstruction of sidewalks, driveways, curbs and gutters; utility relocations and new storm drains.

Third, Fourth and I Avenue Storm Drain Project – Coronado, CA: Project Manager for full-time, on-site field inspection of the installation of approximately 2,000 feet of new storm drain pipes ranging in size between 24-inches and 48-inches in diameter. In addition, two storm water pumps will be installed along the new pipe alignment, and the reconstruction of an existing outfall into San Diego Bay including placement of riprap. Inspection services include inspecting project materials to verify compliance, attendance at pre-construction meeting, daily inspection reports, photographic and video documentation of pre-construction and post-construction project site conditions, and assistance with the preparation of project punch list.

City of Encinitas Coast Highway 101 Leucadia Streetscape Project Phase 1 – Encinitas, CA: Contract Manager for the reconstruction of the road right-of-way from a 4-lane road to a 2-lane road with roundabouts, bike lanes, new drainage infrastructure, and sidewalks at a construction cost of $12 million. The project work consists of AC paving, sidewalk construction, bioretention, drainage installation (via open-cut trench with deep shoring), roundabout construction, temporary parking construction, signing and striping, signal installation, street lighting, traffic control, irrigation, and landscaping. Coordination is required with an adjacent pedestrian railroad under crossing construction project being administered by SANDAG. Misha oversaw construction management, inspection, surveying, and materials testing.

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MICHAEL LAU, PE

Construction Manager – Psomas



REGISTRATION

2013/CA/Professional Engineer/Civil/82056

EDUCATION

2010/BS/Civil Engineering/University of California, Los Angeles

EXPERIENCE

With Psomas for 1 year; with other firms for 14 years

Michael Lau is a licensed Professional Engineer with 15 years of experience in the construction industry. Michael brings a strong track record of delivering successful projects and is skilled in project management, contract negotiations, and quality assurance. His keen eye for identifying and mitigating potential risks is appreciated by clients and coworkers. Michael is a natural leader, able to effectively communicate with stakeholders at all levels and motivate teams to deliver high-quality work on time and within budget.

Experience

Bayshore Concession Lift Project – Long Beach, CA: Construction Manager for this project that will install an elevator lift at the Bayshore Concessions building and replace decking and stairs. Psomas' responsibilities will include construction management services that include document review including plans, specifications, permits, and other related documents; providing day-to-day construction activities oversight and management of JOC Contractor; leading all tasks associated with construction-related RFIs, with support from party or parties who developed the construction design drawings and specifications; leading kickoff and post-construction meetings as determined by Project Management Team; review of all progress payments to the contractor and forward for processing; coordination with City assigned inspectors and independent 3rd party deputy inspectors and submittal of observation and testing reports with B&S; tasks associated with construction closeout, including punch list items, filing NOC, and permitting closeout.

Wrigley Greenbelt – Long Beach, CA: Project Manager/Construction Manager for American Disabilities Act improvements for the recently completed Wrigley Greenbelt Park. A total of 5 ADA curb ramps were designed and constructed connecting the Wrigley Greenbelt Park to De Forest Ave. Psomas' responsibilities will include construction management services that include document review including plans, specifications, permits, and other related documents; providing day-to-day construction activities oversight and management of JOC Contractor; leading all tasks associated with construction-related RFIs, with support from party or parties who developed the construction design drawings and specifications; leading kickoff and post-construction meetings as determined by Project Management Team; review of all progress payments to the contractor and forward for processing; coordination with City assigned inspectors and independent 3rd party deputy inspectors and submittal of observation

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and testing reports with B&S; tasks associated with construction closeout, including punch list items, filing NOC, and permitting closeout.

El Dorado Duck Pond Restoration – Long Beach, CA: Project Manager for the restoration of an existing three-million-gallon pond under California Department of Fish and Wildlife (CDFW) regulations. Project administration services included obtaining necessary permits associated with the County Sanitation District, Regional Water Control Board, and Local Water Department. Construction consists of dewatering, sediment removal, site demolition, utility relocation, site grading, new sewer connection, new irrigation feeder line, new reclaimed water line, realigned storm drain outlet, construction of sidewalk, construction of shoreline and wetland planters, construction of forebay and wetlands, ADA parking upgrades, new signage, replacement of the pump system, micron filtration, and disinfection systems installation, structural repair of the pump building, removal and replacement of existing vegetation required for performance of the work, planting of native vegetation, BMP installation, safety and security controls, compliance with all permit requirements, and other work shown in the approved plans and specifications.

Convention Center Promenade Repairs – Long Beach, CA: Project Manager for assessment and design for the repair of the Long Beach Convention Center Promenade and Pedestrian Bridges. The Convention Center Promenade and Pedestrian Bridges were constructed in 1975 and expanded renovated in the years since. The Promenade and Pedestrian Bridges have shown signs of deterioration in and this project is a study on potential improvements to both aesthetics and public safety for the aging access infrastructure. This project will develop conceptual designs for a comprehensive repair, plans and specifications, and construction of a selected alternative.

Burnett Library Energy Upgrade Project – Long Beach, CA: Project Manager for energy efficiency upgrades for existing 10,000 SF facility consisting of replacing various MEP components to optimize energy usage. Psomas' responsibilities will include construction management services that include document review including plans, specifications, permits, and other related documents; providing day-to-day construction activities oversight and management of JOC Contractor; leading all tasks associated with construction-related RFIs, with support from party or parties who developed the construction design drawings and specifications; leading kickoff and post-construction meetings as determined by Project Management Team; review of all progress payments to the contractor and forward for processing; coordination with City assigned inspectors and independent 3rd party deputy inspectors and submittal of observation and testing reports with B&S; tasks associated with construction closeout, including punch list items, filing NOC, and permitting closeout.

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MARVIN MAI, PE

Construction Manager – Psomas



REGISTRATION

2014/CA/Professional Engineer/Civil/82614

EDUCATION

2009/BS/Civil Engineering/University of California, Los Angeles

PROFESSIONAL EXPERIENCE

With Psomas for 5 years; with other firms for 14 years

Marvin Mai has 19 years of design and construction experience in a broad variety of public works projects including verifying compliance for city sidewalks, ADA ramps, paving, storm water installations, and managing traffic control during construction.

Experience

Various On-Call Public Works CM and Inspection Services – Long Beach, CA: Project Manager for project/construction management, and inspection of various CIP Projects citywide including projects with various roadway and facilities improvements. Tenant improvements include structural repairs; bathroom remodeling; community room upgrades; circulation counters, carpet, paint, electrical and mechanical upgrades; demolition; asbestos and lead abatement; sustainability upgrades; landscape and irrigation; parking lot and ADA upgrades; and playground rehabilitation projects.

Jr. Lifeguard Station Project – Long Beach, CA: Project Manager for this $1.75 million project which involves the demolition of an existing two-story junior lifeguard building and all associated structures and utilities on the beach adjacent to 55th Place, and the construction of a one-story modular lifeguard building with a 2nd level viewing deck, stingray response room, lockers, meeting space, and restroom adjacent to an existing launch ramp and public restroom building near Claremont Place. A seasonal shade structure for use during the City's Junior Guards program, a new bike parking area, and additional hardscape adjacent to the proposed junior lifeguard building at the Claremont location are also included.

As-Needed Engineering Services for Implementation of the LACMTA Purple Line Extension - Segment 2 - CM – Beverly Hills, CA: Construction Engineer for providing full-service project/construction management, design, and community relations. Services include project management, design review, review and development of interagency agreements, review and development of permit conditions, construction management and oversight services, constructability and construction schedule review, community outreach, City Council and Commission presentations, QA/QC, and document control.

Long Beach Parks & Recs – Long Beach, CA: Project Manager for this improvement project to improve visitor experience and pedestrian connectivity along the LA River, improve air quality by forming a green buffer along I-710 corridor, encourage outdoor and recreational experience,

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and restore and preserve the Wrigley Greenbelt Open Space. Other added elements include a new walking trail, installation of new and replacement native landscaping (3:1) stormwater runoff control improvements, and hardscaping.

City of Long Beach, El Dorado Duck Pond Restoration – Long Beach, CA: Project Manager for the restoration of an existing three-million-gallon pond under California Department of Fish and Wildlife (CDFW) regulations. Project administration services included obtaining necessary permits associated with the County Sanitation District, Regional Water Control Board, and Local Water Department. Construction consists of dewatering, sediment removal, site demolition, utility relocation, site grading, new sewer connection, new irrigation feeder line, new reclaimed water line, realigned storm drain outlet, construction of sidewalk, construction of shoreline and wetland planters, construction of forebay and wetlands, ADA parking upgrades, new signage, replacement of the pump system, micron filtration, and disinfection systems installation, structural repair of the pump building, removal and replacement of existing vegetation required for performance of the work, planting of native vegetation, BMP installation, safety and security controls, compliance with all permit requirements, and other work shown in the approved plans and specifications. Duties include oversight of project development of necessary administrative measures, administration and assurance of contract compliance, monitoring of project budget and expenditures, review and recommendation for approval of bills, construction problem resolution, agreement negotiations, contract change orders, coordination and finalization of necessary permits (401 Permit, Construction General Permit, CDFW Alteration Agreement and others), oversight of consultant teams, preparation of project related responses to letters and inquiries, administration and coordination of project close-out, attendance of bi-weekly construction meeting, oversight and coordination of community outreach matters.

Wrigley Greenbelt – Long Beach, CA: Construction Manager for American Disabilities Act improvements for the recently completed Wrigley Greenbelt Park. A total of 5 ADA curb ramps were designed and constructed connecting the Wrigley Greenbelt Park to De Forest Ave. Psomas' responsibilities will include construction management services that include document review including plans, specifications, permits, and other related documents; providing day-to-day construction activities oversight and management of JOC Contractor; leading all tasks associated with construction-related RFIs, with support from party or parties who developed the construction design drawings and specifications; leading kickoff and post-construction meetings as determined by Project Management Team; review of all progress payments to the contractor and forward for processing; coordination with City assigned inspectors and independent 3rd party deputy inspectors and submittal of observation and testing reports with B&S; tasks associated with construction closeout, including punch list items, filing NOC, and permitting closeout.

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PAT CASTRO, PE, PMP, LEED AP, DBIA

Construction Manager/Inspector – Psomas



REGISTRATION

2007/CA/Professional Engineer/Civil/71592

EDUCATION

1997/BS/Civil Engineering/University of Baguio, Philippines

CERTIFICATIONS

Accredited Professional, Leadership in Energy & Environmental Design/U.S. Green Building Council/

Designated Design-Build Professional/ Design-Build Institute of America/

Project Management Professional/Project Management Institute, Inc./

PROFESSIONAL AFFILIATIONS

Construction Management Association of America, Southern California Chapter

Project Management Institute, Inc.

U.S. Green Building Council

EXPERIENCE

With Psomas for 10 years; with other firms for 29 years

Pat Castro has more than 36 years of experience in providing program management, capital planning, design development, project and construction management, contract administration, and construction inspection of complex facilities and infrastructure capital improvement projects. As a practitioner with four professional credentials, Pat has demonstrated that he has the education, skills, and experience to lead and direct multiple projects and resources to attain strategic business goals of the organization. Prior to joining Psomas, Pat was the Facilities Construction and Rehabilitation Administrator for the City of Irvine with full responsibility of planning, directing, and program administration of the City's Capital Improvement and Rehabilitation Program for six years. Prior to the City of Irvine, he was employed by the City of Long Beach, Public Works Department, for over 21 years in various capacities as Capital Projects Coordinator, Principal Construction Inspector, and Construction Inspector II, and has extensive familiarity with the variety of projects, client needs, and diversity of constituents served in the City of Long Beach.

Experience

El Dorado Park Nature Center Improvement Project – Long Beach, CA: Construction Manager for providing project and construction management services for El Dorado Park Nature Center exterior improvements including: main entrance pedestrian bridge replacement; enhancement of main entry gate and signage; beautification of the outdoor amphitheater for educational sessions and events; construction of ADA accessible path/trail from parking lot to the main entrance including interpretive signage; restoration/repair of parking lot; upgrades to play area with natural material; upgrade of entry site lighting; and replacement of non-native trees and shrubs with appropriate native landscaping.

University Park Community Center – Irvine, CA: Construction Manager for the City of Irvine's first LEED certified building (goal of LEED Gold certification). The project consisted of the addition of a community park building to the existing community building at University Community Park. The park had one of the first community centers in the City which was in need of updating to current capacity standards of other community centers. The existing uses and services were shared between the two buildings and are considered one community center now that the project is completed. Services included all aspects of construction management including contract administration, review of submittals, field observation, documentation of the

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contractor's work for compliance with the contract documents, resolution of field problems, negotiation of change orders, monitoring the progress schedule and tracking any delays, preparation of weekly Statements of Working Days, and other activities related to the construction of this project.

City of Long Beach On-Call Capital Improvement Projects – Long Beach, CA: Contract Manager for project/construction management and inspection of various CIP projects citywide including projects with various roadway and facilities improvements. Tenant improvements included structural repairs; bathroom remodeling; community room upgrades; circulation counters; carpet, paint, electrical and mechanical upgrades; demolition, asbestos and lead abatement, sustainability upgrades; landscape and irrigation; parking lot and ADA upgrades; and playground rehabilitation projects. Resident Engineer assigned full-time to the City of Long Beach Public Works Department as an extension of Project Management Division Staff with full responsibility to define project scopes, design development, plan, schedule and budget control for various CIP projects citywide, as well as administration of the City of Long Beach Job Order Contracting (JOC) Program. Various client departments include Long Beach Parks, Recreation and Marine, Library Services, Fleet Services and Long Beach Airport. Projects include various facilities improvements.

Anaheim Street Rehabilitation and Reconstruction Constructability Review – Long Beach, CA: Construction Manager for conducting quality control reviews for the Anaheim Street Pavement Rehabilitation/ Reconstruction program. The project sits along Anaheim Street, between 9th Street and the Los Angeles River Bridge in the Port of Long Beach Harbor District within the City of Long Beach.

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ABDUL MOHAMMED KHAN, PE, CCM, QSD

Construction Manager – Psomas



REGISTRATION

1992/CA/Professional Engineer/Civil/49264

EDUCATION

1987/MS/Civil Engineering/University of Illinois, Urbana-Champaign

1979/BS/Civil Engineering/Jawaharlal Nehru Technological University, India

CERTIFICATIONS

Certified Construction Manager/Construction Management Association of America/6837

Qualified SWPPP Developer/California Water Boards - State Water Resources Control Board/

EXPERIENCE

With Psomas for 7 years; with other firms for 38 years

Abdul Khan has 44 years of experience overseeing all phases of multi-million dollar design, construction, and maintenance of major infrastructure projects for government and private sector organizations. He has an excellent track record as Project Manager, Construction Manager and Design Engineer with Caltrans and private sector clients. He demonstrates strong credentials and a proven history of on-time, on-budget, and high-quality project delivery of major transportation projects with over $1 billion in construction costs. He has directed multiple projects to successful completion through effective management and team collaboration; and has the proven ability to train, evaluate, motivate, and lead large and cross-functional teams.

Experience

As-Needed Engineering Services for Implementation of the LA Metro Purple Line Extension – Beverly Hills, CA: Project Engineer on the Psomas Team to provide full-service project/construction management, design and community relations services to the City of Beverly Hills on an as-needed basis and to serve as an agent for the residents and businesses of the City during construction of Metro's $4.5 billion Purple Line subway project. Services include project management, design review, review and development of interagency agreements, review and development of permit conditions, construction management and oversight services, constructability and construction schedule review, community outreach, City Council and Commission presentations, QA/QC and document control.

Metrolink Active Transportation Program - Construction Management Services Phase I – San Bernardino County, CA: Constructability Reviewer for both pre-construction and construction phase services for this multi-location project constructing ADA compliant pedestrian facilities and Class 1 bicycle lanes in Montclair, Upland, Rancho Cucamonga, Fontana, Rialto, and San Bernardino. Services include participation in the evaluation of scheduling of the proposed project; constructability review; construction project advertising, bid analysis, and award; construction inspection; construction surveying, materials testing, landscape inspection, claim mitigation, and contract administration. Abdul provided constructability review during the pre-construction phase.

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I-405 Widening Design and Construction Support Services – Fountain Valley, CA: Project Manager/Construction Manager for the Psomas Team providing the City project management/oversight, civil engineering plan check, and inspection services for the design/build of the $2 billion, I-405 widening project. The project is led by OCTA in cooperation with Caltrans and multiple cities along the project's alignment. The project will improve 16 miles of the I-405 between SR-73 in Costa Mesa and I-605 near the Los Angeles County Line. The project includes adding one regular lane in each direction from Euclid Street to I-605 and making improvements to freeway entrances, exits, and bridges. It also will construct I-405 express lanes, one lane in each direction from SR-73 to I-605.

City of Encinitas Coast Highway 101 Leucadia Streetscape Project Phase 1 – Encinitas, CA: Construction Manager for the reconstruction of the road right-of-way from a 4-lane road to a 2-lane road with roundabouts, bike lanes, new drainage infrastructure, and sidewalks at a construction cost of $12 million. The project work consists of AC paving, sidewalk construction, bioretention, drainage installation (via open-cut trench with deep shoring), roundabout construction, temporary parking construction, signing and striping, signal installation, street lighting, traffic control, irrigation, and landscaping. Coordination is required with an adjacent pedestrian railroad under crossing construction project being administered by SANDAG.

Rancho Vista Boulevard Offramp SR-14 Widening (Measure R) – Palmdale, CA: Resident Engineer for this $12 million Measure R Project. The project relieved traffic congestion on SR-14 between Palmdale Boulevard and Rancho Vista Boulevard and was an operational improvement project. Major components on the project included the addition of one acceleration lane by widening south bound SR-14, the widening of an off-ramp to increase storage for both left-turn and right-turn traffic, and realignment of off-ramp terminus to minimize skew at the Rancho Vista intersection. Contract administration entails inspection, Caltrans contract administration, material testing, source inspection, contractor payments, change orders, SWPPP, claims resolution, and coordination with Caltrans District 7 oversight engineers and other agencies.

Third, Fourth and I Avenue Storm Drain Project – Coronado, CA: Construction Manager for full-time, on-site field inspection of the installation of approximately 2,000 feet of new storm drain pipes ranging in size between 24-inches and 48-inches in diameter. In addition, two storm water pumps will be installed along the new pipe alignment, and the reconstruction of an existing outfall into San Diego Bay including placement of riprap.

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KYLE TROKA, PE, ENV SP

Construction Manager – Psomas



REGISTRATION

2012/IL/Professional Engineer/062069128

EDUCATION

2011/BS/Civil Engineering/University of Illinois, Urbana-Champaign

CERTIFICATIONS

Certified Public Infrastructure Inspector/American Public Works Association/

Fundamentals of Stormwater Pollution and Erosion and Sediment Control Certified (IL)//

Inspection of Erosion and Sediment Control Best Management Practices Certified (IL)//

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers

TRAINING

Competent Person Trained

Confined Space

Personal Protective Equipment Training

EXPERIENCE

With Psomas for 5 years; with other firms for 7 years

Kyle Troka has 12 years experience as a resident engineer and engineer inspector. His areas of expertise include transportation, municipal, and structural engineering; erosion control and traffic control; and construction observation and administration.

Experience

As-Needed Engineering Services for Implementation of the LA Metro Purple Line Extension – Beverly Hills, CA: Assistant Resident Engineer/ Construction Inspector on the Psomas Team to provide full-service project/ construction management, design and community relations services to the City of Beverly Hills on an as-needed basis and to serve as an agent for the residents and businesses of the City during construction of Metro's $4.5 billion Purple Line subway project. Services include project management, design review, review and development of interagency agreements, review and development of permit conditions, construction management and oversight services, constructability and construction schedule review, community outreach, City Council and Commission presentations, QA/QC and document control.

City of Beverly Hills, As-Needed Engineering Services for the Implementation of the LACMTA Purple Line Extension - Segments 1 and 2 - PM – Beverly Hills, CA: Assistant Resident Engineer/Construction Inspector for the Psomas Team to provide full-service project/construction management, design and community relations services to the City of Beverly Hills on an as-needed basis and to serve as an agent for the residents and businesses of the City during construction of Metro's $4.5B Purple Line subway project. Services include project management, design review, review and development of interagency agreements, review and development of permit conditions, construction management and oversight services, constructability and construction schedule review, community outreach, City Council and Commission presentations, QA/QC and document control.

Fiber to the Premise Project – Beverly Hills, CA: Staff Team for project management services to oversee the existing Fiber to the Premise project management team. Psomas' services include oversight of the progress of the work; evaluation of the project plans, specifications, construction contract, and construction methodology; and reporting to the City.

17th Street-Santa Monica College-Exposition Light Rail Bike Path Connection – Santa Monica, CA: Resident Engineer for the City of Santa

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Monica's 17th Street College Exposition Light Rail Bike Path Connection and Roadway Rehabilitation project. A federally funded project that constructed a 1.1-mile protected cycle track on each side of 17th Street, from Wilshire Boulevard to Pico Boulevard, and the installation of bike boulevard treatments and traffic circles at four intersections on Michigan Avenue. Improvements also included new traffic signals, pedestrian lighting, curb ramps extensions, signage, striping, storm drain and pavement resurfacing through the seven intersection 17th Street corridor. Caltrans and Metro permitting and coordination were required. Psomas provided full construction management and inspection services.

4th Street Enhancement Project – Santa Monica, CA: Resident Engineer for the City of Santa Monica's 4th Street Enhancements Expo Linkages ATP Roadway and Bridge Project. A state funded project that constructed roadway and bridge enhancements across the 4th Street Bridge and I-10 Freeway Interchange between Colorado Avenue and Olympic Boulevard/ Drive. The project reconstructed curb ramps and repaved the 4th Street Bridge and I-10 Interchange Ramps. The improvements also included 1000' of bridge fence installation, tree and irrigation installations, new pedestrian and street lighting, traffic signal modifications, and restriping. Significant coordination was required with Caltrans for 4th Street State ROW Encroachment permit. Psomas provided full construction management and inspection services.

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RAMON RUELAS, PE

Construction Manager – Psomas



REGISTRATION

1989/CA/Professional Engineer/Civil/44165

2023/NV/Professional Engineer/Civil/031653

EDUCATION

1985/BS/Civil Engineering/San Diego State University, San Diego

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers

Construction Management Association of America

SKILLS

Alternative Project Delivery

Construction Contract Administration

Dispute Resolution

Project Management

EXPERIENCE

With Psomas for 2 years; with other firms for 37 years

Ramon has over 35 years of project and construction management experience on complex transportation projects throughout Southern California. Ramon is responsible for overseeing large construction programs, determining and assigning project resources, and collaborating with technical teams on design and other issues. He prepares responses to claims, manages program and project budgets, and presents to committees, and third-party agencies, including the FTA, FRA, Caltrans, and the California Public Utilities Commission (CPUC). Prior to joining Psomas, Ramon served as Project Director for SANDAG's $2 billion Mid-Coast Corridor Light Rail extension project.

Experience

SANDAG Division Director for Various Projects including Mid-Coast Corridor – San Diego, CA: Managed the efforts of a large team of agency staff, consultants, and contractors in delivery of multiple projects with a combined value exceeding $2 billion. Responsibilities included managing and overseeing an organization tasked with the delivery of all the Mid-Coast projects from completion of construction through operation, overseeing budget administration of the corridor's projects; forecasting budget needs for support resources; approving expenditures; negotiating and resolving sensitive, significant, and potentially controversial issues associated with the design, budget, environmental impacts, and quality.

SANDAG, Principal Construction Engineer for Various Projects – San Diego, CA: Responsible for managing and supervising development and implementation of construction engineering and management program goals, objectives, policies, and priorities; planning, managing, supervising, and coordinating construction engineering and management budget, staffing, development, and administration. Managed bid/procurement, award, and implementation of construction contracts and construction management contracts. Also prepared and presented written and oral presentations to boards, committees, and other groups and performed additional tasks.

SANDAG/Metropolitan Transit Development Board (MTDB) Various Projects – San Diego, CA: As Project Manager/Resident Engineer and Team Leader, oversaw and monitored efforts of a diverse team of staff, design consultants (civil, structural, landscape), environmental planners, right-of-way consultants, legal consultants, geotechnical consultants, traffic

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RAMON RUELAS, PE (continued)

engineering consultants, and construction management consultants. As Project Manager, accountable and responsible for successfully planning, executing, monitoring, controlling, and reporting progress on the completion of assigned projects.

Caltrans District 11 – San Diego, CA: Project Manager for delivery of 15 CIP projects with a budget of approximately $300M. Responsible for budget and schedule management, resolving resource conflicts, verifying environmental issues are addressed, and maintaining project scope. Led project development teams consisting of design engineers, environmental planners, right-of-way agents, bridge/structural engineers, consultants, and construction managers. Also developed and facilitated the first Risk Management Process for the District.

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BRIAN CULLIGAN, CCM, PMP, LEED AP

Construction Manager – Psomas



EDUCATION

2004/MBA/Business Administration/ California State University, Long Beach

1998/BS/Business Administration/ California State University, Long Beach

CERTIFICATIONS

Certified Construction Manager/Construction Management Association of America, Southern California Chapter

Project Management Professional/Project Management Institute, Inc.

LEED Accredited Professional/U.S. Green Building Council

PROFESSIONAL AFFILIATIONS

Construction Management Association of America, Southern California Chapter

EXPERIENCE

With Psomas for 8 years; with other firms for 14 years

Brian Culligan has 18 years of experience in construction management, project controls, scheduling and cost engineering for ports, transportation, mining, schools, and master planned community projects. Brian is an exceptionally well-rounded construction manager, with certifications in construction management, project management, scheduling, and sustainability.

Experience

City of Long Beach, On-Call Capital Improvement Projects – Long Beach, CA: Project Manager for project/construction management and inspection of various CIP projects citywide including projects with various roadway and facilities improvements. Tenant improvements included structural repairs; bathroom remodeling; community room upgrades; circulation counters; carpet, paint, electrical and mechanical upgrades; demolition, asbestos and lead abatement, sustainability upgrades; landscape and irrigation; parking lot and ADA upgrades; and playground rehabilitation projects.

JOC PM Review Services – Long Beach, CA: Construction Manager Inspector that provided project closeout and punch list assistance as an extension of staff for the Port Inspection Team. Responsible for documenting punch list items using the Contractor's management software; punch list items included: damage to finished surface, equipment or material; documenting missing furniture or equipment and confirmed furniture placement and layout. The Long Beach Civic Center was comprised of four buildings (600,000 square feet) that include a new city hall, civic chambers, headquarters for the Port of Long Beach, and the Billie Jean King Main Library.

Pier B Pump Station Project – Long Beach, CA: Construction Manager responsible for overseeing change order negotiations. The Pier B Pump Station is one of the larger pump stations in the port complex (90,000 gpm capacity) and is owned and operated by the City of Long Beach, an important partner in the project. This project upgrade includes renovations to the wet well, installing a temporary bypass system, forming new concrete walls/piers, replacing the existing catwalk, ladder cage and installing new light fixtures. The pump station renovations included the removal and replacement of (3) existing main mixed flow pumps (approximately 15 tons each) and (1) low flow mixed pump (approximately 5.8 tons), installation of a generator, switchboard, RVSS cabinets, louvers, HVAC system, restroom renovations and new roofing system.

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Parking Structures Lot 2 Rehabilitation – Manhattan Beach/Los Angeles, CA: Project Manager for the rehabilitation of parking structures for Lot 2 in the City of Manhattan Beach. Parking lot 2 consists of Lot 2A, which is a surface lot North of 222 12th Street, and a two-story parking structure on the south side of 12th street. The project included repair of concrete framing with epoxy injection and repair of generalized cracking, spalled, and deteriorated concrete framing and slabs using hand applied techniques. Repaired and replaced deteriorated and de-stressed post-tensioning tendons. Repaired and replaced existing concrete walkways and stairways within the public's accessible path of travel, along with replacement of non-compliant handrails and guardrails. Scope also included sealing of miscellaneous cracks and joints to improve drainage, coating of elevated slabs with waterproof traffic coating and restriping of parking lot layouts. Installed of new concrete walkways and sub-base, new asphalt pavement and sub-base, and new masonry retaining wall and foundation. Replaced existing parking structure lighting with Title 24 compliant LED fixtures and reinstalled salvaged parking meters, signage, and posts. (2016/Psomas)

Pier Comfort Station Rehabilitation – Manhattan Beach/Los Angeles, CA: Project Manager for the overall interior and exterior improvements to the Manhattan Beach Pier Comfort Station. Work included demolition and removal of existing plumbing fixtures including toilets, hand basins, urinal troughs and shower fixtures, and replacing with new. Removal of all types of interior and exterior doors, metal gates, frames and hardware and replacing with new. Additional exterior work included replacement of existing skylights; installation of new powder coated aluminum louvers; repair and/or replacement of damaged existing roof tiles as necessary; replacement of damaged existing veneer CMU tiles; and re-painting and resealing of the exterior of the building and replacement of damaged wall tiles at the exterior shower walls under specific coordination with city designated consultant/artist. Additional interior work also included replacement of existing toilet partitions, removal and replacement of existing wall tile, new elastomeric flooring, installation of new bathroom accessories, and painting of interior walls, ceilings and roof structures. Newly upgraded restroom facilities are in compliance with ADA requirements. Since the Comfort Station project site is located adjacent to the Manhattan Beach Pier and also next to an active pedestrian bike path, the contractor's adherence to their designated site specific safety plans and attention to secure construction site perimeter boundaries and identification was crucial to not affecting the public's use of the beach, pier, and paths of travel.

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DAVID KELLY, PE, DBIA

Construction Manager – Psomas



REGISTRATION

2022/CA/Professional Engineer/Civil/93750

2016/VA/ Professional Engineer/ Civil/0402055149

EDUCATION

2010/BS/Civil Engineering/Virginia Polytechnic Institute and State University, Blacksburg, VA

CERTIFICATIONS

Stormwater Inspector

Designated Design-Build Professional/ Design-Build Institute of America/

Guardrail Installation/ Replacement and Repair

Radiation Safety Officer/Nuclear Gauge Safety

Erosion & Sediment Control Inspector

Soils, Concrete I, and Concrete II (Masonry)/ WACEL Materials Certifications

Work Zone Traffic Control/Advanced

EXPERIENCE

With Psomas for 5 years; with other firms for 8 years

David Kelly is a highly analytical Professional Engineer with over 13 years of experience in the field of Civil Engineering. He has an extensive understanding of project and construction management, materials testing and inspection, and geotechnical engineering practices. Throughout his experience in the private and public sectors, David has developed a reputation for spearheading projects that exceed expectations with efficient productivity.

Experience

On-Call Professional Project Management Services for Various Capital Improvement Projects – Huntington Beach, CA: Project Manager for providing on-call project management services for the City of Huntington Beach as part of Psomas' flexible teams to assist the City in coordinating and managing a range of projects. Our teams work closely with the County, OCTA, Caltrans, other local cities, USACE, RWQCB, AQMD, California Department of Fish and Wildlife, and various utilities to provide successful project deliveries. For the Harbour View Clubhouse Improvements project David provided both project and construction management services during rehabilitation of the existing clubhouse. These tenant improvements will extend the useful life of this facility, while also improving the user experience and increasing rentability of the space

As-Needed Construction Management Services – Long Beach, CA: Project Manager for overseeing the ongoing effort to expand signage throughout the City. Projects have involved gateway and monument signs at entrances to the City, as well as wayfinding signage for residents and visitors alike. Throughout various project sites, duties have included development of design packages, review and coordination with City Management, Caltrans, and other project stakeholders, as well as construction management during installation.

City of Huntington Beach, On-Call Project Management and Construction Management Services – Huntington Beach, CA: Project Manager providing the City and its various departments with program, project, and construction management services.

City of Long Beach, Civil Center Parking Structure – Long Beach, CA: Construction Manager to provide construction management services for this five-level parking structure located at the new Civic Center in Long Beach. The project is located between the Public Safety Building and City Hall

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and when completed, will include 297 stalls used for police department and employee vehicles.

Lincoln Park Redevelopment – Long Beach, CA: Construction Manager for working closely with the Design-Build team during redevelopment of Long Beach's oldest public green space, located at the new Downtown Civic Center. The revitalized park will feature a basketball court, skate park, playground, dog parks, and public restrooms, among other amenities. The project also includes improvements to the adjacent Lincoln Garage, which sits directly below the park and recently-completed Billie Jean King Library.

MacArthur Park Restroom Project – Long Beach, CA: Construction Manager for construction of a new restroom addition at the existing MacArthur Park Community Center. The addition included four single-use restrooms and a maintenance closet with shredder pump. Project involved coordination with Long Beach Water for water and sewer tie-ins.

City of Long Beach, Bay Shore Branch Library Project – Long Beach, CA: Project Manager/Construction Manager for providing both project and construction management services for renovations to the existing Bay Shore Library. This project involves window replacements, lighting upgrades, new ADA ramp construction, and other exterior improvements to this mid-century community library. Scope involved extensive coordination with community stakeholders, Planning, and City Management on final project design.

Bluff Top Park Improvements – Long Beach, CA: Project Manager for providing both project and construction management services during final construction wrap-up and project closeout. This work marked the completion of Phase 1 of the Bluff Top Park Improvements project, preparing the site for a Phase 2 widening of the beachside trail.

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BILL ZEIN, PE, QSD

Construction Manager – Psomas



REGISTRATION

1990/CA/Professional Engineer/Civil/46376

EDUCATION

1985/MS/Civil Engineering/California State University, Long Beach

1982/BS/Civil Engineering/University of Oklahoma

CERTIFICATIONS

Project Management Certificate/University of California, Los Angeles/

Qualified SWPPP Developer/California Water Boards - State Water Resources Control Board/46376

EXPERIENCE

With Psomas for 7 years; with other firms for 32 years

A resourceful problem-solver, Bill has advanced a wide variety of challenging projects in program, project and construction management and civil engineering design. He brings to public agency clients a clear understanding of the public sector, having worked over 20 years as a principal civil engineer for the City of Santa Monica, where he delivered many municipal public works projects, including a major capital improvement program and preparation and implementation of the Expo master cooperative agreement. Bill has been the driving force behind the successful completion of all types of public infrastructure projects with every type of funding source, including iconic building facilities, recreational parks and beach amenities, street and other heavy civil projects. He has planned and managed construction site operations, obtained permits from agencies known for rigorous compliance standards such as the California Coastal Commission, and performed project inspections. This wealth of experience allows Bill to assist clients in anticipating challenges, diffusing conflict, holding the line on project costs, and remaining on schedule. He understands the public sector's unique challenges and tailors his solutions accordingly.

Experience

As-Needed Engineering Services for Implementation of the LA Metro Purple Line Extension – Beverly Hills, CA: Senior Project Manager on the Psomas Team to provide full-service project/construction management, design and community relations services to the City of Beverly Hills on an as-needed basis and to serve as an agent for the residents and businesses of the City during construction of Metro's $4.5 billion Purple Line subway project. Services include project management, design review, review and development of interagency agreements, review and development of permit conditions, construction management and oversight services, constructability and construction schedule review, community outreach, City Council and Commission presentations, QA/QC and document control.

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MICHAEL DEL CID

Construction Manager – Psomas



EDUCATION

2015/MS/Civil Engineering (Structural)/University of Southern California

2014/BS/Civil Engineering/University of California, Davis

EXPERIENCE

With Psomas for 7 years; with other firms for 3 years

Michael Del Cid has 10 years of experience in construction and project management for public projects in California. His responsibilities have encompassed reviewing contractors' submittals, performing field inspections to verify construction is per contract specifications; and providing support in office administration. Michael is also well versed in the use of web-based document control systems to manage and update all construction management files. Other software skills include ABAQUS, AutoCAD, Mathematica, MATLAB, Microsoft Office, Revit, SAP2000, and SketchUp. Michael is also fluent in Spanish.

Experience

Right-of-Way Project Controls Manager – Long Beach, CA: Office Engineer for this project. Michael is currently working under a task order with the City of Long Beach to assist the department with the tracking and inspection of development projects.

Bixby Park Bandshell & Park Improvements-3163000054 – Long Beach, CA: Office Engineer for this project with a budget of $1.05 million to support various improvements at Bixby Park, to extend the useful life of the existing bandshell and improve visitor experience. Tasks include renovation of the bandshell, refurbishment of the historical bandshell door, replacement of park lighting, installation of new ADA picnic tables, park benches, and decorative concrete. Services also include preliminary project management for the renovation of the bandshell.

El Dorado Park Sports Fields Complex – Long Beach, CA: Office Engineer for this project with a budget of $1.5 million to transform four ballfields at El Dorado Park into state-of-the-art recreational spaces. Tasks included replacement of worn-out asphalt paving, refurbishment of dugout fencing, screening, backboards, and benches, and the infields received meticulous laser grading to confirm their optimal condition. Services also included preliminary design and project management for the renovation of the ballfields' restrooms.

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EVERETT BUTCHER, PE

Construction Manager – Psomas



REGISTRATION

2007/CA/General Contractor/ A&B/904632

2003/CA/Professional Engineer/Civil/65620

2002/CA/ Professional Engineer/ Mechanical/32081

EDUCATION

1989/MS/Civil Engineering/University of Illinois, Urbana

1977/BS/Ocean Engineering/ Massachusetts Institute of Technology

TRAINING

Temporary Pedestrian Access Routes Training

EXPERIENCE

With Psomas for 11 years; with other firms for 28 years

Everett (Butch) Butcher has over 36 years of experience in providing project management services for large civil engineering construction projects. His background includes program and project development and execution for land development, planning, contracting, construction, environmental, public works, transportation, and utilities.

Experience

Rosecrans Avenue Arterial Improvement – Gardena, CA: Resident Engineer for this $4 million, Measure R funded project. The project spanned the entire right of way of this major, two-mile-long arterial crossing. Project work included removal of the center turn lane pavement, installation of raised medians, stamped colored concrete, landscaping, irrigation, driveways, sidewalks, curb ramps, traffic signal improvements, mill and overlay asphalt concrete pavement, and signage and striping. The project also required close coordination with the owners of multiple fuel pipelines and other underground facilities within the project boundaries, and with adjacent business and residential property owners and tenants.

Vermont Avenue Arterial Improvements Project – Gardena, CA: Resident Engineer for this $1.4 million project which consisted of work on 2.4 miles of Vermont Avenue to the City of Los Angeles border. Project work included improvements in curb ramps, sidewalks, driveways and traffic signals, full depth remove and replace PCC and AC pavement, grind and overlay AC pavement, slurry seal, and improve and replace signage and striping.

City of Hermosa Beach, On-Call Project and Construction Management Services – Hermosa Beach, CA: Project Manager for various state and federally funded capital improvement projects for the City of Hermosa Beach. Services included consultant selection and management, complete project management from planning through construction phase services, bond and grant management, bid and award services, construction management and inspection, and project close-out. Capital improvement projects included Pier Renovation Phase III, Aviation Street Tree Project, Pier Clock Barrier, Pier Concrete Deck Treatment, Manhattan Avenue Street Improvements, Pier Avenue and North Parking Structure Restriping, Beach Restroom Rehabilitation, Community Center, Various Street Improvements, and Police Department HVAC Upgrades.

Belmont Plaza Beach Center, Structural Evaluation – Long Beach, CA: Construction Manager for the $2.9 million demolition project of the

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seismically inadequate Belmont Olympic Pool facility and adjacent restaurant and locker room structures. Project included salvage of certain items within the building; containment, removal, and disposal of asbestos and lead contaminated materials, removal, and disposal of other hazardous material, such as pool chemicals and electronic waste; removal of interior fittings, fixtures, and furnishings; demolition of the building superstructures; surrounding flatwork, foundations, and piling to two feet below finish grade; dust control; removal and disposal of debris; final and rough grading; and finish cover with beach sand. This high public interest project adjacent to heavily used recreational facilities received daily scrutiny from neighbors and recreational patrons.

City of Long Beach, Demolition of the Existing Belmont Pool Facility – Long Beach, CA: Construction Manager for construction management services for the demolition of the existing Belmont Pool facility. Demolition of the facility was in preparation for the new facility. Demolition activities included salvage of select items from the facility, removal and disposal of hazardous building materials, protection of mature growth trees and grass area in the park to the north of the facility, rough grading and finish grading of building site, and restoration of park irrigation and landscaping.

Alamitos Avenue Rehabilitation Between 7th Street and Orange Avenue – Long Beach, CA: Resident Engineer for this $1.3 million project which was 4,700 feet long and included the repair and replacement of various existing Portland Cement concrete (PCC) improvements (sidewalk, curb and gutter, curb ramps, driveways, alley entrances, cross gutters, other). Construction also included grinding PCC and asphalt concrete pavement and overlay with AC (2,400 tons) and asphalt rubber hot mix (ARHM) (3,000 tons) as well as minor traffic signal modifications and upgrades and signing and striping.

Orange Avenue Improvements between 52nd and 64th Streets – Long Beach, CA: Construction Manager for this $2.3M project which was 7,750 feet long and included trimming and root shaving, removal of 29 trees, repair and replacement of existing PCC improvements including sidewalks, curb and gutters, and 70 curb ramps, and replacement of old signals. Construction also included grinding PCC and AC pavement and overlay with AC (3,000 tons) and asphalt rubber hot mix (ARHM) (5,000 tons), as well as minor traffic signal modifications and upgrades and signing and striping.

Bellflower Boulevard between PCH and Atherton Street – Long Beach, CA: Construction Manager for the repaving and reconfiguration from Atherton Street to Pacific Coast Highway. The project eliminated one northbound vehicle travel lane and includes new parking-protected bike lanes with green bollards along Bellflower Blvd. in both the northbound and southbound directions. The protected bike lanes provide a safer north-south bike connection from the neighborhoods of Los Altos and Alamitos Heights to CSULB. The project included traffic calming and multimodal improvements including continental crosswalk markings and ADA upgrades along the 1.1-mile corridor.

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GLENN K. DEA, AIA, ADAC, CASP

ADA Specialist – Psomas



REGISTRATION

1996/CA/Licensed Architect/C-26299

2017/UT/Licensed Architect/10199281-0301

EDUCATION

1988/BArch/ Architecture/California Polytechnic State University, San Luis Obispo

CERTIFICATIONS

Accessibility Inspector/ International Code Council/1063102

Certified Access Specialist/Certified Access Specialist Institute/CASp-012

PROFESSIONAL AFFILIATIONS

American Institute of Architects

Certified Access Specialist Institute

ASTM Committee F08 on Sports Equipment and Facilities

EXPERIENCE

With Psomas for 7 years; with other firms for 29 years

Glenn Dea is a licensed architect in the states of California and Utah, and an ICC-certified accessibility inspector/plans examiner. Glenn has been employed in the architecture and construction industry since 1988 and has served in a variety of capacities including project architect, construction specifier, preservation consultant, and accessibility specialist. Since 2001, Glenn's practice has focused on compliance with federal and state accessibility standards, Americans with Disabilities Act (ADA) Transition Plan services, and accessible design covering buildings, sites, and pedestrian facilities in public rights-of-way. This practice has encompassed accessibility surveys, plan reviews, and code analyses for numerous corporate, education, and governmental clients. Glenn is a provider of technical assistance to attorneys and other clients to assist in the resolution of lawsuits, complaints, and claims related to state and federal access laws.

Experience

As-Needed Engineering Services for Implementation of the LACMTA Purple Line Extension - Segment 2 - CM – Beverly Hills, CA: ADA Specialist for providing full-service project/construction management, design, and community relations. Services include project management, design review, review and development of interagency agreements, review and development of permit conditions, construction management and oversight services, constructability and construction schedule review, community outreach, City Council and Commission presentations, QA/QC, and document control.

Independent Licensed Architect ("ILA") Accessibility Evaluation Services – Oxnard Transit Center – Oxnard, CA: Architect for the Psomas multi-discipline team to conduct an accessibility evaluation of the Oxnard Transit Center intercity rail station ('Station'), located at 201 E. Fourth Street, Oxnard, California 93030. The United States Department of Justice ("US DOJ") approved Psomas for purposes of fulfilling those ILA services as set out in the Settlement Agreement. Glenn provided professional services as an Independent Licensed Architect ("ILA"), under terms of a Settlement Agreement between the City of Oxnard and the United States, effective March 3, 2021 (USAO No. 2017V02126, DJ No. 204-12C-485).

Upper Amargosa Creek Recharge Project – Palmdale, CA: ADA Specialist for this $6.2 million flood control, water conservation, habitat restoration and recreational open space project. The project is modifying the existing

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alignment of the Upper Amargosa Creek to construct 11 new off-channel groundwater recharge basins for increased groundwater recharge to the Antelope Valley Groundwater Basin.

Metrolink Active Transportation Program - Construction Management Services Phase I – San Bernardino County, CA: ADA Specialist for both pre-construction and construction phase services for this multi-location project constructing ADA compliant pedestrian facilities and Class 1 bicycle lanes in Montclair, Upland, Rancho Cucamonga, Fontana, Rialto, and San Bernardino. Services include participation in the evaluation of scheduling of the proposed project; constructability review; construction project advertising, bid analysis, and award; construction inspection; construction surveying, materials testing, landscape inspection, claim mitigation, and contract administration. Glenn managed site evaluation, plan review, and accessibility code analysis services for the project's pedestrian facilities to confi compliance with ADA and California accessibility regulations.

Independent Licensed Architect ("ILA") Accessibility Evaluation Services – Camarillo Intercity Rail Station – Ventura, CA: Architect for a Psomas multi-discipline team to conduct an accessibility evaluation of the Camarillo Intercity Rail Station, located at 30 Lewis Road, Camarillo, California 93012. The United States Department of Justice ("US DOJ") approved Glenn and Psomas for purposes of fulfilling those ILA services as set out in the Settlement Agreement. Glenn provided professional services in the capacity of Independent Licensed Architect ("ILA"), under terms of a Settlement Agreement between the Ventura County Transportation Commission (VCTC), and the United States, effective March 15, 2021 (USAO No. 2018V00600, DJ No. 204-12C-493).

ADA Transition Plan Implementation Phase 1, Riverside Community College District – Riverside, CA: As Project Manager/Accessibility Specialist provided construction phase services for the District's Phase I barrier removal projects on the campus of Riverside City College and at District Offices/Alumni House. Glenn served as architect in responsible charge for these projects from initial design phases through construction and closeout phases.

ADA Ramp and Stairway, Malibu Unified School District – Santa Monica, CA: As Architect/Accessibility Specialist provided architectural services covering the redesign of the existing path of travel and pedestrian circulation paths. Glenn served as architect in responsible charge for these projects from initial design phases through construction and closeout phases.

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KANNA G. VANCHESWARAN, PE, PMP

Construction Manager – Psomas



REGISTRATION

2005/CA/Professional Engineer/Civil/68206

EDUCATION

1989/ME/Civil Engineering/State University of New York, Buffalo

1985/BE/Civil Engineering/Birla Institute of Technology and Science, Pilani, India

CERTIFICATIONS

Project Management Professional/Project Management Institute, Inc./

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers

EXPERIENCE

With Psomas for 2 years; with other firms for 33 years

Kanna has 35 years experience managing public works projects working in the public and private sectors. He has managed building and infrastructure projects from small improvements to full scale replacement projects.

Experience

As-Needed Engineering Services for Implementation of the LA Metro Purple Line Extension – Beverly Hills, CA: Project Manager on the Psomas Team to provide full-service project/construction management, design and community relations services to the City of Beverly Hills on an as-needed basis and to serve as an agent for the residents and businesses of the City during construction of Metro's $4.5 billion Purple Line subway project. Services include project management, design review, review and development of interagency agreements, review and development of permit conditions, construction management and oversight services, constructability and construction schedule review, community outreach, City Council and Commission presentations, QA/QC and document control. 06/2022 to Present

Purple Line Extension-North Portal and Settlement Agreement – Los Angeles, CA: Resident Engineer for the Psomas Team to provide full-service project/construction management, design and community relations services to the City of Beverly Hills on an as-needed basis and to serve as an agent for the residents and businesses of the City during construction of Metro's Purple Line subway project.

City Engineer/Director of Public Works, Water and Power – Cerritos, CA: As City Engineer/Director of Public Works, Water and Power supervised services that included managing an annual budget of $45 million and overseeing environmental, engineering, maintenance and parks and trees divisions. Supervised 90 full time and 10 part time employees and managed the water and electric utilities.

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TIMOTHY ALLISON, PE

Construction Manager – Psomas



REGISTRATION

1987/CA/Professional Engineer/Civil/41696

EDUCATION

1983/BS/Civil Engineering/Syracuse University, Syracuse, NY

TRAINING

Temporary Pedestrian Access Routes Training

EXPERIENCE

With Psomas for 1 year; with other firms for 38 years

Tim Allison is an experienced Program and Project Manager with a track record of managing large capital projects and programs for public agencies. Tim excels in leading teams, coordinating consultants, and addressing inquiries related to projects, permits, and disputes. His expertise includes 3rd party plan reviews, permitting, and construction oversight, ensuring compliance and successful project delivery. Tim demonstrates exceptional contract management skills, attention to detail, and an ability to develop and maintain valuable relationships with stakeholders.

Experience

San Diego Metropolitan Transit System, Mid-City Rapid Project – San Diego, CA: MTS Project Manager/Liaison for this limited-stop transit service between San Diego State and Downtown San Diego. The 10-mile project included new bus/transit shelters and street improvements.

San Diego Metropolitan Transit System, SuperLoop Rapid Transit Project – San Diego, CA: MTS Project Manager/Liaison for this project which provides frequent, high-speed service, and innovative vehicle amenities. Each uniquely branded station includes a shelter, seating, energy-efficient lighting, and electronic signage indicating the arrival of the next vehicle. In addition, many shelters include lean rails or seat walls. Other improvements include improvements to roadways and traffic signals, vehicle turnouts, new vehicle stations, signage, rider waiting areas, improved seating and lighting, a dedicated bike lanes, and open space improvements.

San Diego Metropolitan Transit System, Downtown Rapid Stations Project – San Diego, CA: MTS Project Manager/Liaison for 11 uniquely branded stations built along or near major transportation corridors to serve high-frequency, limited stop service. Project elements included improved/new stations, upgraded passenger amenities, improvement to enhance the pedestrian experience, 16-foot-tall pylon signs at each end of the stations, digital screens, built-in security cameras, station shelters, upgraded sidewalks, crosswalks, curb ramps, and landscaping.

San Diego Metropolitan Transit System, South Bay Rapid Project – San Diego, CA: MTS Project Manager/Liaison for this project which includes 12 stations along a 26-mile route. At the heart of the project is the dedicated transit guideway which is a nearly six-mile-long transit-only lane constructed in the median.

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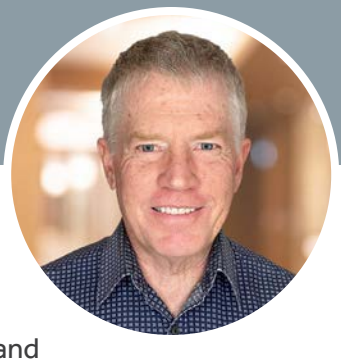
EUGENE HIGGINBOTHAM, ENV SP

Construction Inspector – Psomas



EDUCATION

Coursework/University of Utah

Coursework/ Construction Management Certification/University of California, Los Angeles

EXPERIENCE

With Psomas for 5 years; with other firms for 28 years

Gene has 33 years of experience managing and inspecting high-profile public works projects in high tourist and public areas. His experience ranges from a variety of projects funded by municipal, LA Metro, state and federal agencies. He has worked on all aspects of corridor upgrades and street realignments, including removal and relocation of utilities, traffic and pedestrian controls, detours, landscape improvements, and surface restoration.

Experience

As-Needed Engineering Services for Implementation of the LA Metro Purple Line Extension – Beverly Hills, CA: Construction Inspector on the Psomas Team to provide full-service project/construction management, design and community relations services to the City of Beverly Hills on an as-needed basis and to serve as an agent for the residents and businesses of the City during construction of Metro's $4.5 billion Purple Line subway project. Services include project management, design review, review and development of interagency agreements, review and development of permit conditions, construction management and oversight services, constructability and construction schedule review, community outreach, City Council and Commission presentations, QA/QC and document control. Gene assisted with the development of additional city standards for implementation of finish surface treatments along the Wilshire Boulevard corridor.

Replace "Public Works Inspector" with "Engineering Project Specialist" – Santa Monica, CA: Providing construction management, public outreach and observation services for an extensive variety of public works projects. Gene spent more than 30 years at the City of Santa Monica working on a variety of public works projects starting as Sr Public Works Inspector to Construction Manager. Projects were managed from inception through bidding and on to construction completion.

2017/2018 Annual Sewer Main Replacement – Santa Monica, CA: Project oversight including quality control, inspection, public outreach and close-out. Project included open-cut trenching in residential neighborhoods, pipe installation, and street restoration.

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EUGENE HIGGINBOTHAM, ENV SP (continued)

4th Street Enhancement Project – Santa Monica, CA: Construction Inspector for the City of Santa Monica's 4th Street Enhancements Expo Linkages ATP Roadway and Bridge Project. A state funded project that constructed roadway and bridge enhancements across the 4th Street Bridge and I-10 Freeway Interchange between Colorado Avenue and Olympic Boulevard/Drive. The project reconstructed curb ramps and repaved the 4th Street Bridge and I-10 Interchange Ramps. The improvements also included 1000' of bridge fence installation, tree and irrigation installations, new pedestrian and street lighting, traffic signal modifications, and restriping. Significant coordination was required with Caltrans for 4th Street State ROW Encroachment permit. Psomas provided full construction management and inspection services.

Third Street Fountain Enhancements – Santa Monica, CA: Oversight of concrete restoration and landscape. Coordinated project with City and downtown stakeholders.

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JASON HEALY

Construction Inspector – Psomas

TRAINING

Confined Space

CPR/First Aid

OSHA 30-hour Safety

EXPERIENCE

With Psomas for 2 years; with other firms for 19 years

Jason has 21 years of experience in civil construction from laborer and to management. He has a strong body of knowledge and experience that is an asset on the jobsite. He is proficient at team building, site management, and plan reading for pipeline (water, sewer, storm), grading, paving, heavy equipment operations (heavy highway), pump stations, and transmission mains projects.

Experience

As-Needed Engineering Services for Implementation of the LA Metro Purple Line Extension – Beverly Hills, CA: Construction Inspector on the Psomas Team to provide full-service project/construction management, design and community relations services to the City of Beverly Hills on an as-needed basis and to serve as an agent for the residents and businesses of the City during construction of Metro's $4.5 billion Purple Line subway project. Services include project management, design review, review and development of interagency agreements, review and development of permit conditions, construction management and oversight services, constructability and construction schedule review, community outreach, City Council and Commission presentations, QA/QC and document control.

As-Needed Engineering Services for Implementation of the LACMTA Purple Line Extension - Segment 2 - CM – Beverly Hills, CA: Construction Inspector for providing full-service project/construction management, design, and community relations. Services include project management, design review, review and development of interagency agreements, review and development of permit conditions, construction management and oversight services, constructability and construction schedule review, community outreach, City Council and Commission presentations, QA/QC, and document control.

San Marcos Creek Project – San Marcos, CA: As Civil Inspector, worked on wet utility infrastructure (water, sewer, and storm drain), sidewalks, grading and paving as well as pedestrian and vehicular bridges. In addition to the field work, Jason scheduled subcontractors, coordinated pre-activity meetings, and documented the daily progress of the site. The San Marcos Creek project adds needed infrastructure to relieve long-standing flooding issues, preserve creek habitat and improve everyone's ability to walk, bike and drive throughout the area.

The project has created two bridges, 1.5 miles of walk path, and new water, sewer and major storm drain overhaul, while keeping the natural surrounding habitats accessible to local wildlife.

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ANTHONY GUZMAN, QSP, CISSEC

Construction Inspector – Psomas



EDUCATION

2015/Coursework/ Reinforced Concrete/ Gary Larson Inspector School

CERTIFICATIONS

Certified Erosion, Sediment and Storm Water Inspector/ Certified Inspector of Sediment and Erosion Control, Inc./2354

Qualified SWPPP Practitioner/Certified Inspector of Sediment and Erosion Control, Inc./26705

EXPERIENCE

With Psomas for 4 years; with other firms for 14 years

Anthony Guzman has more than 18 years of experience in the construction management industry. His experience includes managing crews, communicating with inspectors and agency (Caltrans) officials. When necessary, Anthony has worked with state and federal inspectors ensuring all work was OSHA certified and met or exceed state and federal regulations.

As Underground Structure Foreman Anthony was responsible for ordering materials and maintaining proper inventory levels and interacting and communicating with Caltrans officials on a daily basis. He was in charge of reinforced concrete and HDPE pipe installation; plastic and clay sewer line pipe installation; building draining and sewer structures from manholes, headwalls, and catch basins; and all aspects of pipeline backfill excavation, pressure testing of sewer lines, water line installation, and pressure testing. He oversaw and managed a crew ensuring all aspects of each task was completed accurately, safely, and on-time. Anthony has worked with State and Federal inspectors ensuring all work was OSHA certified and met or exceeded federal and state regulations.

Experience

As-Needed Engineering Services for Implementation of the LACMTA Purple Line Extension - Segment 2 - CM – Beverly Hills, CA: Construction Inspector for providing full-service project/construction management, design, and community relations. Services include project management, design review, review and development of interagency agreements, review and development of permit conditions, construction management and oversight services, constructability and construction schedule review, community outreach, City Council and Commission presentations, QA/QC, and document control.

Century Boulevard Mobility Improvements – Inglewood/Los Angeles, CA: Construction Inspector for this 30-inch Jointed Plain Concrete Pavement (JPCP) replacement project. The project reconfigured and improved approximately three miles of infrastructure on Century Boulevard between La Cienega (west of I-405) and Van Ness Avenue in the east. Improvements along the corridor included the addition of exclusive dedicated right-and left-turn lanes at major intersections, installation of raised landscaped medians, traffic signals, and streetlight upgrades, crosswalk and sidewalk improvements, installation of bus shelters and concrete bus pads, and parkway landscaping.

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ANTHONY GUZMAN, QSP, CISSEC (continued)

Crenshaw Boulevard Rehabilitation – Torrance, CA: Inspector responsible for preparing construction documents for the roadway rehabilitation of Crenshaw Boulevard from 190th Street to 182nd Street, and intersection enhancements at I-405 Freeway southbound ramps to increase capacity. Improvements include traffic signal modifications, right-turn pockets, restriping, curb and sidewalk repairs, and ADA compliant ramp upgrades. Processed Caltrans Encroachment Permit for freeway modifications and Federal Transportation Improvement Program (FTIP) local assistance funding applications.

Citywide Public Works Inspection – Burbank, CA: Public Works Inspector for wide variety of street improvements involving busy downtown roadways. Inspected projects ranging from rehabilitation of concrete and asphalt pavement, slurry seal, sidewalks, curb and gutter, landscaping, sewer lines and laterals, power poles removal and replacement. Monitored and documented compliance with plans, specifications, standard specifications and standard plans on several simultaneous projects. Monitored proper implementation of traffic controls in accordance with approved traffic control plans. Confirmed proper notification of residents and businesses prior to construction. Provided coordination between contractor and City engineering staff.

I-5 HOV Improvement Project (between Avenida Pico and Avenida Vista Hermosa) – San Clemente, CA: Public Works Inspector for the third and final segment of the $275 million I-5 High-Occupancy Vehicle (HOV) Lane Extension initiative. This segment was named the ASCE OC 2019 Construction Project of the Year. Called in all scheduled I-5 and Avenida Pico lane closures to Caltrans Traffic Control Management. Inspected drainage system and other structures. Inspected construction of the I-5 mainline roadway of lean concrete base (LCB), jointed plain concrete pavement (JPCP) and rubberized asphalt mix (RHMA-G) overlay. Inspected Avenida Pico removal and replacement of ADA pedestrian ramps, curb and gutter and asphalt overlay. Monitored staffing and equipment. Participated in 55-hour closure of I-5 northbound on-ramp and off-ramp at Avenida Pico. Inspected change order construction of three overhead sign structures.

I-10 Freeway Signage Improvement Project – Santa Monica, CA: Inspector to remove and replace several freeway signs in Santa Monica on the I-10. Inspected installation of new signage foundation pedestals and overall compliance with plans and specifications. All work was performed overnight, with some activities requiring freeway lane closures.

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ROBERT DUFFY, QSP

Construction Inspector – Psomas



CERTIFICATIONS

Qualified SWPPP Practitioner/California Stormwater Quality Association/26617

EXPERIENCE

With Psomas for 6 years; with other firms for 38 years

Robert Duffy has over 40 years of experience in the construction industry performing inspection, contract administration and construction management duties on civil construction projects. Various projects were water related construction projects including pipelines, pump stations, pressure reducing stations, lift stations, storage and treatment facilities. They have included CIP retaining walls, box culverts and other reinforced concrete structures, drainage facilities, surface improvements and road construction working with both the public and private sectors.

Experience

Normandie Avenue Street Improvements – Gardena, CA: Construction Inspector for PS&E preparation of the City's Street Improvement Project consisting of roadway and parkway improvements from Redondo Beach Boulevard to Artesia Boulevard. The project will improve current roadway conditions, improve localized drainage deficiencies within the curb and gutter, and improve overall ADA accessibility. Construction inspector responsible for technical support and construction inspection services to the City of Gardena in support of the construction administration of the Normandie Avenue Street Improvements. Psomas services included daily inspection, preparation of daily reports, photo documentation, participation in conflict and change order resolution, participation in weekly contractor meetings with the City, progress review meetings, final punch list preparation, and preparation of as-built markups to supplement contractor's records.

As-Needed Engineering Services for the Implementation of the LACMTA Purple Line Extension – Beverly Hills, CA: Construction Inspector for the Psomas team under the City of Beverly Hills' as-needed contract. Bob provided inspection services during construction of Metro's Purple Line subway project. Services include project management, design review, review and development of interagency agreements, review and development of permit conditions, construction management and oversight services, constructability and construction schedule review, community outreach, City Council and Commission presentations, QA/QC and document control.

Century Boulevard Mobility Improvements, Inglewood – Inglewood, CA: Construction Inspector for this 30-inch Jointed Plain Concrete Pavement (JPCP) replacement project that reconfigured and improved approximately three miles of infrastructure on Century Boulevard. Improvements along

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the corridor include the addition of exclusive dedicated right- and left-turn lanes at major intersections, installation of raised landscaped medians, traffic signals and streetlight upgrades, crosswalk and sidewalk improvements, installation of bus shelters and concrete bus pads, and parkway landscaping.

Construction Inspection for Transbay Pump Station Evaluation/Repairs (Phase 1 and 2) – Coronado, CA: Construction Inspector for construction inspection services during Phase 1 and Phase 2 of the City's Transbay Sewer Pump Station. This vital pump station pumps the sewage received from all residential, commercial, and military facilities within Coronado city limits across the bay to the City of San Diego wastewater system. The pump station, constructed in 1971, was badly in need of improvements. Phase 1 improvements focused on facilitating pump maintenance. Phase 2 involved major improvements, including a temporary sewage bypass pumping system, repairs, and upgrades. Construction inspector responsible for technical support and construction inspection services to the City of Coronado in support of the construction administration of the Phase 1 and Phase 2 improvements. Psomas services included daily inspection, preparation of daily reports, photo documentation, participation in conflict and change order resolution, participation in weekly contractor meetings with the City, progress review meetings, final punch list preparation, and preparation of as-built markups to supplement contractor's records.

Coast Highway 101 Leucadia Streetscape Project Phase 1 – Encinitas, CA: Construction Inspector for the reconstruction of the road right-of-way from a 4-lane road to a 2-lane road with roundabouts, bike lanes, new drainage infrastructure, and sidewalks at a construction cost of $12 million. The project work consists of AC paving, sidewalk construction, bioretention, drainage installation (via open-cut trench with deep shoring), roundabout construction, temporary parking construction, signing and striping, signal installation, street lighting, traffic control, irrigation, and landscaping. Coordination is required with an adjacent pedestrian railroad under crossing construction project being administered by SANDAG. Construction Inspector responsible for technical support and construction inspection services to the City of Encinitas in support of the construction administration of the Coast Highway 101 Leucadia Streetscape Project Phase 1. Psomas services included daily inspection, preparation of daily reports, photo documentation, participation in conflict and change order resolution, participation in weekly contractor meetings with the City, progress review meetings, final punch list preparation, and preparation of as-built markups to supplement contractor's records.

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CHARLIE BRICENO

Construction Inspector – Psomas

TRAINING

CPR/First Aid

Temporary Pedestrian Access Routes Training

EXPERIENCE

With Psomas for 2 years; with other firms for 25 years

Charlie has 27 years of construction experience providing underground foreman services for both private and public developments. He began his career as a Labor/ Leadman and now a foreman, Charlie oversees storm drain structures, sewer and water structures, sidewalks, curb and gutter, ADA ramps, drainage, pipes, and dry utilities. He also has extensive experience coordinating with Caltrans and municipalities when managing a project which includes night work.

Experience

As-Needed Engineering Services for Implementation of the LA Metro Purple Line Extension – Beverly Hills, CA: Construction Inspector on the Psomas Team to provide full-service project/construction management, design and community relations services to the City of Beverly Hills on an as-needed basis and to serve as an agent for the residents and businesses of the City during construction of Metro's $4.5 billion Purple Line subway project. Services include project management, design review, review and development of interagency agreements, review and development of permit conditions, construction management and oversight services, constructability and construction schedule review, community outreach, City Council and Commission presentations, QA/QC and document control.

Carpinteria Casitas Pass Road/Linden Avenue, U.S. 101 – Carpinteria, CA: As Lead Underground Foreman, responsible for installing Storm Drain 18-inch thru 72-inch HDPE black corrugated pipe slurry backfill all pipes, form and pour Caltrans drainage inlets and city catch basins, cast in place storm drain manholes, sewer manholes, headwalls with wing walls, retaining walls, order dewatering equipment, jack and bore pits for storm drain and irrigation crossings, replace damaged curb and gutter segments, sidewalks, coordinate with traffic control for day and night work to remove and replace freeway panels due to storm drain installation. Inspection agencies involved Caltrans and NV5. (

U.S. 50/South Shore Community Revitalization – South Lake Tahoe, CA: As Underground/Structures Foreman, responsible for removing existing SD (RCP) and replacing with HDPE corrugated black pipe. Pipe sizes were from 12 inches to 36 inches, all SD backfilled with two sack slurry. Set pre-cast MHs, form, cast-in-place Dis, placed curb and gutter, ADA ramps, coordinated with Caltrans.

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CHARLIE BRICENO (continued)

Westside Parkway – Bakersfield, CA: (Security paving): As Underground Foreman, responsible for installing Storm Drain RCP and HDPE black corrugated pipe from 18-inch thru 60-inch. Form and pour Caltrans Drainage inlets G-1,G-2,G-3,G-4,G 5,GD1, and GT3. Catch basins with angle iron, headwalls, cast in place storm drain manholes, sewer manholes, stack manhole shafts, curb and gutter, sidewalks, ADA ramps, sidewalk drains, riprap, jack and bore pits, notify proper agencies when digging around gas and oil. Inspection agencies included Caltrans, California Water Service Company, Shell Pipeline, County of Kern, Nolte, NV5, Public works, City of Bakersfield, Mendoza & Associates.

Empire/Burbank, I-15 – Burbank, CA (Security paving): Underground Foreman. Responsible for forming and pouring three Gross solid removal device structures from start to finish, install 24-inch slotted pipe in center median and pour concrete, pump station, replace damaged section of curb and gutter, sidewalk, install temporary drainage for railroad. Inspection agency was Caltrans.

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MOHAMMED HAQQANI

Construction Inspector – Psomas

EDUCATION

1978/BS/Engineering/ Osmania University, Hyderabad, India

TRAINING

Temporary Pedestrian Access Routes Training

EXPERIENCE

With Psomas for 2 years; with other firms for 24 years

Mohammed has over 26 years of experience in an electrical design and implementation environment. Have strong experience in Electrical Engineering Design, Production, Installation and Maintenance. An excellent team player who enjoys the challenges associated with electrical projects. Mohammed is organized and has a positive attitude along with a strong work ethic. As a self-motivated, resourceful, versatile, and detail-oriented individual, Mohammed has the ability to lead in a collaborative team environment and quickly meet project requirements.

Experience

Traffic Signal Modification Improvements at Eight Intersections – Fountain Valley, CA: Electrical Inspector for Psomas' contract to provide pre-construction, construction and construction close-out services for implementation of traffic signal modification improvements for eight intersections within the City, and providing a protected left-turn phase at eight intersections including improved signal hardware, lenses, back-plates, and additional required equipment at Edinger Avenue at Ward Street; Brookhurst Street at Heil Avenue; Harbor Boulevard at Lilac Avenue, Magnolia Street at Slater Avenue, Euclid Street at Slater Avenue, Warner Avenue at Los Jardines West, Ellis Avenue at Bushard Street, and Ellis Avenue at Ward Street.

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9 Disciplinary Actions

There are no disciplinary actions against all licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors).

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10 Legal Exceptions

We respectfully ask the City for the following changes to the Consultant Agreement. Additions are in blue and redactions are striked in ~~orange~~. We are confident and open to discussing this request with the City and can come to an amenable outcome for this contract.

6. PERSONNEL. City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its reasonable~~sole~~ discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be voluntarily replaced without the prior written consent of City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, ~~return receipt requested,~~ is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include ~~contractual~~ liability that would exist in the absence of a contract. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds (excluding Workers' Comensation and Professional Liability Insurance): "The City Gardena and its elected and appointed boards,

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officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not ~~terminate, be suspended, or voided, nor shall it~~ be cancelled, ~~nor the coverage or limits reduced,~~ until thirty (30) days after written notice is given to City, ten (10) days for cancellation due to nonpayment of premium."

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies (with redaction of confidential / proprietary information if necessary) to City within three (3) days of any such request by City.

13. INDEMNIFICATION. Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the negligent, reckless, or intentionally wrongful performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the negligent, reckless, or intentionally wrongful work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the ~~sole~~active negligence or willful misconduct of the

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City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

19. CONFIDENTIALITY CLAUSE. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in ~~strictest~~ confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement~~, the terms of which have been previously approved by City~~. Consultant agrees to implement reasonable physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

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PSOMAS

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Los Angeles, CA 90017

213.223.1400

www.Psomas.com

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH
TAIT & ASSOCIATES, INC

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **TAIT & Associates, Inc.,** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - General Civil Engineering Design

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9, 2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in

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progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently

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and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall

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comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	TAIT & Associates, Inc 701 Parkcenter Drive Santa Ana, CA 92705 Attn: Jacob Vandervis COO/Vice President

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

Tasha Cerda, Mayor

ATTEST:

Mina Semenza, City Clerk

APPROVED AS TO FORM:

Carmen Vasquez, City Attorney

CONSULTANT – TAIT & Associates, Inc.

Jacob Vandervis
Name

Sign: Jacob Vandervis
Title: Vice President, COO

Jason Jones
Name

Sign: Jason Jones
Title: CFO

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference. In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:
City of Gardena
1700 West 162nd Street
Gardena, California 90247
Attn: Allan Rigg
Director of Public Works

To Consultant:
XYZ
Address
XXXX, CA #####
Attn: Name
Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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CITY OF GARDENA

General Civil Engineering Design On-Call Professional Services

Response to Request for Qualifications (RFQ) • June 13, 2024



60 YEARS OF TAIT
SINCE 1964

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Cover Letter

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June 13, 2024

Kevin Kwak, Assistant Public Works Director
City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247

RE: REQUEST FOR QUALIFICATIONS FOR GENERAL CIVIL ENGINEERING DESIGN ON-CALL

TAIT & Associates, Inc. (TAIT) is pleased to provide the City of Gardena with this Statement of Qualifications (SOQ) for General Civil Engineering Design On-Call Professional Services.

TAIT at a Glance. At TAIT, we have provided innovative engineering solutions to our clients for more than 60 years. We understand that public projects have unique challenges, and with 220 associates, we have the right blend of professional engineers, architects, surveyors, environmental assessors, and construction personnel with the experience necessary to address critical and big picture concerns. Founded in 1964 in Orange County, TAIT has built long-standing relationships with state and local agencies throughout Southern California, and consistently creating partnerships with the agencies we serve. For the past decade, we have proudly served as the on-call engineers for many cities, demonstrating our expertise and reliability.

Expertise and Experience. TAIT's experienced personnel have expertise in various facets of civil engineering, planning, and design services, including **roadways, utilities, drainage, surveying, mapping, water quality, water and wastewater, site development, site remediation, and fueling systems.** *We have been selected as an on-call engineering consultant for numerous public works agencies, including the Cities of Diamond Bar, Newport Beach, Lake Forest, Irvine, Norco, the Port of Long Beach, and the County of Orange.*

Project Team. TAIT has a proven team of trusted subconsultants. Our tried and true team of sub-consultants including **SoCalGeo Geotechnical Engineering**, **TJW Traffic Engineering, CDPC Landscape Architecture, and GMU.**

Commitment to Service. We aim to act as an extension of the City's staff placing a strong emphasis on Customer Service, which remains one of TAIT's Goals **"To Completely Satisfy our Customers"**. **David Sloan, P.E.**, will be the **Project Manager** and main point of contact for TAIT's services and can be reached at our Santa Ana office at 701 Parkcenter Drive, phone number 714-560-8200 ext. 643, and email dsloan@tait.com. **Jacob Vandervis, P.E.** is the **Principal-in-Charge** and is authorized to sign an agreement for our firm. He can also be reached at our Santa Ana office, phone number 714-560-8200 ext. 677, and email jacobv@tait.com.

TAIT is enthusiastic about submitting this proposal as we are uniquely positioned to offer a wide range of services under one roof to supplement the City's other on-call contracts. We have received all addenda, and TAIT accepts the Agreement and Insurance requirements. We thank you for this opportunity to submit our qualifications and look forward to further discussing with you our capabilities and commitment to working with the City of Gardena.

Very truly yours,
TAIT & Associates, Inc.

Jacob Vandervis, P.E.,
COO/Vice President

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Firm Qualifications & Experience

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TYPE OF WORK & FIRM HISTORY

FIRM PROFILE

BACKGROUND:

TAIT & Associates, Inc. (TAIT), is a Southern California based, family owned architectural and engineering firm founded by Dr. Kenneth E. Tait, P.E. in 1964 and incorporated in the State of California. TAIT began as a design engineering consulting and land surveying firm dedicated to providing quality engineering services to our clients.

For the past **60 years,** TAIT has expanded to 7 offices throughout the Western United States, with headquarters in Santa Ana and regional offices in Norco, Sacramento, Boise, Denver, Dallas, and Atlanta. We have approximately **220 associates** who collaborate to deliver a comprehensive range of design services.

CAPABILITIES:

Our family-owned, multi-disciplined firm offers a wide array of consulting services to public agencies and private development clients. We offer project management, civil engineering, surveying, architectural, planning, entitlement, right of way engineering, and environmental investigation and remediation services. Our extensive capabilities ensure that the City of Gardena can rely on a single firm for all of their project needs, simplifying communication and coordination, and ensuring efficient project execution. We have thoroughly reviewed Gardena's Capital Improvement Program (CIP) priorities, particularly in enhancing street and transportation infrastructure as well as park improvements, ensuring that our services are aligned with the City's goals and requirements.

Within the Engineering Group, our in-house design and management services include:

- Public Roadway Rehabilitation, Widening, and New Construction
- Water Quality Design & Review (LID Plan, SWPPP, etc.)
- Public On-Site and Building Improvements (Including Architectural Services)
- Public Parking Facilities Site Improvements
- Storm Drain Design and Hydrologic & Hydraulic Analysis
- Water & Waste Water Rehabilitation & New Construction
- Public Improvement & Private Development Design Plan Checking
- Architectural & Structural Design Services
- Construction Management, Inspection & Surveying Services
- Design and Construction Survey Services
- UST/AST Tank Environmental Services
- Phase I and Phase II Environmental Assessments

STRENGTHS:

TAIT has earned a reputation for successfully managing projects from concept to completion, blending **big company expertise with a small company culture** dedicated to customer service. We specialize in public infrastructure development, land development, natural resource preservation, and environmental management. Understanding the tight time and budget constraints our clients often face, we strive to provide innovative solutions that ensure that projects are completed on time and within budget.

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WORK APPROACH

Public works engineering contracts require **careful planning, effective communication, and precise execution** in order to avoid costly contract change orders during the construction phase. Given the complexity and potential funding sources of these contracts, it is critical that the selected team have a thorough understanding of the design, approval, and construction processing requirements for each funding source and, as is the case for federal projects, the requirements outlined in the Local Assistance Procedures Manual (LAPM). To ensure consistent and excellent services on this contract, TAIT will employ our proven 5 step project management protocol: **Understand > Assign > Plan > Execute > QA/QC.**

UNDERSTAND:

Upon receipt of an RFP from the City of Gardena, TAIT will conduct a cursory project review and will research existing conditions (field, environmental, regulatory, and stakeholder-related) to ensure we have a full understanding of the scope. We will also meet with the City officials to discuss the project and understand their specific needs and objectives. The potential scope of work under this contract is anticipated to include local and state funded design services, such as preparing detailed roadway rehabilitation or widening plans, pipeline construction plans, signing & striping plans, traffic signal modification, traffic control plans, project cost estimates, and project specifications in accordance with City standards. Design services may also require analysis of CEQA/NEPA requirements, preparation of design reports for hydrology and pre/post construction water quality documents (LID/SWPPP/NOI), review of construction phasing and impact, and the analysis of existing and proposed storm, sewer, and water facilities.

TAIT has reviewed the City's CIP budgets for Fiscal years 2024/25 and 2025/26, noting a strong emphasis on street and transportation projects. Accordingly, our "Similar Projects and Services," section highlights relevant projects in these areas. Additional projects are listed in the "References" section. The CIP budget also emphasizes park improvements over the next two years. While we anticipate that most of these projects will be assigned to your landscape on-call consultants, TAIT has extensive experience in civil engineering for park projects.

ASSIGN:

TAIT has in house expertise in public works roadway, water, sewer, storm drain, surveying, hydrology/ hydraulics, pre/post construction water quality control, architecture, and minor structural engineering and analysis. Based on the scope of the project, TAIT's Senior Project Manager will assign a lead Project Manager and/or Project Engineer to each contract whose background best matches the needs and complexity of the project. Key sub-consultants such as landscaping, geotechnical and traffic engineering team members will then be assigned to the project at this phase based on the needs of the project.

PLAN:

We will prepare and submit a clear and concise scope of work, project schedule, and fee proposal that includes all necessary tasks to successfully complete the contract. Key considerations in the planning phase will include the funding source (local/state/federal) and associated

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permitting/documentation requirements, stakeholder requirements/needs, level of design detail desired by the City (plan/plan & profile), storm water quality requirements, coordination and meeting needs, and the overall scheduling needs.

EXECUTE:

Upon issuance of the notice to proceed, TAIT will implement the project plan with meticulous detail. Our assigned project manager will maintain open communication with the City and will remain available and responsive to the City's needs through the life of the project.

QA/QC:

Quality Assurance and Quality Control (QA/QC) are integral to our process. TAIT employs rigorous QA/QC procedures to review and verify all deliverables. A QA/QC manager will be assigned to each project to 1) ensure a quality design is employed, 2) verify all agencies/disciplines are coordinated 3) check constructibility through review of PS&E at each submittal, and 4) conduct an informal engineering cost assessment to ensure compliance with the City's specific project goals. See **Page 8** for a more detailed description of our QA/QC Program.

RISK MANAGEMENT:

The greatest risk for delays in a project is the lack of foresight and understanding of the scope. With our proven work experience, high caliber staffing, and as a result of our 5 step project management protocol, The City can be assured that our proposals are complete and that our assigned team is fully qualified to design the project. Each proposal to the City will be accompanied with a detailed project schedule that outlines key milestones, permitting needs, plan submittals, agency review periods, and utility coordination/notification dates. TAIT will also stay in close contact with the City during the life of the project in order to ensure the project remains on schedule.

SCHEDULE CONTROL:

The Project Manager is responsible for efficiently directing the team and completing projects within the established budget. To accomplish this, the Project Manager must authorize and approve all time cards, work reports, change orders and expense sheets with the current modules of Deltek, which allows our project managers to track budgets, resources, contracts, and hours for each project. However, in cases where a project design has been delayed at no fault of the City, TAIT Management would reassess assigned personnel to the project, and review effort completed to make sure design is on point and has not deviated from the agreed upon path. Meetings with project team personnel would be held to review the project and discuss options to accelerate design without impacting quality and the required deliverables. Additional personnel, overtime, and assignment of more senior level staff would be options considered by TAIT Management to bring the project back on schedule at no additional cost.

CLIENT SERVICE:

Our client service approach is to know and understand the client's needs concerning the project, allowing us to assist the client as if we are an extension of their own staff. TAIT will follow a set of protocols established in our Project Instructions which will include the development of monthly progress reports (including schedule and budget), meeting attendance and reporting, and a clear understanding with the Client as to all Action Items that have yet to be completed.

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QUALITY ASSURANCE/QUALITY CONTROL PROGRAM:

An important feature of our design process is our Quality Assurance/Quality Control (QA/QC) Program. Todd Broussard P.E., QSD/P, oversees TAIT's QA/QC Program.

TAIT's QA/QC Program focuses on the following four primary objectives:

1. To ensure that a quality design has been provided by following our in-house design checklists
2. To verify that different disciplines and agencies have been coordinated
3. To verify that the proposed improvements are constructible, and
4. To verify that a cost effective analysis approach was followed to achieve the client's goals

TAIT utilizes a Total Quality Management approach. TAIT's philosophy is that quality control begins at day one and does not end until the project is constructed.

Quality Control is the responsibility of each and every team member. It includes the selection of project team members who have demonstrated through experience the ability to understand and apply the project objectives to achieve a specific goal. It requires open and continuous communications between all team members and the client.

TAIT has developed internal design checklists. Design checklists are used by our design team as a component of our firm's QC process.

Timely Quality Control Reviews are provided. Before plans are submitted to outside parties and the approving agency/agencies for review and approval, TAIT's QA/QC Manager or his designated QC team member conducts a thorough review to verify the quality, constructibility and completeness of the submittal. A typical TAIT QA/QC Program includes the following steps:

1. **Project Manager (PM) Transmits Design Documents to the QA/QC Manager -** The PM initiates the QC process at agreed upon project milestones.
2. **QA/QC Manager conducts initial review -** The QA/QC Manager reviews the submittal with the PM to obtain project specific information and conducts a limited review on the completeness of the submittal.
3. **Review of the Submittal –** The submittal is reviewed using TAIT's internal checklists. Necessary corrections are identified on the submittal which is returned to the PM.
4. **PM to Address QC Comments -** The QA/QC Manager and PM review the QC comments to set a course of action. Any proposed Value Engineering (VE) measures are reviewed to determine the appropriate next step. The reviewed documents are then returned to the design team.
5. **PM finalizes Design Documents for Submittal to the Agency -** The PM meets with the design team to monitor progress and verify incorporation of the QC comments into the design documents. Any deviation from the QC comment or the agreed upon action is reviewed for acceptance prior to transmitting the final design documents to the City and other reviewing parties for their review and approval.

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LIST OF PROJECTS WITH SUBCONSULTANTS

SoCalGeo, Inc. – Geotechnical Engineering

- Whittier – Three Parks Improvements
- Lake Forest – Jeronimo Road Pavement Rehabilitation
- Diamond Bar – Eisenhower Park Parking Lot Improvements
- Seal Beach – Rowell Avenue Gap Closure Project
- Stanton – Alley Improvements
- Chino – FY 22-23 Alley Improvements
- Chino – FY 21-22 Alley Improvements

TJW Engineering, Inc. – Traffic Engineering

- Carson – Lomita Boulevard Roadway Rehabilitation
- Carson – MLK Jr. Street Roadway Rehabilitation
- Carson – 213th Street Roadway Rehabilitation
- Lake Forest – Bake Parkway Rehabilitation
- Lake Forest – El Toro Road Rehabilitation
- Lake Forest – Jeronimo Road Widening
- Irvine – Campus Drive Reconstruction Project
- Irvine – Irvine Center Drive Pavement Rehabilitation
- Newport Beach – Ford Road & Bonita Canyon Rehabilitation
- Lake Forest – Traffic Interconnect Project
- Lake Forest – IISNS Improvement Project
- Lake Forest – Jeronimo Road Widening Project
- Lake Forest – El Toro Road Pavement Rehabilitation
- Lake Forest – El Toro Road Median Improvements
- Lake Forest – Bake Parkway Pavement Rehabilitation

CDPC – Landscape Architecture

- Whittier Parks – Three Parks Improvements
- Lake Forest – El Toro Road Median Improvements
- Diamond Bar – Pantera Park Improvements
- Diamond Bar – Diamond Bar Center Improvements
- Diamond Bar – Diamond Canyon Park Improvements

GMU - Goetech/Pavement

- Carson – MLK Blvd Rehabilitation
- Carson – Lomita Blvd Reconstruction
- Carson – 213th Street Rehabilitation
- Carson – Figueroa Street Rehabilitation
- Irvine – Irvine Center Drive Rehabilitation
- County of Orange – El Toro Marine Base Lot Conversion
- Lake Forest – El Toro Pavement Rehabilitation
- Lake Forest – Bake Parkway Pavement Rehabilitation
- Lake Forest – Glenn Ranch Road Pavement Rehabilitation
- Lake Forest – Dimension Drive Reconstruction
- Lake Forest – Civic Center Drive Reconstruction
- Lake Forest – Portola Parkway Rehabilitation

Grant Funding Experience:

TAIT has extensive experience with local agency staff in obtaining approvals and managing various federal and agency-funded programs. TAIT has recently designed several federally funded roadway rehabilitation projects, preparing federally funding applications under TAIT's contract. Additionally, TAIT has assisted local agencies in applying for grant funding for public parks, such as through the State of California Department of Land and Recreation via the Land and Water Conservation Fund, where planning level design, narratives, and estimates were required to justify the necessary improvements. Additionally, TAIT's Sr. Professional Engineer, Todd Broussard, formerly the CIP Manager for the City of Huntington Beach, managed a wide range of federal, state, and local grant applications and design projects, directly relevant to the City's upcoming project and grant funding needs. From both a design implementation, grant application and management standpoint, TAIT has the expertise to support the City of Gardena on this On-Call Contract.

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Key Personnel & Experience

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KEY PERSONNEL QUALIFICATIONS

The key personnel for the TAIT Team are listed below with their positions and qualifications followed by their brief bios and the organization chart. Key personnel will be available to the extent proposed for the duration of the Professional Services Agreement and an acknowledgment that no person assigned to a project shall be removed or replaced without the prior written concurrence of the City. **Full resumes for the key TAIT Team members are found in the Appendix of this proposal.**

NAME	CLASSIFICATION / DESIGNATION	LICENCES/ REGISTRATIONS	YEARS OF EXPERIENCE	TIME WITH FIRM
Jacob Vandervis, P.E.	Principal-in-Charge	CA No. C46301	**38**	**27**
David Sloan, P.E.	Lead Project Manager	CA No. C82595	**17**	**10**
Todd Broussard, P.E., QSD/P	QA/QC Manager	CA No. C57144	**37**	**12**
Dennis Postler, P.E.	Sr. Professional Engineer	CA No. C46106	**37**	**2**
Chris Engelbach, E.I.T.	Engineer (Roadway)	--	**15**	**8**
Samantha Wohlfarth, P.E.	Professional Engineer (Site/Infrastructure)	CA No. C86126	**12**	**12**
Daniela Malott, P.E.	Professional Engineer (Drainage/Water Quality)	CA No. C86581	**12**	**7**
Michael Tran, E.I.T.	Alternate Site/Infrastructure Engineer	--	**11**	**6**
Ryan Haskin, P.E.	Alternate Drainage/W.Q. Engineer	CA No. C84850	**12**	**12**
Michael Furlong, PLS	Sr. Professional Surveyor	CA PLS No. 8899	**45**	**5**
Reese Brashear, LSIT	Field Party Chief	CA LSIT No. 7868	**21**	**21**

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Key Personnel – Leadership



Jacob Vandervis, P.E., QSD/P
Principal-in-Charge

Jacob is a licensed civil engineer with over 38 years of experience with land development projects in the western United States. His areas of expertise include site design, grading design, drainage studies, water pollution control plans, erosion & sediment control plans, as well as street improvement plans. He is experienced in site design of all sizes for commercial development, involved in preliminary design to develop cost estimates & due diligence packages, as well as experienced in the entitlement phase of projects. His surveying experience includes the preparation of ALTA and topographic surveys, parcel maps, record of survey and legal descriptions.



David Sloan, P.E.
Lead Project Manager

David is TAIT's public infrastructure project manager and serves as the project coordinator and lead for public projects at TAIT. David comes with a wealth of relevant experience, and he recently served as project manager for the rehabilitation of nine major roads throughout the City of Pomona. David has performed and coordinated detailed designs on arterial roadways, conducted utility coordination for major relocations on high profile projects, and coordinated project management efforts on multiple projects throughout the Southern California region. Additionally, David acts as a community coordinator for high profile projects which require community coordination and presentations.



Todd Broussard, P.E., QSD/P
QA/QC Manager

In addition to 16 years of private development experience, Todd has over 21 years of municipal design and project management experience as Principal in Charge with the City of Huntington Beach Public Works Department, overseeing an annual Capital Improvement Program budget of approximately $25 million per annum. Project specific responsibilities included street improvements, wastewater, stormwater, and special projects outside of the public right of way.

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Key Personnel – Engineering



Dennis Postler, P.E.
Senior Professional Engineer

Dennis is Director of Public Infrastructure of TAIT & Associates' Engineering Division in Santa Ana, CA. He is responsible for supervising staff at TAIT on the preparation of public infrastructure projects. As a Project Manager, Dennis has been involved with local roadway and federally funded arterial roadways design and management, public utility design and relocation, traffic design, and park development and design for over 37 years. In addition to managing and designing public capital improvement projects, Dennis has functioned as consulting city engineer to municipalities, has provided general city engineering services and managed development plan reviews. He also provides budgeting assistance; public utilities; and QA/QC review and construction management. These services enable Dennis and his staff to efficiently assist public clients with their engineering and public works needs by being an extension of their staff.



Christopher Engelbach, E.I.T.
Professional Engineer (Roadway)

Christopher is an experienced Project Engineer in design, approval, and quality control of Public Works projects as well as private residential and commercial land development. He has extensive experience in storm drain, street, sewer, water, rough grading, precise grading, and erosion control plans. He has extensive experience in preparing hydrology and hydraulic analysis utilizing AES, Civil-D, and WSPG for a variety of public works and private development projects. Additionally, he has experience with developing and designing Water Quality Best Management Practices (BMP's)WQMP, report preparation, coordination with clients, sub-consultants, site managers, contractors, and survey crew.



Samantha Wohlfarth, P.E.
Professional Engineer (Site/Infrastructure)

Samantha is one of TAIT's key site engineering and infrastructure design engineers and has extensive recent experience working on site improvements such as parking field rehabilitations, ADA site improvements, as well as on-site infrastructure upgrades and improvements. Her professional experience includes the preparation of site demolition, grading, erosion control, water quality and design improvements as well as water main replacement, storm drain, and sewer plans, drainage reports, cost estimates, and storm water management reports associated with the required site improvements for both public agencies and private development projects.



Daniela Malott, P.E.
Professional Engineer (Drainage)

Daniela has a strong civil engineering background with a focus on water resources and surface runoff and water quality engineering. Her engineering experience includes hydrology, storm drain design, and hydraulics. Her computer modeling background includes the application of the U.S. Army Corps of Engineers HEC-HMS (Hydraulic Modeling System), HEC-SSP (Statistical Software package), and HEC-RAS (River Analysis Software), Watershed Modeling System (WMS), Advanced Engineering Software (AES) for hydrologic/hydraulic analysis in Southern California, Water Surface Pressure Gradient (WSPGW) Software, XP-Solutions Storm Water and Wastewater Management Model (XP-SWMM), AutoCAD Civil 3D, and ArcGIS.

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Key Personnel – Architecture



Dan Hinson, Architect
Principal/Architect-of-Record

As an established architect in Southern California, Dan has more than 31 years of experience in all aspects of the architectural field. As a principal, Dan has established and maintains a diverse list of clientele. Dan has served as the Principal-in-Charge and Architect-of-Record for the Orange County Sheriff Carousel Replacement Project. Dan has extensive experience in the construction industry from finishing concrete to general contracting. As a general contractor, he has provided Design-Build projects consisting of office space, restaurants, hotels and concrete "tilt-up" buildings. The combination of construction field experience along with architectural sensitivity gives Dan a truly unique ability to provide balance to a project. It is this understanding that gives clients confidence that projects will meet a budget and be completed on time, a value that always brings a vision into reality.

Key Personnel – Surveying



Michael Furlong, P.L.S.
Senior Professional Surveyor

Michael is a Land Surveyor licensed in the State of California with 45 years of experience, over 30 of those being in the Field on all types of Projects from Boundary Surveys to Construction Services with some of the largest listed below. More recently he has spent years providing Mapping Services preparing Tract Maps, Parcel Maps, Record of Surveys, Corner Records and Exhibits of all kinds as well as providing Support to Engineering and Field Support for the Survey Crews.



Reese Brashear, L.S.I.T.
Field Party Chief

Reese's expertise is in field surveying, A.L.T.A. Surveys, rough grade staking operations, construction staking projects, engineering design surveys, as-built surveys, topographic surveys, and GPS surveys. Recently completed projects include the Tustin Family Campus and County Regional Park projects for the County of Orange, and construction staking for 3 miles of local streets, sewer, water, and storm drain improvements for a 80 acre residential development located in the City of Tustin's Tustin Legacy development on the former MCAS Tustin military base, and numerous boundary, ALTA and topographic surveys for both private and public projects during career at TAIT.

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE

SUB-CONSULTANTS

SoCal Geotechnical
Geotechnical Consulting

Southern California Geotechnical, Inc. (SoCal Geo) is a consulting engineering firm providing geotechnical and environmental consulting services to clients in the commercial, residential, industrial, retail, and governmental fields. It is a California corporation founded, owned, and operated by the principal engineers, the same engineers who perform or supervise all of their consulting services. The commitment of the founders is to provide responsive, cost-effective, and technically reliable service to our clients while fostering a stimulating professional environment for their employees.

Contact info: Daniel W. Nielsen, GE**,** 22885 Savi Ranch Parkway, Suite E, Yorba Linda CA 92887, 714.475.2697

TJW Engineering
Traffic Engineering

TJW Engineering, Inc. (TJW), VSBE, is a professional traffic engineering and transportation planning firm founded by Thomas J. Wheat, P.E., T.E., who has over twenty years of experience in the transportation sector of civil engineering. The TJW team provides complete range of transportation engineering services having designed and prepared hundreds of traffic engineering design plans and transportation planning studies to various public agencies, contractors, developers, architects, and other engineering firms throughout Southern California.

Contact info: Thomas Wheat, PE, TE, 9841 Irvine Center Dr Ste 200, Irvine, CA 92618, 949.878.3509

CDPC
Landscape Architecture

Conceptual Design and Planning Company (CDPC) is an innovative, comprehensive landscape architectural firm offering services for a wide variety of project types and clients. Their corporate resume includes projects for state, city and government agencies, as well as, private developers of retail, commercial, institutional, recreation, hospitality, senior housing, and large scale residential. Established in 1994 by Registered Landscape Architect, Jim Baldovin and founded on the principle that design should be driven by purpose, CDPC seeks to create functional outdoor spaces with cohesive aesthetics that enable the people who use them to connect with their environment.

Contact info: Jim Baldovin, 3195-C Airport Loop Dr, Costa Mesa, CA 92626, 949.399.0870

GMU
Pavement Analysis

GMU Geotechnical, Inc. (GMU) has built a reputation over 45 years as a trusted consultant for some of the most challenging and recognizable projects throughout Southern California. GMU prides itself on providing cost effective, innovative solutions utilizing a pro-active approach for both public and private development and improvement projects. GMU's in-house laboratory is approved by the California Department of Transportation (Caltrans), AASHTO Materials Reference Lab (AMRL), the County of Orange, and other public agencies.

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Organization Chart

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE

ORGANIZATION CHART

LEADERSHIP



Jacob Vandervis
PE/QSD/P
Principal-in-Charge



David Sloan
PE
Lead Contract/Project Manager



Todd Broussard
PE/QSD/P
QA/QC Manager

CORE TEAM - ENGINEERING



Dennis Postler
PE
Sr. Professional Engineer



Chris Engelbach
PE
Project Engineer (Roadway)



Samantha Wohlfarth
PE
Project Engineer (Utilities)
Alt. P.E. // Michael Tran, E.I.T.



Daniela Malott
PE
Project Engineer (Drainage)
Alt. P.D. // Ryan Haskin, P.E.

SUPPORT TEAM - ARCHITECTURE & SURVEYING



Dan Hinson
Architect
Principal Architect



Michael Furlong
PLS
Sr. Professional Surveyor



Reese Brashear
LSIT
Party Chief

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE

Similar Projects & Services

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE

Carson On-Call Engineering:

Figueroa Street Pavement Rehabilitation

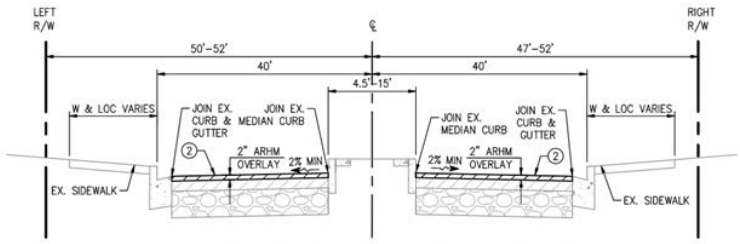
City of Carson

TAIT was selected by the City of Carson to provide design engineering, surveying, and geotechnical engineering services for Figueroa Street from Carson Street to Lomita Boulevard.

The project included nearly 2 miles of arterial collector roadway rehabilitation on Figueroa Street which is a 4-lane arterial roadway with raised and painted medians. The scope of work included field identification and design of over 770,000 SF of AC Pavement Mill & Overlay, and over 184,000 SF of full-depth pavement Digouts and Reconstruction.

TAIT has been on call with the City of Carson since 2022 and is in the process of completing several projects.

This project included surveying, civil engineering and geotechnical engineering for 1.8 miles of an arterial collector roadway. The roadway rehabilitation methods included full-width grind and ARHM overlay, and full-depth roadway section removal and reconstruction where needed. The project also included concrete pavement and cross-gutters reconstruction, repair of damaged sidewalks, pedestrian ramps, driveways and curbs & gutters to meet Americans with Disabilities Act (ADA) requirements, identification and adjustments/protections of existing utility facilities, signing & striping improvements, and tree removals and replacements based on safety hazards. Additionally, the project included permit coordination for a BNSF Railroad crossing and application for work within their right-of-way.



TYPICAL SECTION : FIGUEROA ST.
STA. 10+00 TO STA. 54+50
NTS

Reference Contact:
Gilbert Marquez, PE
City Engineer
701 E. Carson Street
Carson, CA 90745
(310) 952-1700, x-1813
gmarquez@carsonca.gov

Client:
City of Carson

Construction Costs:
$8.3 million

Project Dates:
Design 2023-2024
Construction 2024-2025

Key Personnel:
PIC: Jacob Vandervis
PM: Dennis Postler
QA/QC: David Sloan
PE Aaron Richter

Additional Projects:

213th Street Pavement Rehab

MLK Jr Street Pavement Rehab & Reconstruction

Lomita Boulevard Road Reconstruction & Drainage Impts

Central Ave/University Drive Traffic Signal Impts

Carson Street Left Turn Lanes Analyses

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE

Diamond Bar On-Call Engineering:

Area 6 Slurry Seal and Overlay Project

City of Diamond Bar

TAIT was selected by the City of Diamond Bar to provide design engineering services for the Citywide Zone 6 Slurry Seal and Overlay Project.

The project included the design of an entire neighborhood zone within the City of Diamond Bar which included the field identification, implementation, and design of over 800,000 SF of AC Grind and Overlay, and 1,200,000 SF of Slurry Seal located within the northern limits of the City of Diamond Bar.

TAIT has been on call with the City of Diamond Bar since 2018 and has completed several projects.

In addition to the pavement analysis, design, and implementation, TAIT was also responsible for identifying sidewalk, curb and gutter, and curb ramp improvements throughout the neighborhood including the removal and replacement of 19 curb ramps within the steep, curvilinear streets of Diamond Bar.

Special attention was paid on this project to the appropriate use and identification of patching areas in order to maximize the City's budget and to ensure constructibility of the project. TAIT worked closely with City staff to identify and isolate areas of concern in order to ensure the City's benefits were maximized on the job.

Of notable interest on this project was the removal and replacement of speed cushions throughout Sunset Crossing which would not be compatible with the installation of an edge grind and overlay. Additionally, careful attention was paid to the presence of existing utilities to ensure the proposed roadway treatment was taking in to account the required adjustment (for overlay) and protection (for slurry seal) work items.

Reference Contact:
John Beshay
Associate Engineer
21810 Copley Drive
Diamond Bar, CA 91765
(626) 682-3117
jbeshay@diamondbarca.gov

Client:
City of Diamond Bar

Construction Costs:
$1.5 million

Project Dates:
Design: Winter/Spring 2018
Construction: Summer 2018

Key Personnel:
PIC: Jacob Vandervis
PM: David Sloan
QA/QC: Todd Schmieder

Additional Projects:

Reagan & Person Park Parking lot Expansion

Citywide Drainage Analysis & CIP Recommendations

Phase 1 & 2 Drainage Improvement Project

Sunset Crossing Park Grant Funding Assistance

City Entry Monument Construction Management Project

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE

Newport Beach On-Call Engineering:

Bonita Canyon and Ford Road Resurfacing Project

City of Newport Beach

TAIT was selected by the City of Newport Beach to provide civil engineering, surveying, geotechnical engineering services on the Bonita Canyon and Ford Road Resurfacing Project from Jamboree Rd. to SR-73. The project limits include a total of 2 miles of arterial roadway rehabilitation on Bonita Canyon/Ford Road which a 6 lane arterial roadway with raised medians and bike lanes extending through the City of Newport Beach.

TAIT has been on call with the City of Newport Beach since 2016 and has completed several projects.

The project includes the design of pavement rehabilitation strategies as well as the identification and replacement of non-ADA compliant curb ramps, sidewalk, replacement of damaged curb and gutter, and the identification and adjustment/ protection of utility facilities.

Of critical importance on this contract was the design and coordination of the improvements and traffic control within the state of California Right of Way at SR-73. The TAIT team actively coordinated with the City and CalTrans during the review process in order to obtain project approval and permit ahead of the bidding date. Additionally, this contract was complicated due to the steep grades along the project limits. Curb ramps which could not be made ADA compliant were identified during the design review process and memos were submitted to the City in order to justify the final limits of the work.



Bonita Canyon / Ford Road

Reference Contact:
Patricia Kharazmi, PE
100 Civic Center Drive,
Newport Beach, CA
(949) 644-3344
pkharazmi@
newportbeachca.gov

Client:
City of Newport Beach

Construction Costs:
$2.5 million

Project Dates:
Design: 2019-2020
Construction: 2020

Key Personnel:
PIC: Jacob Vandervis
PM: David Sloan
QA/QC: Todd Schmieder

Additional Projects:

Newport Heights Alley & Sewer Replacement Project

Newport Heights Trash Transfer Station Grading

Irvine Ave. Sidewalk Gap Closure Project

Mariners Library Parking Lot Expansion Project

Mesa Dr. Roadway Widening

Old Newport Rd. Shoulder Improvement

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE

Lake Forest On-Call Engineering:

Dimension Drive, Civic Center Drive, & Portola Parkway Rehabilitation Project

City of Lake Forest

TAIT was selected by the City of Lake Forest to provide civil engineering and surveying on a citywide arterial design project which included the design of the following three segments:

- Dimension Drive from Bake Parkway to Lake Forest Drive
- Civic Center Drive from Enterprise way to South End
- Portola Parkway at SR-73 Overcrossing (w/in CalTrans R/W)

TAIT has been on call with the City of Lake Forest since 2015 and has completed multiple projects.

The project encompassed a total of 6,400 linear feet of arterial/ collector roadways and included full depth reconstruction of dimension drive and Civil Center drive and a 2" grind and overlay of Portola Parkway within the CalTrans R/W limits.

This project required obtaining a CalTrans encroachment permit for both construction and traffic control purposes. As a result, further detail and scrutiny was required on the design to ensure CalTrans acceptance of the traffic control system as well as the overall design materials and elevations.

This project also required further coordination with IRWD, El Toro Water District, and a private developer within the City of Lake Forest for incorporation of separate engineer's design packages in to the City's overall construction project. **TAIT was designated the lead consultant to compile all plans and prepare the required final technical specifications and bid documents** in order to capture the required scope of work and design elements.

The construction for this project is currently in the final stages of construction and finish up and is anticipated to be completed by April of 2020.

Reference Contact:
Taylor Abernathy, PE
100 Civic Center Dr.,
Lake Forest, CA
(949) 461-3490
tabernathy@lakeforestca.gov

Client:
City of Lake Forest

Construction Costs:
$3.5 million

Project Dates:
Design: 2018-2019
Construction: 2019-2020

Key Personnel:
PIC: Jacob Vandervis
PM: David Sloan
QA/QC: Todd Schmieder
PE: Chris Engelbach

Additional Projects:

Citywide Traffic Signal Upgrade Project

Packer Place Linear Park Drainage Improvements

Ascension Median Acceleration Lane Project

PPLT Traffic Signal Improvements

Glenn Ranch Road Rehab.

Jeronimo & El Toro Widening

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE

Fullerton On-Call Engineering:

Jacaranda Neighborhood Rehabilitation & Sewer Replacement

City of Fullerton

TAIT was selected by the City of Fullerton to provide civil engineering services for the Jacaranda Neighborhood Pavement Rehabilitation and Sewer Main Replacement Project. The project was located in a historic neighborhood in the City of Fullerton that included over a mile of residential roadway rehabilitation and 2,700 linear feet of sewer main replacement within the neighborhood surrounding Jacaranda Place from the western cul-de-sac to Malden Avenue.

TAIT has been on call with the City of Fullerton since 2018 and has completed several projects.

In addition to roadway reconstruction and grind and overlay operations, the roadway component of the project included the removal and replacement of over 1.5 miles of old, deteriorated, and uneven curb and driveways throughout the neighborhood with new variable height curb and gutter in order to engineer and define the roadway drainage conditions within the neighborhood. Due to the historic and unique nature of the neighborhood, the curb heights and flowline were carefully profiled in order to improve the drainage conditions while also joining the existing pavement. And in addition to the roadway improvements, TAIT was also tasked with the abandonment of two old sewer siphon systems and the combination and construction of a single master neighborhood sewer siphon along with the removal and replacement of 2,700 linear feet of existing 6" VCP with new 8" VCP sewer. The sewer siphon was design to convey sewer flows under an existing Orange County Flood Control Channel and required the design of a double barrel sewer siphon that was installed via jack and bore method.

Reference Contact:
Jose Medina
303 W Commonwealth Ave,
Fullerton, CA 92832
(714) 738-6863
JoseM@cityoffullerton.com

Client:
City of Fullerton

Construction Cost:
$2.4 million
Design Cost:
$141,542

Project Dates:
2019-2020

Key Personnel:
PIC: Jacob Vandervis
PM: David Sloan
QA/QC: Todd Schmieder
PE: Chris Engelbach

Additional Projects:

Juanita Cook Trail Improvement Project

SFD City Hydrology Review

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE

Stanton On-Call Engineering:

2020 Stanton Citywide Street Resurfacing

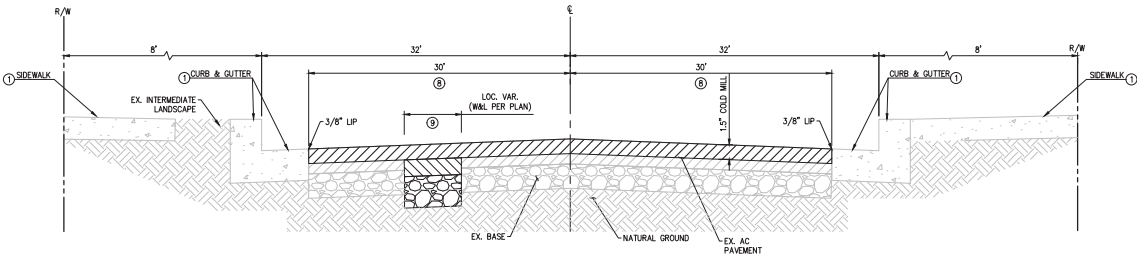
City of Stanton

This current under construction project includes two separate contracts in which **TAIT was selected by the City of Stanton to provide civil engineering and surveying on a citywide residential and arterial design project** which included the design of the following three project's rehabilitation methods:

- Contract 1: Plan & Profile for 0.32 miles of full depth removal and reconstruction
- Contract 1: Plans for 1.5" Grind and FRAC Overlay
- Contract 2: Plans for 1.6 Million SF of RAP Slurry Overlay

TAIT has been on call with the City of Stanton since 2016 and has completed multiple projects.

The project encompassed a total of 0.32 miles of removal and reconstruction, 0.72 miles of 1.5" grind and FRAC overlay as well as 1.6+ million square feet of RAP Slurry Overlay. The project included the design of pavement rehabilitation strategies as well as the identification and replacement of non-ADA compliant curb ramps, sidewalk, replacement of damaged curb and gutter, removal and replacement of slotted cross gutters, and the identification and adjustment/protection of utility facilities.



TYPICAL SECTION : CERRITOS AVE

STA. 10+75 TO STA. 23+50

NTS

Reference Contact:
Allan Rigg, PE AICP
7800 Katella Ave,
Stanton, CA
(714) 890-4203
arigg@ci.stanton.ca.us

Client:
City of Stanton

Construction Costs:
$1.5 million

Project Dates:
Design: 2019
Construction: 2020-2021

Key Personnel:
PIC: Jacob Vandervis
PM: David Sloan
QA/QC: Todd Schmieder
2PE: Bart Mink
Geotech: SoCal Geo

Additional Projects:

Cerritos Ave. Widening

Palais Ave. Alley Reconst.

Bradford Neighborhood Street Rehabilitation

FY 17/18 Street Resurfacing

FY 18/19 Street Resurfacing

FY 19/20 Street Resurfacing

Beach & Garden Grove Sewer Replacements

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE

References

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE

CLIENT REFERENCES

OCPW On-Call Engineering:

Orange County Public Works
On-Call Land Planning and Engineering Services

County of Orange, CA

TAIT was retained by the County of Orange to provide On-call Land Planning and Engineering Services to assist OC Planned Communities in the review of development applications for new planned communities in being developed in South County and to assist in the evaluation of County owned properties for redevelopment opportunities. **Since 2011, the TAIT team; consisting of Planners, Landscape Architects, Traffic Engineers, Civil Engineers, Storm Water Engineers, Geo-technical Engineers and Building & Safety Reviewers** – have provided on-call services to the County for the review of environment planning documents, tentative and final maps, and Site Development plans for grading, buildings, landscaping, street (public and private) and storm drain improvements. Additional assignments have included the review of preliminary and final Water Quality Management Plans and the processing of Construction Permits for developer improvement plan. Engineering design services have included due diligent studies, cost estimates, site planning and infrastructure analysis.

Reference Contact:
James Campbell, Project Manager
445 Civic Center Dr. West, 2nd Fl, Santa Ana, CA
(714) 567-7742
james.campbell@ocgov.com

Client:
OC Public Works

Costs:
Various

Project Dates:
2011-Present

Key Personnel:
PIC: Jacob Vandervis
PM: Bart Mink
QA/QC: Todd Broussard

Other On-Call Contracts

- **On-Call Engineering Services, City of Bellflower**
- **On-Call Engineering Services, City of Carson**
- **On-Call Engineering Services, City of Chino**
- **On-Call Architectural-Engineering Services, City of Diamond Bar**
- **On-Call Engineering Services, City of Fullerton**
- **On-Call Engineering Services, City of Glendora**
- **On-Call Engineering Services, City of Irvine**
- **On-Call Engineering Services, City of Lake Forest**
- **On-Call Engineering Services, City of Newport Beach**
- **On-Call Engineering Services, City of Norco**
- **On-Call Engineering Services, City of Santa Ana**
- **On-Call Engineering Services, City of Seal Beach**
- **On-Call Engineering Services, City of Stanton**
- **On-Call Engineering Services, City of Yorba Linda**
- **On-Call Architectural-Engineering Services, OC Sheriff's Dept.**
- **On-Call Architectural Services, County of Orange**
- **On-Call Surveying Services, South Orange County Community College District**
- **On-Call Engineering Services, Port of Long Beach**

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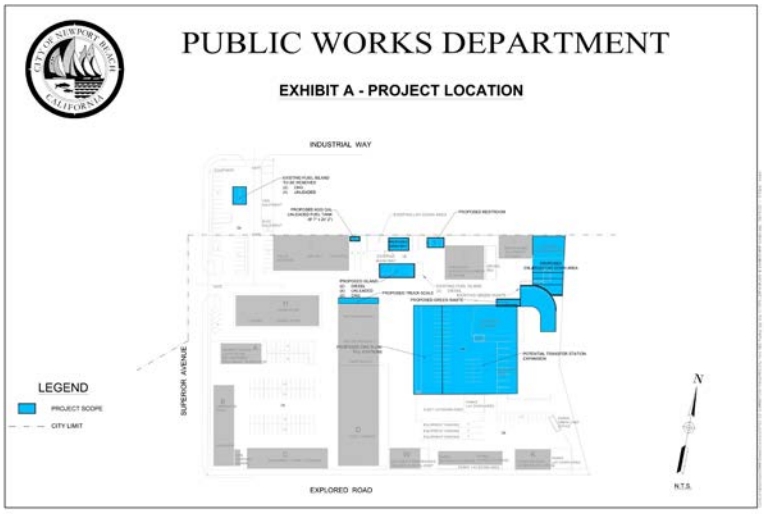
Newport Beach Corporate Yard Project

City of Newport Beach

TAIT has been selected to complete the re-design of the existing Corporate Yard where the Transfer Station Rehabilitation Project was completed. The Project Scope of Work will consist of Site Demolition, Transfer Station, Storm Water and Utilities Coordination, Site Improvements and Fueling System. Architectural Scope of work includes a prefabricated restroom facility and additional project coordination.



Reference Contact:
Mike Sinacori
Assistant City Engineer
100 Civic Center Drive,
Newport Beach, CA 92660
(949) 644-3342
msinacori@newportbeachca.com

Client:
City of Newport Beach

Construction Cost:
$7 million (approx.)

Project Dates:
2022-2023

Key Personnel:
PIC: Jacob Vandervis
PM: Todd Broussard

Baldwin Park City Yard Improvement Project

City of Baldwin Park

TAIT was selected by the City of Baldwin Park due to their unique ability to provide in house services, including surveying, engineering, architectural, and fuel station design, for improvements to their City Yard. The improvements include a total demolition and reconfiguration of the main Administration Building, as well as improvements to the Warehouses and Automotive Repair garage. In addition, the project includes improvements to the existing fueling station, a proposed EV fast charge station, and replacement of two on-site generators. The parking lot will be analyzed for efficient parking of vehicles and other equipment and storage as well as pavement rehabilitation. TAIT has completed the Phase I Study, which identified the proposed improvements in comparison to the City's available budget. Design is now underway, with an expected completion in the Fall of 2023.

Due to TAIT's diverse field of expertise, we were able to offer the City the major components of services in-house, during the initial Phase of work. The design phase of the project will only rely on an MEP subconsultant to balance out the remaining design scope.

Reference Contact:
Romany Basilyous
Engineering Manager
13135 Garvey Ave,
Baldwin Park, CA 91706
(626) 960-4011x459
rbasilyous@baldwinpark.com

Client:
City of Baldwin Park

Construction Cost:
$2.5 million (budgeted)
Design Cost:
$300,000

Project Dates:
2021-2024

Key Personnel:
PIC: Jacob Vandervis
PM: David Sloan
AOR: Dan Hinson
Sr. PM: Donnie DeWees
Sr. JC: Gerardo Balderrama

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE

MPD Storm Drain Line N-4

City of Norco

The Norco Master Plan of Drainage Storm Drain Line N-4 project, includes the design of an 18 to 36-inch storm drain main line along 4th Street from Valley View to the Norco Channel. The scope of work for the design of the storm drain system includes hydrology and hydraulics analysis for the proposed line, surveying, preparation of Plan, Specifications and Estimates (PS&E), assisting the City in the bidding process and construction support. The Storm Drain line extends approximately 2,700 linear feet, with 8 new storm drain inlets (curb opening catch basins) and it will join the existing 36-inch storm drain outlet at Norco Channel. Careful detailed was taken to the hydrology drainage delineation analysis to understand the tributary area to each of the proposed inlets and the storm drain main line. For this project TAIT completed a field walk to analyze the existing drainage conditions, worked along with the City in understanding their needs and reviewing any existing issues, as well as reviewed the proposed inlet locations to maximize flow capture. The proposed storm drain along 4th Street and Valley View, is a new system that will relieve the existing streets from surface drainage conveyance and reduce flooding or potential flooding issues along the existing residences.

Reference Contact:
Sam Nelson, City Engineer
2870 Clark Avenue,
Norco, CA 92860
(951) 270-5677
snelson@ci.norco.ca.us

Client:
City of Norco

Construction Cost:
N/A
Construction Cost:
$42,052

Project Dates:
2021

Key Personnel:
PIC: Jacob Vandervis
PM/PE: Daniela Malott

Mesa Drive Widening & Drainage Improvements

City of Newport Beach

TAIT was hired by the City of Newport Beach as part of our On-Call Contract to design the drainage and roadway improvements associated with the Mesa Drive Widening Project. The project was necessitated due to existing traffic concerns with turning movements combined with high ponding and flooding that was occurring at the existing drainage inlet. The design included widening of Mesa Drive at Bay view Avenue as well as the re-grading and re-design of existing street drainage to capture the 10 year design storm which conveyed to an existing water quality diversion structure design to maintain perennial low flows to the Newport bay while diverting high flows to the storm drain system to avoid erosion in the bay. Design was completed in August of 2019 and construction was completed in the winter of 2019.

Reference Contact:
Patricia Kharazmi, PE
100 Civic Center Drive,
Newport Beach, CA
(949) 644-3344
pkharazmi@
newportbeachca.gov

Client:
City of Newport Beach

Construction Cost:
$100 K

Project Dates:
2019

Key Personnel:
PIC: Jacob Vandervis
PM: David Sloan
PE: Chris Engelbach
QA/QC: Todd Schmieder

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE

Chino Alley/Sanitation Rehabilitation Projects; SN-161 & SN-191

City of Chino

TAIT provided full reconstruction design and surveying services to the City of Chino for nine (9) separate alley segments comprising of approximately 8,500 lineal feet of existing alleyways, protection of existing above ground utility appurtenances, PCC alley approaches, PCC ADA curb ramps, PCC ADA sidewalks, proposed bulb-outs, damaged water meter box replacements, and approximately 2,650 LF of a new 8" PVC waterline replacing a similar length of 50+ year old 6" ACP line within one alley. The City required that all points of connection to the existing systems running along crossing alleys be upgraded to include the newer and larger PVC water pipe and the installation of new water values in each cross alley. Many of the segments between cross alleys required obtaining approvals from the State Division of Drinking Water due to restricted vertical clearances between existing utilities installed in the narrow alley. The contractor finalized final punch list on this successful project in April 2022.

Reference Contact:
Maria Fraser, PE, CIP
Engineering Manager
13220 Central Avenue
Chino, CA 91710
(909) 334-3310
mfraser@cityofchino.org

Client:
City of Chino

Construction Cost:
$2.1 million
Design Cost:
$134,998

Project Dates:
2018-2022

Key Personnel:
PIC: Jacob Vandervis
PM: David Sloan
PE: Bart Mink

Glenn Ranch Road Resurfacing Project

City of Lake Forest

TAIT was selected by the City of Lake Forest to provide civil engineering, surveying, and geotechnical engineering on the Glenn Ranch Road Resurfacing Project from Portola Parkway to El Toro. The project limits included a total of 1.6 miles of arterial roadway rehabilitation on Glenn Ranch Road which is a 4-lane arterial roadway with middle turn lane and intermittent median for the full length. The project included the design of pavement rehabilitation strategies as well as the identification and replacement of non-ADA compliant curb ramps, sidewalk, replacement of damaged curb and gutter, signage and striping and the identification and adjustment/protection of utility facilities.

This project also included the hydrology and hydraulic calculations for an existing median catch basin at the most southern media that was backing up and causing water on the roadway during larger rain events. The scope of the reconstruction included design of plan and profiles and design sections as well as intersection grading for Glenn Ranch Road and Viejo Ridge.

Reference Contact:
Taylor Abernathy, PE
100 Civic Center Dr.,
Lake Forest, CA
(949) 461-3490
tabernathy@lakeforestca.gov

Client:
City of Lake Forest

Construction Cost:
$1.8 million
Design Cost:
$85,870

Project Dates:
2020-2021

Key Personnel:
PIC: Jacob Vandervis
PM: David Sloan
QA/QC: Jacob Vandervis
PE: Bart Mink

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE

Dana Point Harbor Revitalization-Sewer & Water
South Coast Water District

The Dana Point project included the preparation of the South Coast Water District Water & Sewer Public Improvement Plans. These plans included plan and profile design for approximately 1,700 linear feet of a 12 inch water main line and 300 linear feet of an 8-inch water main line, and 800 linear feet of a sewer main line. The Project is located under a public/private partnership development. It included water and sewer master planning and phasing design for the interim and ultimate conditions. The design incorporated the analysis of existing water availability, feature water demand, sewer capacity calculations and proper clearance design from existing and proposed utilities at the site.

Reference Contact:
Taryn Kjolsing
20 Civic Center Plaza,
Santa Ana, CA 92701
(949) 499-4555 x3171
tkjolsing@scwd.org

Client:
South Coast Water District

Construction Cost:
Not Available

Project Dates:
2016-2023

Key Personnel:
PIC: Jacob Vandervis
PM: Daniela Malott

Drainage Improvement Project Phase 1 & 2
City of Diamond Bar

TAIT was hired by the City of Diamond Bar to provide design engineering and construction management services for Phase 1 & Phase 2 of the City's Drainage Improvement Project. This project included three separate areas:

- Brea Canyon Road – Parkway Drain System & Perforated Drain
- Hipass Drive – Sub drain System, Low Flow Storm Drain & X-gutters
- Golden Springs – Sub drain System & Low Flow Storm Drain

This project included extensive coordination with the City and the design team in order to recommend and implement final design scenarios for each location. Appropriate water quality treatment systems were implemented in all systems that have direct storm drain connection (modular wetland system), and the sub drain system and crossing were analyzed to avoid conflicts.

During the construction phase, TAIT managed the contractor in order to review the field operations, respond to design related inquiries, updated designs based on final field needs, and successfully completed the construction project. The construction of this project was completed in 2018 within budget.

Reference Contact:
John Beshay, Former
Associate Engineer
21810 Copley Drive
Diamond Bar, CA 91765
(626) 960-4011 Ext: 459
jbeshay@diamondbarca.gov

Client:
City of Diamond Bar

Construction Cost:
$400 K
Design Cost:
$66,710

Project Dates:
2017-2018

Key Personnel:
PIC: Jacob Vandervis
PM/CM: David Sloan
IOR: Michael Delagarza
QA/QC: Todd Schmieder

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Cold Mill Resurfacing Project
City of Bellflower

TAIT was selected by the City of Bellflower to provide civil engineering and surveying design services on several residential neighborhood roadways as well as a full intersection profile design. The project was split into the following two portions:

- Plans for Grind and Overlay rehabilitation method
- Intersection design of Artesia and Ardmore intersection

The project encompassed a total of 1.3 miles of residential neighborhood 2" grind and overlay. Furthermore, this project included the redesign of the Artesia and Ardmore intersection to remove the existing slotted cross gutters and provide relief for cars dragging crossing the existing intersection.

This project also required design of pavement rehabilitation strategies as well as the identification and replacement of non-ADA compliant curb ramps, sidewalk, replacement of damaged curb and gutter, removal and replacement of slotted cross gutters, and the identification and adjustment/protection of utility facilities.

Reference Contact:
Philip Wang, PE
16600 Civic Center Dr,
Bellflower, CA
562-804-1424 x2254
pwang@bellflower.org

Client:
City of Bellflower

Construction Cost:
$925,000
Design Cost:
$47,907

Project Dates:
2019-2020

Key Personnel:
PIC: Jacob Vandervis
PM: David Sloan
QA/QC: Jacob Vandervis
PE: Bart Mink

Campus Drive Pavement Rehabilitation
City of Irvine

TAIT was selected by the City of Irvine to provide civil engineering and surveying on the Campus Drive Rehabilitation Project from Michaelson Drive to University Drive. The project limits included a total of 4000 linear feet of arterial roadway rehabilitation and reconstruction on Campus Drive which is a 2-lane arterial roadway with bike lanes extending through the City of Irvine. It also included the design of pavement rehabilitation strategies as well as the identification and replacement of non-ADA compliant curb ramps, sidewalk, replacement of damaged curb and gutter, reconstruction and re-grading of the low point of the roadway due to flooding and ponding issues, coordination with IRWD and UCI for right of way and wetlands protection, and the identification and adjustment/protection of utility facilities throughout the project limits.

Careful attention was paid to the roadway profile which required modification in order to raise the low point of the roadway by more than 6". Plan and profile for the roadway was re-designed per CA Highway Design Manual standards, and extensive coordination with conducted with the City to verify that the pavement replacement scenario is in line with the proposed and revised grades.

Reference Contact:
Darrell Hartman, PE
1 Civic Center Plaza,
Irvine, CA 92606
(949) 724-7556
dhartman@cityofirvine.org

Client:
City of Irvine

Construction Cost:
$2.6 M
Design Cost:
$143,445

Project Dates:
2017-2018

Key Personnel:
PIC: Jacob Vandervis
PM: David Sloan
QA/QC: Todd Schmieder
PE: Chris Engelbach

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE

Fee Schedule

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE

TAIT
RISING TO THE CHALLENGE

Schedule of Fees

Employee Classification	Hourly Rate
06 – Engineering Assistant	95.00
18 – Project Administrator	125.00
04 – Engineering Designer I	165.00
10 – Engineering Designer II	190.00
03 – Project Engineer I	215.00
25 – Project Engineer II	225.00
117 – Senior Project Engineer	235.00
02 – Professional Engineer/Licensed Surveyor	260.00
17 – Senior Professional Engineer/Surveyor	270.00
52 – Principal II	310.00
01 – Principal	295.00
15 – Structural Engineer	285.00
05 – Permit Expediter I	125.00
11 – Permit Expediter II	145.00
09 – Project Coordinator	170.00
07 – Surveyor	150.00
07 – Surveyor (Prevailing Wage)	165.00
08 – Senior Survey Specialist/ Party Chief	195.00
08 – Senior Survey Specialist/ Party Chief (Prevailing Wage)	215.00
00 – Two-man survey crew	345.00
00 – Two-man survey crew (Prevailing Wage)	380.00
22 – One Man Survey Crew with Robotics	220.00
13 – Project Manager I	190.00
54 – Entitlement Director	225.00
125 – Assistant Project Manager	170.00
90 – Project Manager II	215.00

The hourly rate for client authorized overtime and for representation at hearings and meetings after 6:00 p.m. will be invoiced at 1.5 times the posted rate.
All rates are subject to annual CPI increases on January 1st of each year.
Prevailing wage rates are subject to change according to predetermined rate increases.

2. Mileage, Travel and Per Diem

Auto Mileage: IRS Rate plus 15 percent
Air Travel and Auto Rental: Actual cost plus 15 percent
Per Diem: Actual cost of lodging and meals, plus 15 percent

3. Materials and Supplies

Office and CADD supplies are included in the hourly rates. Prints, plots and reproductions are charged at cost plus 15 percent from commercial blueprint companies. In-house reproduction charges are as follows:

	Prints	Plots	Color Plots
Bond	$ .95/s.f.	$.95/s.f.	$6.00/s.f.
Vellum	1.35/s.f.	1.65/s.f.	7.50/s.f.

4. Reimbursable Expenses

Will be billed at cost plus 15 percent. Client will pay directly for all permit and agency fees; otherwise cost plus 15%. Subconsultant invoices will be billed at cost plus 15%.

5. Insurance Coverage

General Liability: $2,000,000
Errors/Omissions: $1,000,000
California Workers' Compensation - Statutory
Certificates of insurance coverage will be provided upon request.

Fee Schedule: 2024SC Prevailing Wage

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE

Rate Schedule

Role	Rate
Managing Principal	$180.00
Jim Baldovin RLA 4176	
Associate Principal	$170.00
Matt Kohlenberger RLA 2207	
Director of Design	$160.00
Jennifer Frederick, License Pending	
Senior Landscape Architect	$140.00
Masumi Ozawa RLA 3667	
Gary Glandon RLA 3791	
Landscape Architect	$130.00
Arborist	$130.00
Senior Project Manager	$120.00
Erik Peterson	
Richard Ramirez	
Project Manager	$110.00
Vianney Minjarez	
Vincent Rojas	
Job Captain	$100.00
Kathleen Canta	
Senior Draftsperson	$ 95.00
Marc Escobar	
Draftsperson	$ 90.00
Jake Larkin	
Hector San Martin	
Jr. Draftsperson	$ 80.00
Clerical	$ 70.00
Denise Riches	
Sandra Milligan	
Sarah Strasner	

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STANDARD FEE SCHEDULE
(Prevailing Wage)

PERSONNEL - CONSULTING & TESTING SERVICES

A) Principal Engineers & Geologists	$260.00/hr
B) Senior Engineers & Geologists	$210.00/hr
C) Project Engineers & Geologists	$185.00/hr
D) Staff Engineers & Geologists	$175.00/hr
E) Deputy Grading Inspector/Deputy Soils Technician	$180.00/hr
F) Technician	$180.00/hr
G) Laboratory Services	$100.00/hr
H) Drafting	$115.00/hr
I) Expert Witness & Depositions	$550.00/hr
J) Clerical	$100.00/hr
• Additional Copies (Reports)	$55.00/ea
• Additional Copies (Oversize Plans)	$10.00/pg

GEOTECHNICAL LABORATORY TESTING

A) Visual Classification by Engineer/Geologist	$6.00/ea
B) Moisture Content (ASTM D-2216)	$20.00/ea
C) Density of Undisturbed Sample	$20.00/ea
D) Organic Content by Combustion (ASTM D-2974)	$110.00/ea
E) Atterberg Limits (ASTM D-423/429)	$190.00/test
F) Expansion Index EI (Expansion Index) Test (UBC Standard 18-2)	$200.00/test
G) Specific Gravity (ASTM D-854)	$125.00/test
H) Grain Size Analysis	
• Mechanical Analysis (Sand or Gravel)	$105.00/test
• Including Wet Wash over No. 200 Sieve	$160.00/test
• Hydrometer Analysis	$135.00/test
• Mechanical and Hydrometer Analysis (ASTM D-422)	$250.00/test
• Wet Wash over No. 200 Sieve Only (ASTM D-1140)	$90.00/test
• Sand Equivalent	$110.00/test
I) Maximum Density Determination (with Curve)	
• Standard Proctor (ASTM D-698/AASHTO T-99)	$220.00/test
• Modified Proctor (ASTM D-1557/AASHTO T-180) 4 inch Mold	$220.00/test
• Modified Proctor (ASTM D-1557/AASHTO T-180) 6 inch Mold	$260.00/test
J) R-Value	$300.00/test
a. Cement Treated R-Value	$385.00/test
K) California Bearing Ratio – Per Point	$300.00/test
L) Unconfined Compression	
• Pocket Penetrometer	$6.00/test
• Full Unconfined Compression of Undisturbed Sample, with Curve	$110.00/test
M) Direct Shear (Including 3 Points)-Soil	$400.00/test
b. Cement treated Direct Shear	$500.00/test
N) Consolidation Testing (Including Curve)	
• Time Rate With Maximum 12.8 ksf Load	$550.00/test
• Single Point	$150.00/test
• Consolidation/Collapse, No Time Rate Data	$190.00/test
• Swell Percent and Pressure	$190.00/test
O) Sulfates Only	$70.00/test
P) pH/Resistivity/Chlorides/Nitrates/Sulfates	$240.00/test
Q) Chlorides Only	$105.00/test

Note: Prices for geotechnical laboratory testing services not included above will be quoted upon request.

NOTES

1) Projects will be invoiced biweekly for services performed during the previous billing period. All invoices are due upon receipt, and late fees of 1.5% per month will be charged on all balances more than 30 days past due, not to exceed the maximum allowable under California state law.
2) All personnel services and time charged portal/portal.
3) Direct non-salary expenses for engineering and technical personnel charged at cost + 15%.
4) The personnel billing rates are applicable to normal working hours; overtime rates are applicable for services in excess of 8 hours per day, performed outside the hours of 7 am to 6 pm, as well as Saturdays, double time rates for Holidays, Sundays and Night work. Night work is defined as technician services initiated after 4 pm and/or which go beyond 8 pm. Overtime is billed at 130% of standard rates and double time is 200% of standard rates. Minimum monitoring fee 3 hours per trip.

EFFECTIVE JANUARY 1, 2024

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TJW ENGINEERING, INC.
STANDARD COMPENSATION SCHEDULE
(Effective January 2024)

Classification	Hourly Rate
Principal	$260.00
Principal Traffic Engineer/Planner	$235.00
Senior Engineer/Planner	$175.00 - $200.00
Project Engineer/Planner	$125.00 - $175.00
Asst. Project Engineer/Planner	$100.00 - $150.00
Technician	$100.00 - $125.00
Administration	$85.00 - $125.00
Aide	$65.00 - $85.00

GENERAL PROVISIONS OF AGREEMENT

1. The above schedule is for straight time. Overtime will be charged at 1.5 times the standard hourly rate. Hourly rates apply to work time as well as travel time and waiting time, which occur at meetings and public hearings.

2. Unless otherwise stated in the contract, project-related travel, reproduction, and supply costs are billed at cost. Mileage will be billed at prevailing standard mileage rate as determined by the IRS. Subcontractors and other project-related expenses will be billed at cost plus 15%.

3. Unless otherwise stated in the contract, invoice will be submitted monthly for work in progress and/or upon completion of TJW Engineering's (TJW) scope of work. Progress invoices are payable within 30 days of the invoice date or upon completion of the scope of work. Any unpaid invoice after 30 days shall incur a late fee service charge of the maximum interest rate allowed by law or two (2) percent per month whichever is less.

4. Client hereby agrees that the balance in a billing statement is correct and binding unless the client notifies the consultant in writing within fifteen (15) days of the date of billing and informs consultant of the alleged incorrect item.

5. All documents produced as a result of this agreement may be used by TJW Engineering (TJW) without consent from the client.

6. TJW makes no warranty as to its findings except that the work is performed using generally accepted methods.

7. Unless otherwise stated in the contract, the client agrees to limit TJW's liability to the client, due to professional negligent acts, errors, or omissions by the consultant, to the consultant's fee.

8. Any controversy or claim arising out of or relating to this contract, or the breach thereof, shall be settled by arbitration in accordance with the rules of the American Arbitration Association, and Judgment upon the award rendered by the arbitration may be entered in any court having jurisdiction thereof.

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Appendix-Resumes

Docusign Envelope ID: D3C2E5C4-B64B-4FD8-BAF0-413A658853CE



Jacob Vandervis, P.E., QSD/P

Principal-in-Charge

Education

B.S. Civil Engineering – California State University, Long Beach

Year of TAIT Team Enlistment

1997

Total Experience

38

Certifications

Registered Professional Engineer, Civil – CA, OR, AZ, UT, NV, ND, WA, HI, & AK.

Professional Engineer California No. C46301

Mr. Vandervis currently serves as a Vice President/Chief Operations Officer in TAIT's Corporate Office in Santa Ana. In addition to his management duties, he acts as the primary point of contact for several national retail and residential developers. Mr. Vandervis is a licensed civil engineer, and his areas of expertise include site design, grading design, drainage studies, water pollution control plans, erosion & sediment control plans, as well as street improvement plans. He is experienced in site design of all sizes for commercial development, involved in preliminary design to develop cost estimates & due diligence packages, as well as experienced in the entitlement phase of projects. His surveying experience includes the preparation of ALTA and topographic surveys, parcel maps, record of survey and legal descriptions. In addition, Mr. Vandervis has completed fuel tank upgrade programs for various major oil company sites, done facility upgrades for utility clients and has been responsible for entitlement, site design, utility coordination, plan approval, and construction administration on fueling projects. He is a certified Qualified SWPPP Developer (QSD), Certified Development, Design & Construction Professional (CDP) and Certified Retail Property Executive (CRX).

Selected Projects:

Baldwin Park City Yard Improvement Project, City of Baldwin Park, Principal in Charge, 2021-2023

Principal-in-Charge of the in house services, including surveying, engineering, architectural, and fuel station design, for improvements to their City Yard. Those improvements include a total gut and reconfiguration of the main Administration building, as well as improvements to the warehouses and garage.

Pipeline Management Program, FY2019-2020-Phase 1 Project, Glendale Water & Power, Principal-in-Charge, 2019-2020

Principal-in-Charge of the design build services with JDC for the potable waterline project within the various residential neighborhoods of Glendale, CA. The project was located in the residential streets in an area of Glendale which required our team to develop construction documents that could accommodate traffic during construction and a design that would work with many existing utilities.

The Creek at Dominguez Hills, City of Carson, Principal-in-Charge, 2017-2020

This project is 86-acres of a 171-acre development in concert with the County of Los Angeles Department of Parks and Recreations. The TAIT portion of the development has many exciting features for public and private events, including a new Driving Range with 100+ Bays and Putting Areas, a 199,000 SF Gymnasium, 750-foot Zip Line and Adventure Course, 6+ acre Outdoor Amphitheater and Public Park, Clubhouse, Sport Wellness Facilities, a Marketplace, Dining, Youth Outreach Center, and jogging paths around the site. The project is LEED Site Certified, including 2 buildings with LEED Certification.

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David Sloan, P.E.

Lead Project Manager

Education

BS Civil Engineering – Tau Beta Pi Honor Society & Chi Epsilon, University of Southern California

BS Physical Science, Biola

Year of TAIT Team Enlistment

2014

Total Experience

17

Certifications

Professional Engineer California No. 82595

As a Project Manager, David is responsible for supervising staff at TAIT on the preparation of public and private development projects. David has performed and coordinated detailed designs on federally funded arterial roadways, conducted utility coordination for major relocations on high profile projects and conducted project management efforts on multiple projects throughout the Southern California region. David has designed and managed the construction for multiple projects in the southern California region and is an ideal candidate to manage this project for the City. David is an effective communicator and actively stays in contact with his clients throughout the life of his projects. David has also managed multiple public works construction projects and understands the methods and costs of construction.

Selected Projects:

Baldwin Park City Yard Improvement Project, City of Baldwin Park, Project Manager, 2021-2023

As PM, David provided in house services, including surveying, engineering, architectural, and fuel station design, for improvements to their City Yard. Those improvements include a total gut and reconfiguration of the main Administration building, as well as improvements to the warehouses and garage.

Glenn Ranch Road Resurfacing Project, City of Lake Forest, Project Manager, 2020-2021

As PM David provided civil engineering, surveying, and geotechnical engineering on the Glenn Ranch Road Resurfacing Project from Portola Parkway to El Toro. The project limits included a total of 1.6 miles of arterial roadway rehabilitation on Glenn Ranch Road which is a 4-lane arterial roadway with middle turn lane and intermittent median for the full length.

Jacaranda Neighborhood Rehabilitation & Sewer Replacement Project, City of Fullerton, Project Manager, 2019-2020

As PM, David provided civil engineering services for the Jacaranda Neighborhood Pavement Rehabilitation and Sewer Main Replacement Project. The project was located in a historic neighborhood in the City of Fullerton that included over a mile of residential roadway rehabilitation and 2,700 linear feet of sewer main replacement within the neighborhood surrounding Jacaranda Place from the western cul-de-sac to Malden Avenue.

Campus Drive Pavement Rehabilitation Project, City of Irvine, Project Manager, 2017-2018

As PM, David provided civil engineering and surveying on the Campus Drive Rehabilitation Project from Michaelson Drive to University Drive. The project limits include a total of 4000 linear feet of arterial roadway rehabilitation and reconstruction on Campus Drive which is a 2 lane arterial roadway with bike lanes extending through the City of Irvine. The project includes the design of pavement rehabilitation strategies as well as the identification and replacement of non-ADA compliant curb ramps, sidewalk, replacement of damaged curb and gutter, reconstruction and re-grading of the low point of the roadway due to flooding and ponding issues, coordination with IRWD and UCI for right of way and wetlands protection, and the identification and adjustment/ protection of utility facilities throughout the project limits.

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Overlay, Alley Reconstruction, and Cerritos Ave. Widening Project, City of Stanton, Project Manager, 2017

As PM David provided roadway and drainage design services on three separate project areas: 1. Cerritos Avenue Widening & Drainage Improvement Project; 2. Palais Alley Reconstruction Project; and 3. Bradford Community and Rutledge Avenue Rehabilitation Project. Cerritos avenue widening project required the widening of Cerritos avenue from Rose Ave to Flower Street which included removal and reconstruction of existing parkway improvements, relocation of power poles, fire hydrant, water meter, and roadway signs, construction of new curb and gutter, curb ramps, and alley approach, and the relocation and construction of a new storm drain catch basin and lateral. TAIT checked the capacity and flows of the existing inlets to ensure proposed conditions were not constrained.

Newport Heights Alley and Sewer Replacement Project, City of Newport Beach, Project Manager, 2016-2017

As PM, David provided civil engineering services on Newport Height Alley and Sewer Replacement Projects. The project limits spanned across an entire neighborhood in the City's coastal community of Newport Heights and include a total of 3+ miles of alley reconstructions as well as the review and repair of existing alley sewer and lateral connections.

Pier G Avenue North Sewer Line Improvement Project, Port of Long Beach, Project Manager, 2017-2019

As PM, David provided civil engineering services for the review, recommendation, design, and construction support services for the Pier G Avenue North Sewer Line Improvement Project. The project limits spanned approximately 1/3 of a mile within Pier G, and included the review of existing conditions, analysis of tributary areas and hydraulic capacity for the existing system, preliminary design and recommendation for five separate design alternatives which included conventional open trench, pipe bursting, sewer lift stations, sewer force mains, and retrofit of existing sewer lift stations to accommodate the current peak flow conditions. Extensive meetings and coordination efforts were conducted with POLB during the preliminary engineering phase to prepare detailed quality management plans and a basis of design report that outlined all project parameters.

Drainage Improvement Project Phase 1 & 2, City of Diamond Bar, Project Manager/Construction Manager, 2017-2018

As PM, David provided design engineering and construction management services for Phase 1 & Phase 2 of the City's Drainage Improvement Project. This project included three separate areas: 1. Brea Canyon Road – Parkway Drain System & Perforated Drain; 2. Hipass Drive – Sub drain System, Low Flow Storm Drain & X-gutters; 3. Golden Springs – Sub drain System & Low Flow Storm Drain. This project included extensive coordination with the City and the design team in order to recommend and implement final design scenarios for each location. Appropriate water quality treatment systems were implemented in all systems that have direct storm drain connection (modular wetland system), and the sub drain system and crossing were analyzed to avoid conflicts.

Chino Quadrant III Water Line Replacement Project, City of Chino Project, Project Engineer/Specs Manager, 2017-2018

This City project required the replacement of approximately 8000LF of existing 6-inch ACP water pipe with new 8-inch PVC water pipe within13 local streets for the City. The process included obtaining DDW approvals for 8 of the 13 segments.

Portola Parkway Resurfacing Project, City of Lake Forest, Project Manager, 2015-2016

As PM, David provided civil engineering, surveying, geotechnical engineering and federal funding assistance services on the federally funded arterial pavement rehabilitation project which included design engineering, geotechnical engineering, surveying, and federal documentation/ approvals. The project included the rehabilitation of the arterial roadway as well as the identification and replacement of non-ADA compliant or non-functional PCC sidewalk, curb ramp, curb and gutter and other improvements. The design also included the replacement and updating of the roadway and bike lane striping throughout the project limits. The project also included the relocation and reconstruction of an existing median at Bake parkway in order to construct an additional left turn pocket.

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Todd Broussard, P.E., QA/QC

Sr. Professional Engineer

Education

Master of Public Administration, California State University

B.S. Civil Engineering – University of Louisiana, Lafayette

Year of TAIT Team Enlistment

2021 (1989-1997) Previous

Total Experience

37

Certifications

Professional Engineer California No. C57144

In addition to 16 years of private development experience, Mr. Broussard has over 21 years of municipal design and project management experience as Principal in Charge with the **City of Huntington Beach** Public Works Department, overseeing an annual Capital Improvement Program budget of approximately $25 million per annum. Project specific responsibilities included street improvements, wastewater, stormwater, and special projects outside of the public right of way for the City as detailed below.

Selected Projects:

YTEC Re-Use Project at the Great Park, City of Irvine, Project Engineer, 2022-2023

As Project Engineer, Todd provided engineering services for the Building Demolition (Phase I) for the City of Irvine. Site Demolition and Rough Grading (Phase 2) is currently nearing completion. TAIT has also been awarded the final Phase for the Cultural Terrace West project, which will utilize the LIFOC site for re-use.

Youth Treatment and Education Center, Riverside County, Project Manager, 2022-2023

As Project Manager/Project Engineer, Todd oversaw in-house services, including surveying and engineering for the expansion of the County's YTEC facility . Those improvements included a new recreation/learning building and supporting utilities.

Baldwin Park City Yard Improvement Project, City of Baldwin Park, Project Manager, 2021-2023

As Project Manager, TAIT provided in house services, including surveying, engineering, architectural, and fuel station design, for improvements to their City Yard. Those improvements include a total gut and reconfiguration of the main Administration building, as well as improvements to the warehouses and garage and site configuration.

Newport Beach City Yard Improvement Project, City of Newport Beach, Project Manager, 2023

As Project Manager/Project Engineer, Todd is currently overseeing services, including surveying, engineering, architectural, structural, and fuel station design, for improvements to their City Yard. Those improvements include an expansion of the waste material recovery operations, relocation of their fuel island, restroom and wash bay, in addition to a new CNG facility.

Parnell Park Reconfiguration Project, City of Whittier, Project Manager, 2022-2023

As Project Manager, Todd oversaw PS&E construction documents for demolition of all existing facilities to support a new soccer complex, practice fields, basketball court, playground, splash pad, and other amenities. TAIT's services also included surveying to support the project.

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Dennis Postler, P.E.,

Director of Public Infrastructure/Sr. Professional Engineer

Education

B.S. Civil Engineering – University of Minnesota

Year of TAIT Team Enlistment

2023

Total Experience

37

Certifications

Professional Engineer
California No. C46106
Minnesota No. 22011
Wisconsin No. 28521-6
Michigan No. 6201068766

Dennis Postler is Director of Public Infrastructure of TAIT & Associates' Engineering Division in Santa Ana, CA. He is responsible for supervising staff at TAIT on the preparation of public infrastructure projects. As a Project Manager, Dennis has been involved with local roadway and federally funded arterial roadways design and management, public utility design and relocation, traffic design, and park development and design for over 37 years. In addition to managing and designing public capital improvement projects, Dennis has functioned as consulting city engineer to municipalities, has provided general city engineering services and managed plan reviews for developments, land division, stormwater, and final construction. He also provides budgeting assistance; facility planning; sanitary sewer, water main, and storm sewer master planning; special assessments assistance; and QA/QC review and construction management. These services enable Dennis and his staff to efficiently assist public clients with their engineering and public works needs by being an extension of their staff. His work for both the public and private sectors has allowed Dennis to gain invaluable experience in understanding and appreciating what both sides bring to the table.

Selected Projects:

Figueroa Street Rehabilitation, City of Carson, Project Manager, 2023-24
This project includes surveying and civil engineering for 18 miles of an arterial collector roadway The roadway rehabilitation methods include full-width grind and overlay, and full pavement replacement and reconstruction where needed. The project also included concrete reconstruction where needed The project also included concrete reconstruction, repair of damaged sidewalks, driveways, curbs and gutters to meet Americans with Disabilities Act (ADA) requirements, signing and striping improvements, tree removal and replacement based on safety hazards.

Las Palmas Area Street Rehabilitation, City of Fullerton, Project Manager, 2024
This project included surveying and civil engineering for a half mile of rural residential collector full-depth pavement reclamation, three quarters of a mile of residential collector full-width grind and overlay and full pavement replacement where needed, and a half mile of residential cul-de-sacs slurry seal with full pavement replacement where needed. The project also included concrete reconstruction, repair of damaged sidewalks, driveways and curbs & gutters to meet Americans with Disabilities Act (ADA) requirements, signing & striping improvements, and removal and replacement and CIPP lining of damaged sanitary sewer and storm drain utilities.

Whittier Parks & Parking Lot Improvements – Michigan, Kennedy & Guirado Parks, City of Whittier, Project Manager, 2023-24
This project included Survey and Civil Engineering services for modifications and improvements to three parks in the City of Whittier. The project consisted of parking lot rehabilitations and ADA parking and pedestrian improvements in all three parks. Specific improvements to each park included basketball court and fitness court construction, restroom removal, and site improvements for a pre-fab building addition. Services included Topographic Survey, Utility Notifications/Coordination, Demolition Plan, Utility Plan, Grading Plan, Horizontal Control and Signing/Striping Plans. In addition, Specifications, Cost Estimates, Bidding Support, and Construction Support were in included in the Scope of Services.

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Chris Engelbach, E.I.T.

Project Engineer (Roadway/ Pavement)

Education

B.S. Civil Engineering, California State Polytechnic University, Pomona

Year of TAIT Team Enlistment

2016

Total Experience

12

Certifications

E.I.T.

Mr. Engelbach has extensive experience in preparing hydrology and hydraulic analysis utilizing AES, Civil-D and WSPG for a variety of public works and private development projects. Additionally, he has experience with developing and designing Water Quality Best Management Practices (BMPs) WQMP, report preparation, coordination with clients, sub-consultants, site managers, contractors, and survey crew. Mr. Engelbach's technical skills, abilities and engineering experience allow him to assist on all areas of a project.

Jeronimo Road Widening, City of Lake Forest, Project Engineer, 2020-Current

The Jeronimo Road Widening Project will correct the current roadway geometry of Jeronimo Road at the Intersection with El Toro Road in the City of Lake Forest. Mr. Engelbach is the Project Engineer handling the roadway widening design which includes vertical and horizontal design, drainage, relocation of existing public and private improvements, reconstruction of existing roadway medians and construction of a new retaining wall. In addition to engineering services Mr. Engelbach supports coordination with the client, land owners, and appropriate utility purveyors.

Balboa Peninsula Alley Reconstruction and Sewer Repair Project, City of Newport Beach, Project Engineer, 2020-Current

The Balboa Peninsula Project will extend the existing alley, provide needed additional width, correct existing drainage, provide accessible paths of travel, and repair damaged portions of the existing public sewer line. Mr. Engelbach's familiarity with the City's standards along with his knowledge of roadway design and drainage are an asset in facilitating the client's budgetary and scheduling needs.

Trabuco Road Median, City of Lake Forest, Project Engineer, 2020-Current

The Trabuco Road Median Project will provide a safe left turn to and from the Ascension Cemetery Located in the City of Lake Forest. This project includes the design of a new acceleration lane and redesign of existing medians. Mr. Engelbach is the Project Engineer handling the roadway design which includes vertical and horizontal design while maintaining existing drainage patterns.

2020 Local Paving Project, City of Seal Beach, Project Manager, 2020-2021

Project Manager for civil engineering design services on several residential roadways in the College Park neighborhood. The project limits include a total of 0.83 miles of residential roadway uniform and variable depth grind and overlay on two (2) lane.

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Samantha A. Wohlfarth, P.E.

Professional Engineer (Site/ Infrastructure)

Education

B.S. Civil Engineering, Valparasio University

Year of TAIT Team Enlistment

2012

Total Experience

12

Certifications

Professional Engineer California No. 861216

Ms. Wohlfarth has professional experience that includes the preparation of grading plans, water main replacement plans, storm drain plans and drainage reports, sewer plans, cost estimates and storm water management reports for public and private developments throughout Southern California, Western Washington, and North Dakota. Her project experience also includes the preparation of storm water quality reports such as SWPPP, WQMP, SUSMP and LID as mandated by the state and local municipalities. Ms. Wohlfarth has technical knowledge with multiple software programs including AutoCAD 2009-2018, Civil 3D, Land Desktop, Microstation, GeoPak, WWHM2012, RetainPro, and additional specialty programs.

Selected Projects:

Glendale FY2021-2022 Water Main Replacement Projects Glendale Water & Power, Project Manager, 2021-2023

TAIT was contracted to provide design build services with JDC for various neighborhood water main replacement projects. The project required the replacement of approximately 15,000 LF of existing water pipe within 20 local streets, while working in residential streets and incorporating a design that would work with many existing utilities. The process included obtaining DDW approvals for many of the segments.

Dana House Hotel and Surf Lodge Hotel – Project Manager– Dana Point, CA, 2019-Present

As the project manager, Ms. Wohlfarth designed and coordinated the entitlements of the new hotel development at the Dana Point Harbor, in Dana Point, CA. The hotel development is part of an overall Dana Point Harbor redevelopment that in addition to the 5.95 acre hotel site includes approximately 20 acres of redevelopments. This created additional coordination challenges between all of the developments. The project consisted of on-site grading, on and off-site storm drainage design, new off-site driveways within the City's right of way as well as sidewalk and curb ramp improvements within County right of way. The project is currently undergoing a lengthy entitlement and EIR approval process with South Orange County and the City of Dana Point.

Pipeline Management Program, FY2018-2019 Phase 1 Project Glendale Water & Power, Project Manager/Engineer, 2018-2019

TAIT was contracted to provide design build services with JDC for the Pipeline Management Program, FY2018-2019 Phase 1 water main replacement project. The project was located in residential streets in various areas of Glendale which required our team to develop construction documents that could accommodate traffic while working in residential streets and a design that would work with many existing utilities.

Chino Quadrant III A, B, and C Water Line Replacement Project, City of Chino, Project Manager/Engineer, 2017-2018

This City project required the replacement of approximately 8000LF of existing 6-inch ACP water pipe with new 8-inch PVC water pipe within 13 local streets for the City.

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Daniela Malott, P.E.

Professional Engineer (Drainage/WQMP)

Education

M.S. Civil Engineering (Hydrology & Water Resources), University of California, Irvine

B.S. Civil Engineering, California State University, Long Beach

Year of TAIT Team Enlistment

2017

Total Experience

12

Certifications

Professional Engineer California No. C86581

Mrs. Malott has a strong civil engineering background with a water resources and surface water focus. Her engineering experience includes storm drain design, hydrology analysis, and hydraulics analysis and modeling. Prior to working for TAIT & Associates, she was a Civil Engineer at Michael Baker International for 4 years. Before working at Michael Baker International she interned for the Los Angeles County Department of Public Works. Her computer modeling background includes the application of Watershed Modeling System (WMS), Advanced Engineering Software (AES) for hydrologic/hydraulic analysis in Southern California, Water Surface Pressure Gradient (WSPGW) Software, XP-Solutions Storm Water and Wastewater Management Model (XP-SWMM), AutoCAD Civil 3D, ArcGIS, and the U.S. Army Corps of Engineers HEC-HMS (Hydraulic Modeling System), HEC-SSP (Statistical Software package), and HEC-RAS (River Analysis Software). **Selected Projects:**

Storm Drain Plans, Estimates, and Specifications for MDP Line S-1B, City of Norco, Project Manager/Engineer, 2022

Project Manager/Engineer for the Norco Master Plan of Drainage Storm Drain Line S-1B project, includes the design of a 24-inch storm drain later extension line along Golden West Lane. The scope of work for the design of the storm drain system includes hydrology and hydraulics analysis for the proposed line, surveying, preparation of Plan, Specifications and Estimates (PS&E), assisting the City in the bidding process and construction support.

Dana Point Harbor Revitalization, City of Dana Point Harbor, Project Manager, 2018-Present

Ms. Malott has provided stormwater technical design for the Master Plan of Drainage for Planning Areas 1 and 2, supported the development of the Hydrology and Hydraulics Basis of Design Report and WQMP for Planning Areas 3 and 4 for the Coastal Commission Project Application. Starting 2020, she has assisted as the Project Manager for the Commercial Core and Marina development portions of the DPH Revitalization Plan. As the Project Manager, Mrs. Malott has overseen the preliminary design of different aspects of the project, and the construction documents design and development for the Phase 2 of the Commercial Core Portion of the DPH Revitalization Plan. Additionally, Mrs. Malott has led a team of 10 Civil Engineering Designers to support the Projects efforts, while maintaining and providing coordination with the client and other subconsultants. Her organizational skills, civil design knowledge and experience, and communication abilities resulted in timely submittals and project reviews to achieve deadlines and project schedule, as well as to maintain project budget goals.

WQMP/BMP Design for Bristol Street Improvements and Civic Center Street Improvements, City of Santa Ana, Project Manager/Project Engineer, 2020

Mrs. Malott served as the Project Manager/Project Engineer, she provided client coordination, scheduling tracking, reviewed internal scheduling and supported the City in a timely manner and under the budget to achieve the project goals.

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Dan Hinson, Architect

Principal/Architect-of-Record

Education

B.S. Civil Engineering – California State University

Year of TAIT Team Enlistment

2017

Total Experience

31

Certifications

Licensed Architect
California No. C27416

Registered Contractor
California, No. B338174

As a firmly established architect in Southern California, Mr. Hinson has more than 31 years of experience in all aspects of the architectural field. Dan has established and maintains a diverse list of clientele. Dan has extensive experience in the construction industry from finishing concrete to general contracting. As a general contractor, he has provided Design-Build projects consisting of office space, restaurants, hotels and concrete "tilt-up" buildings.

The combination of construction field experience along with architectural sensitivity gives Dan a truly unique ability to provide balance to a project. It is this understanding that gives clients confidence that projects will meet a budget and be completed on time, a value that always brings a vision into reality. Selected Project Experience:

Glen Helen Rehabilitation Center, Sheriff's Multipurpose and Classroom Facility

The Project includes a new structure with Office Space and a Training Area and Conference Room located within the Rehabilitation Center.

Orange County Sherriff, IRC Carousel Replacement Project

Dan has served as the Principal-in-Charge/Architect-of-Record for the Orange County Sherriff for the IRC Carousel Replacement Project. This project consists of the documentation of the existing carousel and support facilities on two levels of the Intake Release Center, the re-design of a new carousel and the Construction Documents for the entire project.

City of Norco Community Center, Conceptual Design

The Project includes a 7,200 S.F. Day Care Facility, a Multi-Purpose Building and a 8,400 S.F. Library. The site was designed to promote outdoor activities which included and amphitheater and a large outdoor patio area.

Riverside County Department of Environmental Health (Corona Office)

The project includes the design and preparation of tenant space for new County Offices.

Department of Naval Warfare

The Project includes Schematic Design of three structures for processing with the Federal Government for funding.

San Bernardino County Department of Child Services, Conceptual Design

Developed a Program based on staff needs and desires and also prepared a schematic design that was functional and cost effective.

Knabe Road Day Car Facility and Medical Office

The Project includes a new private day care facility with necessary State approvals and a two story private Medical Office structure.

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Michael Furlong, P.L.S.

Sr. Professional Surveyor

Equipment

GPS-Trimble & Lieca, Total Stations Trimble & Leica, Data Collectors- Trimble, Leica & Allegro, Electronic Levels, AutoCAD

Year of TAIT Team Enlistment

2019

Total Experience

45

Certifications

CA P.L.S. No. 8899

Mr. Furlong is a Land Surveyor licensed in the State of California with 45 years of experience, over 30 of those being in the Field on all types of Projects from Boundary Surveys to Construction Services with some of the largest listed below. More recently he has spent years providing Mapping Services preparing Tract Maps, Parcel Maps, Record of Surveys, Corner Records and Exhibits of all kinds as well as providing Support to Engineering and Field Support for the Survey Crews.

Public Works Related Projects

- On-call Services for Caltrans District 7 East Contact Area providing Construction Staking and Topographical Surveys on various large widening and reconstruction Highway Projects including the 10, 110, 134 and 210 Freeways.
- Topo and mapping of various rivers at bridge crossings along HWY 101, Santa Clara County.
- SR 71 Segments 1 through 3 in Chino, 6 miles of new Freeway Construction.
- I-10 Segments 1 and 2 in Montclair and Ontario, 10 Miles of Freeway widening.
- SR 30/210 Segments 4, 5 and 7 in Rancho Cucamonga and Fontana, 6 miles of new Freeway Construction.
- I-10 in El Monte, 2 Miles of Freeway widening with 12 Undercrossing structures to be widened.
- SR 60 in Moreno Valley, 8 miles of Freeway widening.

Subdivisions

- Coyote Canyon, a 400 Lot Development in North Fontana with extensive Storm Drain Improvements.
- Sunnymead Ranch a 2000 Lot Development in Moreno Valley.
- Infrastructure for Moreno Valley Ranch a large Development in Moreno Valley.
- Many other Residential and Commercial Development Projects in Orange, San Bernardino and Riverside County.

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THOMAS J. WHEAT, P.E., T.E.

Principal-in-Charge / Owner

EDUCATION
B.S. (Civil Engineering) 1995

REGISTRATION
Professional Civil Engineer (CA) C69467

Professional Civil Engineer (VA) 33614

Professional Traffic Engineer (CA) TR2565

ADDITIONAL SKILLS
Contract Management

Project Management

CAREER SUMMARY

Mr. Thomas J. Wheat, P.E., T.E., is the owner and Principal of TJW. He has been involved in the traffic engineering profession for over twenty-six years managing and designing traffic engineering and transportation planning related projects for both the public and private sectors. His versatile experience includes a wide variety of design and construction projects, and traffic engineering studies. This includes, traffic signals, traffic control, signing and striping, signal timing, ITS, traffic impact studies, warrant analyses and traffic safety studies. Acting as an extension of staff, Mr. Wheat has represented agencies and cities at City Council meetings, Planning Commissions, Public Works Committees, and public outreach meetings. With expertise in traffic engineering, Mr. Wheat has also provided plan check services to the cities of Canyon Lake, Perris, and San Jacinto in Riverside County as well as to the Public Works Department of Orange County.

Leading the TJW team, TJW has had the opportunity to design miles of signing and striping plans and traffic control plans and over 45 traffic signalized intersections and roundabouts within the Orange County Great Park and Neighborhoods in the City of Irvine since 2012. Along with the design, TJW analyzed the capacity and efficiency of roundabouts surrounding Great Park's sports park. In addition to design work, Mr. Wheat has also prepared a variety of traffic engineering studies including traffic impact studies, trip generation studies, parking studies, safety studies, and warrant analyses, to name a few, for various clients and agencies throughout Southern California as well as for public agencies on the East Coast.

Mr. Wheat also has substantial experience in the operations side of traffic signals where he has created timing plans for individual signalized intersections as well as signal systems by using modeling programs, such as Synchro and SimTraffic. He has had the opportunity to adjust and implement timing plans into individual field controllers along with a city's centralized signal system computer.

RELEVANT EXPERIENCE

- Citywide Traffic Signal Upgrades, Lake Forest, CA
- Great Park Neighborhood Traffic Engineering Design, Irvine, CA
- Willow Lane and Manzanita Lane Pedestrian Signal Warrant Review and Pedestrian Beacon Design, Thousand Oaks, CA
- Eucalyptus Ave. and Auto Mall Dr. HAWK Signal Design, Moreno Valley, CA
- US-395 and SR-18 (Palmdale Road) Traffic Analysis and Off-Site Design, Victorville, CA

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GENE KIM, P.E., T.E.

Principal Engineer

EDUCATION
Cal Poly Pomona
B.S. Civil Engineering (2006)

REGISTRATION
Professional Civil Engineer (CA) C83175

Professional Traffic Engineer (CA) TR2684

ADDITIONAL SKILLS
APWA PWI Certified Manager

Agency Coordination

Microsoft Word, Excel, Powerpoint etc.

Traffic Analysis Software - Synchro

CAD Software – AutoCAD, Microstation

CAREER SUMMARY

Mr. Gene Kim, P.E., T.E. is a licensed Civil and Traffic Engineer in the State of California with over 17 years of traffic engineering experience in both private and public agencies. His experience includes transportation planning and traffic design projects such as traffic impact analyses, parking studies, queueing studies, warrant analyses, traffic safety assessments/studies, traffic calming assessments, traffic signals, traffic control and signing & striping design. He has also provided plan check and transportation planning/ traffic engineering services for various land development and construction companies in various cities throughout Southern California. He is also experienced in design-build project-related maintenance of traffic design, traffic analysis of design alternatives and agency coordination.

Most recently, he served a 7-year tenure as a public agency City Traffic Engineer where he was involved in the various aspects of municipal traffic engineering, which was comprised of field observations, safety assessments, traffic data collection, parking demand assessment, speed limit designation, conducting neighborhood and outreach meetings, traffic calming, and engineering design and traffic analysis. His position also afforded him the responsibilities of staff oversight, CIP project management, traffic engineering design and transportation planning plan check and study reviews. His municipal experience also included extensive administrative involvement as a staff liaison for the Public Works Commission (which included writing technical and administrative reports, and presentations) and presentations to the City Council to help carry out their interests, and the interest of constituents.

As part of the TJW team, Mr. Kim has had the opportunity to use his experience and skillset to enhance the management of client relationships while conducting, and supervising staff on, traffic studies and design projects within Southern California, and several projects in the State of Idaho. With the municipal experience gained, Mr. Kim has also been able to successfully navigate inter-agency coordination, while managing agency demands in helping to address their needs.

RELEVANT EXPERIENCE

- Public Agency City Traffic Engineer
- SR-91 Corridor Improvement Design-Build MOT Lead and Coordination
- California High Speed Rail (CAHSR) Project
- Camp Pendleton Basewide Traffic Safety and Operations Analysis

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Gregory K. Mitchell
Principal Engineer

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Professional Registrations
Registered Civil Engineer, California
Registered Geotechnical Engineer, California

Education
BS Civil Engineering, University of New Mexico, 1987

Professional Training
Shallow Foundation Short Course,
University of Missouri-Rolla, 1987

USEPA 40-hour HAZWOPER Training, 1987

Slope Stability and Landslides Short Course
University of Wisconsin, 1997

Experience
Over thirty years' experience in the geotechnical field. Began career as a field engineer on both environmental and geotechnical assignments. The geotechnical assignments included supervision of drilling rigs during geotechnical investigations, and field density testing as part of grading control operations.

Mr. Mitchell managed the geotechnical operations at a branch office of a national engineering firm for three years, and was the regional manager for a second national firm for 7 years. In addition to the management activities, also had responsibility as a senior-level engineer, and obtained extensive experience in preparing and supervising geotechnical studies for commercial, industrial, residential and retail properties, including warehouses, manufacturing facilities, bridges, towers and single-family residences. Many of the commercial/industrial projects consisted of distribution centers in excess of 1,000,000 square feet. Projects have also included mid- and high-rise office buildings, parking structures and industrial equipment such as concrete batch plans and aggregate processing facilities. Provided designs for shallow foundations, drilled piers, driven piles, pavements, floor slabs and retaining walls. Geotechnical experience also includes liquefaction studies, fault studies, forensic investigations, pavement studies, groundwater studies, landslide evaluations, slope stability studies, and general geotechnical consulting services.

Mr. Mitchell currently has joint responsibility for overall management, administration and operations of the Corporation. Duties include proposal and report preparation, development and implementation of field and laboratory testing programs for geotechnical and environmental investigations, and preparation of comprehensive geotechnical reports.

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RESUME

Daniel Nielsen, PE
Senior Engineer

Professional Registrations

Registered Civil Engineer, California

Education

BS Civil Engineering, California State Polytechnic University, 2007

Professional Training

Fundamentals of Professional Practice Course, 2017

Experience

Mr. Nielsen began his career at Southern California Geotechnical in 2005. His duties primarily consisted of field investigation including construction observation and testing, logging geotechnical borings and trenches, percolation testing, and infiltration testing. His duties as a staff-level engineer progressively expanded to include engineering analysis and report preparation for geotechnical investigation reports, shrinkage studies, segmental block retaining wall design, and infiltration studies.

Mr. Nielsen is experienced with various projects types including warehouses, hotels, manufacturing buildings, retail buildings, medical office buildings, residences, bridges, airfield pavements, and building additions. His geotechnical experience includes liquefaction evaluations, slope stability analyses, deep foundation design, pavement design, laboratory testing, and general geotechnical consulting services.

Mr. Nielsen is presently involved with all phases of project coordination, scope definition, proposals, subsurface investigation, lab scheduling, site characterization, design and analysis, and report preparation.

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RESUME

Daryl R. Kas
Senior Geologist

Professional Registrations
Registered Geologist, California
Certified Engineering Geologist, California

Education
BS Geology, California State University Long Beach, California, 2001

Professional Training
USEPA 40-hour HAZWOPER Training, 2013
Fundamentals of Professional Practice Course, 2018

Experience
Mr. Kas began his career as a staff geologist and has progressed to a senior geologist at Southern California Geotechnical, Inc. (SCG). For over 17 years, he has managed geotechnical investigations related to engineering geology, geologic hazards, slope stability, and liquefaction.

Mr. Kas has extensive experience in:

- geological/geotechnical subsurface investigations; (drilling, sampling, trenching, and rock coring)
- geologic mapping;
- geologic/geotechnical feasibility investigation;
- geologic hazard studies;
- fault studies;
- landslide evaluations;
- photo-geologic interpretation;
- detail-oriented data and literature reviews/research; and
- floor level surveys and forensic investigation.

Mr. Kas has performed numerous geological/geotechnical engineering studies for the following type of projects:

- Commercial/Industrial – Concrete tilt-up distribution/warehouse buildings less than 100,000 ft² to over 1,000,000± ft² in size
- Office – Low to mid-rise office buildings with associated parking structures
- Residential – Single-family and multi-family residential buildings to hill-side grading residential developments.
- Retail/Restaurant – Multi-tenant retail buildings, chain restaurant buildings, and nation-wide banks

Mr. Kas currently has responsibility of overall management of the geotechnical/geologic field staff. His current duties also include proposal and report preparation, project oversight and status, field supervision for geotechnical investigation, and preparation of geotechnical and geologic reports. Mr. Kas is a Professional Geologist and a Certified Engineering Geologist in the state of California. He values participation in industry associations and is currently a member of the Association of Environmental and Engineering Geologists (AEG).

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RESUME

Pablo Montes
Project Engineer

Professional Registrations

Engineer in Training, June 2005
Nuclear Density Gauge Certification, December 2005

Education

BS Civil Engineering, California State Polytechnic University, 2005

Experience

Mr. Montes is involved with all phases of project coordination, scope definition, proposals, design and analysis, and report preparation.

Mr. Montes' duties at Southern California Geotechnical include assistance in preparing of Geotechnical Investigations, drafting geotechnical plans, performing slope stability analyses, pile design, cost estimates, and supervising lab work. Mr. Montes' duties also include grading and earthwork observation and testing at construction sites as well as preparing compaction reports.

Professional History

Southern California Geotechnical, Inc.
Yorba Linda, California
Staff Engineer
November 2005 to Present

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RESUME

Gary R. Conrads
Field Operations Manager

Professional Certifications

Nuclear Density Gauge Certification
Radiation Safety Officer Certification

Education

Fairleigh Dickinson University, 1984, B.A. Geology

Experience

Mr. Conrads has over twenty years of successful geotechnical experience, specifically in the area of grading and earthwork observation and testing. Related responsibilities also include extensive experience in training and supervision of others in that area. His experience includes geotechnical testing activities in the laboratory and at the construction site. He is experienced in all phases of grading activities for commercial, retail, and residential projects as well as preparing compaction/grading reports for those projects. He is familiar with interpreting and implementing construction plans, and with local, state and federal regulatory compliance.

Mr. Conrads is as well qualified and experienced in all aspects of project management as he is in geotechnical field and laboratory work. His specific areas of expertise include:

Technician Supervision/Training
Project Management
Grading Observation and Testing
Compaction Testing of Soils, Base Materials, Asphalt
Subgrade Stabilization Techniques Including Lime Stabilization
Maximum Density Curves
Expansion Index Testing
Consolidation Testing
Supervision of Drill Rig and Sampling Procedures during Subsurface Exploration
Grading/Compaction Reports
Pavement Design Reports

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Resumes

JIM BALDOVIN

Managing Principal | Landscape Architect



Education

BS Landscape Architecture,
Cal Poly, San Luis Obispo, CA

Professional Affiliations

Registered Landscape Architect
CA #4176 | AZ #46496
CO #1135 | HI #LA-18985
NM #LA649 | NV #941
TX #3261 | UT #10438291
WA #1451 | WY #0260C

Expert Witness
McMillin Morgan Hill, LLC vs.
Van Dyke Landscape Architects

Philanthropy

The Bourke Family Foundation,
Lights for Literacy Board Member

Cal Poly, San Luis Obispo
Landscape Architect
Mentoring Program

Alliance Foundation
Board Member

Project Experience

- Town Square Las Vegas Park Renovation | Las Vegas, NV
- Wild Rivers Water Park | Irvine, CA
- Schleisman Road Streetscape Theming | Eastvale, CA
- Moreno Valley Mall Renovation | Moreno Valley, CA
- Newport Boulevard Streetscape Improvements | Costa Mesa, CA
- Kitsap Mall Renovation Pocket Park | Silverdale, WA
- La Canada Flintridge Streetscapes Renovation | La Canada Flintridge, CA
- Latino Health Access Community Center + Neighborhood Park | Santa Ana, CA
- Mariners Church Campus + Playground Renovation | Irvine, CA
- J Serra High School Sports Complex + Pedestrian Bridge | San Juan Capistrano, CA
- Whittier Christian School Sports Fields | La Habra, CA
- Del Amo Park Community Center, Playground + Sports Fields | Carson, CA
- Atascadero High School Baseball + Soccer Field Renovation | Atascadero, CA
- Grijalva Park Irrigation and Landscape Renovation | Orange, CA
- Azalea Regional Shopping Center | South Gate, CA
- Castle Heights Elementary School | Los Angeles, CA
- Evermont Affordable Housing and Transit Plaza | Los Angeles, CA
- Hyatt Regency Newport Beach Pool Courtyard Renovation | Newport Beach, CA
- Intel Perimeter Renovation | San Jose, CA
- Irvine Ranch Water District Professional Center | Irvine, CA
- Michigan Avenue Traffic Circles | Santa Monica, CA
- Monterey Road Elementary School Sports Field Modernization | Atascadro, CA
- St. Joseph Hospital | Orange, CA

Jim Baldovin is the Landscape Architect of record for all projects at CDPC and will approve all landscape architectural design documents and construction documents. Jim is the founder and Principal Landscape Architect of Conceptual Design and Planning Company. As a Landscape Architect with over 39 years of hands on experience, Jim embodies CDPC's philosophy of 'social environmentalism' and is primarily responsible for the company's strategic planning and business development. He is actively involved in all aspects of project development including site planning, development of design concepts, submittal review and construction administration. Jim is always focused on the project requirements, program elements, sustainable environmental concerns and client needs. Jim's diverse background brings a unique point-of-view and approach to all of CDPC's projects. He is an advocate for the practice of Landscape Architecture and helps maintain industry professionalism by mentoring students and recent college graduates.

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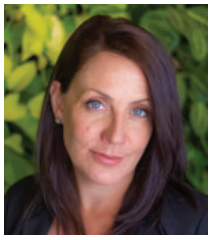
Resumes

JENNIFER FREDERICK
Director of Design



Jennifer has been with CDPC over 25 years and serves as Director of Design. She is an enthusiastic designer and contributor, winning several industry awards for her contributions in landscape design. As Director of Design, Jennifer establishes the flow and rhythm of spaces and pedestrian circulation, leading to harmonious integration of program elements. Her strong design sense brings cohesiveness to elements such as design, materials, FF&E and overall theming. Her love of landscape architecture is a great influence in her work and inspires her to create new and exciting designs in a broad range of industry sectors. She is a skilled project manager with a forte in creative problem solving and client relations.

Education

BS Landscape Architecture,
Cal Poly, San Luis Obispo
Study Abroad, Florence, Italy

Project Experience

- Town Square Las Vegas Park Renovation | Las Vegas, NV
- Wild Rivers Water Park | Irvine, CA
- Azalea Regional Shopping Center | South Gate, CA
- Schleisman Road Streetscape Theming | Eastvale, CA
- Moreno Valley Mall Renovation | Moreno Valley, CA
- Kitsap Mall Renovation Pocket Park | Silverdale, WA
- Renaissance Marketplace | Rialto, CA

ERIK PETERSON
Senior Project Manager



Relevant Project Experience

- Schleisman Road Streetscape Theming | Eastvale, CA
- Wild Rivers Water Park | Irvine, CA
- Mariners Church Campus + Playground Renovation | Irvine, CA
- County of Orange Plan Check Services | Orange County, CA
- Renaissance Marketplace | Rialto, CA
- Promenade at Downey Retail Power Center | Downey, CA

Education

BS Landscape Architecture,
Temple University, Philadelphia, PA

Erik is an experienced project manager with a proven track record of managing large projects in various industry sectors, including public works. Erik was the Project Manager for the successful Hamner Place Mixed Use Development and the Schleisman Road Theming project for the City of Eastvale and currently serves as Plan Checker for the County of Orange.

Erik is an accomplished Landscape Designer and Project Manager with over 15 years of experience under his belt. Erik is a driving force behind the successful completion of many projects at CDPC. His passion for combining the art of environmental design with the practical aspects of construction make him an invaluable member of our team. In addition to Erik's well-refined technical abilities, he also possess the ability to monitor jobs and keep them on-schedule and on-budget. Successfully managing simultaneous projects, large and small, is a skill Erik has mastered by keeping the lines of communication open throughout the project life cycle and working efficiently within the established budget.

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//Santa Ana - Orange County, CA (HQ)

Norco, CA

Sacramento, CA

Boise, ID

Denver, CO

Dallas, TX

Atlanta, GA

TAIT & Associates, Inc.
701 N. Parkcenter Drive
Santa Ana, CA 92705
Contact: David Sloan, P.E.
T: (714) 560-8200 ext. 643
dsloan@tait.com
www.tait.com

Docusign Envelope ID: 1EFA3CC9-F167-4D41-8205-AA66F9CF7196

CITY OF GARDENA
CONSULTANT AGREEMENT WITH
TERRACON CONSULTANTS, INC

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **Terracon Consultants, Inc,** a DE Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - Geotechnical Engineering, Geology and Material Testing

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9**, **2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in

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progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently

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and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall

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comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	Terracon Consultants, Inc 145 W. Walnut St. Gardena, CA 90248 Attn: Josh Morgan Principal

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

Tasha Cerda, Mayor

ATTEST:

Mina Semenza, City Clerk

APPROVED AS TO FORM:

Carmen Vasquez, City Attorney

CONSULTANT – Terracon Consultants, Inc

Donald J. Vrana
Name

Sign: Donald J. Vrana
Title: Chief Financial Officer

Fred Buhamdan
Name

Sign: Fred Buhamdan
Title: Vice President

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference. In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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Terracon
Explore with us



Statement of Qualifications

On-Call Geotechnical Engineering, Geology, and Materials Testing

June 13, 2024

145 W. Walnut Street,
Gardena, CA 90248
P (310) 627-3430

Terracon.com

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COVER LETTER

June 13, 2024

145 W. Walnut Street
Gardena, CA 90248

City of Gardena
1717 West 162nd Street
Gardena, CA 90247

Attn: Kevin Kwak
Assistant Public Works Director
kkwak@cityofgardena.org

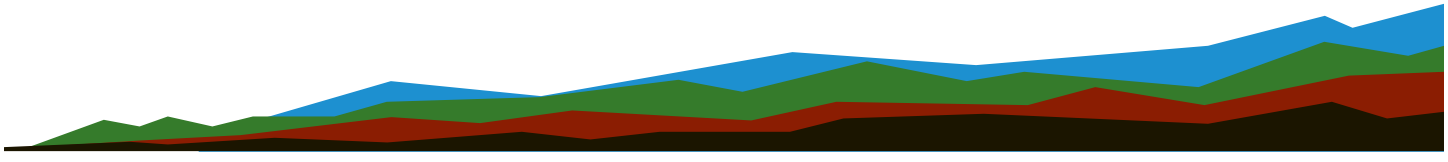
Re: RFQ On-Call Geotechnical Engineering, Geology, and Materials Testing

Dear Mr. Kwak:

The City of Gardena (City) is dedicated to enhancing the quality of life for its residents, fostering business growth, and embracing new prospects, with a particular emphasis on public facilities and infrastructure. Terracon Consultants, Inc. (Terracon) is uniquely positioned to assist the City with On-Call Geotechnical Engineering, Geology, and Materials Testing Services that will ensure safe and sustainable development. Terracon's expertise spans a wide range of projects, from transportation and water infrastructure to City parks and facilities and public parkways. Terracon's commitment to excellence aligns seamlessly with the City of Gardena's vision for a thriving and resilient community.

Terracon is poised to support these efforts. The benefits of selecting the City of Gardena include the following:

- **Proximity to the City:** Terracon is strategically located just three miles from the City, hand as established a profound presence in Gardena. We deeply understand the importance of improving and maintaining the City's infrastructure and facilities and we're dedicated to being an integral part of the public works department. We firmly believe that effective communication is the cornerstone of all successful endeavors. Our local presence will facilitate close collaboration with the City's team, fostering a robust relationship that we anticipate will strengthen over the years.
- **Knowledge of Local Conditions:** Terracon has provided professional engineering services for over 200 projects within the City and over 1000 in the Greater Los Angeles Area. This local expertise positions us as a valuable partner for the City's infrastructure needs. Our team's historical knowledge and deep understanding of the local geology, regulatory environment, and community dynamics allow us to provide tailored solutions that align with Gardena's goals. Whether it's geotechnical investigations, materials testing, or construction support, Terracon's commitment to excellence supports successful project outcomes.
- **Unmatched Resources:** Terracon stands out as one of the nation's leading providers of geotechnical services. Our extensive resources include a large fleet of geotechnical exploration equipment, a network of over 140 laboratories (the largest accredited network among geotechnical firms), and more than 175 offices serving all 50 states. With such comprehensive capabilities, Terracon can efficiently gather and analyze data, providing accurate assessments for Gardena's projects.
- **Comprehensive Service Offerings:** Terracon's services cover a wide range of geotechnical and materials testing needs. On-time and real-time data-driven insights, provided by our talented employee-owners, create an unmatched client experience that spans the lifecycle of any project from earth to sky. This adaptability ensures that Gardena receives tailored recommendations for safe and sustainable development.
- **Commitment to Excellence:** As an employee-owned firm, Terracon is deeply committed to quality and client satisfaction. Our engineers and scientists specialize in geotechnical performance monitoring, site evaluation, and construction materials testing. By partnering with Terracon, the City can confidently move forward with its growth initiatives, knowing that they have a reliable and experienced ally.



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We are committed to supporting the City's infrastructure and community development goals. We understand that the City places a high value on maintaining and enhancing public facilities and infrastructure, and we are well-equipped to assist in these areas with our comprehensive range of services:

- **Soils Investigation and Geotechnical Engineering Reports:** Our team can conduct thorough soils investigations and prepare detailed Geotechnical Engineering reports. These reports can cover various aspects such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, and sinkhole/voids investigation and analysis. These services will ensure that the city's infrastructure projects are built on a solid foundation and are designed to last.
- **Laboratory Work:** We offer laboratory services related to all aspects of Geotechnical Engineering. Our state-of-the-art labs can analyze soil samples, providing valuable data that can inform the design and construction of infrastructure projects.
- **Construction Inspection:** Our team can provide construction inspection services for various aspects of infrastructure projects. This includes inspection of asphalt concrete, aggregate base, and concrete placement during construction, as well as grading excavation and backfill. These services can help ensure that construction projects adhere to the highest standards of quality and safety.
- **Testing Services:** We offer a range of testing services, including field compaction and laboratory testing of soils, aggregates, asphalt, and concrete. These tests can provide crucial information about the materials used in construction projects, helping to ensure their durability and longevity.

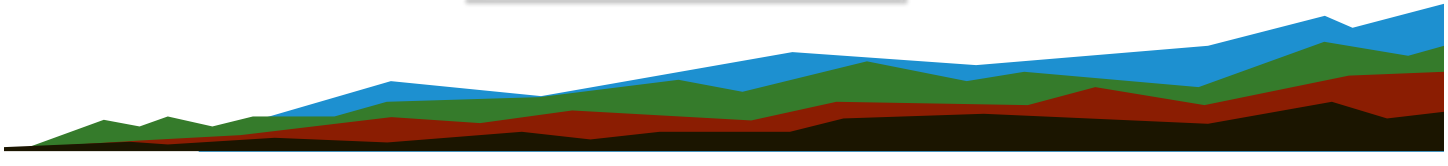
We appreciate the opportunity to work with the City. Josh Morgan, Principal, is authorized to bind Terracon and has read and will comply with all terms and conditions of the RFQ. Carlos Amante, PE, GE is the Senior Project Manager and direct point of contact for the City. If you have any questions or require further information, please do not hesitate to contact us. We look forward to your positive response.

Sincerely,
Terracon Consultants, Inc.

Carlos Amante, PE, GE
Senior Project Manager | Point of Contact
(949) 864-2062
carlos.amante@terracon.com

Josh Morgan, PE
Principal | Authorized Signer
(310) 627-3414
josh.morgan@terracon.com





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Firm Qualifications and Experience

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FIRM QUALIFICATIONS AND EXPERIENCE

TERRACON BACKGROUND & EXPERIENCE

Wherever you are on your project journey, Terracon's employee-owners are ready to meet you there and help you reach your goals. Since our founding in 1965, Terracon has grown and evolved to become a thriving, **employee-owned, multidiscipline engineering consulting firm providing geotechnical, materials, environmental, and facilities services.** Our more than **6,000 professionals** include engineers, scientists, architects, facilities experts, and field professionals focused on solving engineering and technical challenges from more than 175 offices nationwide. Of the 6,000+ employees, Terracon has **350 principals**, nationwide.



Terracon consistently ranks among the top 25 design firms by Engineering News-Record (ENR). In addition to ranking #21 in ENR's Top 500 Design Firms, Terracon also ranks **#11 in California's Top Geotechnical and Environmental Firms.**

Terracon **has provided geotechnical engineering services for over 100 projects within the City and surrounding communities.** This translates into quick and economical responsiveness for projects located in the City, supported by a demonstrated understanding of prevailing conditions, regulations, and protocols applicable to each project, allowing them to provide practical and cost-effective solutions.

Throughout the life of your project, we won't just point the way – we will go with you. Together, we are explorers turning big ideas into reality for our partner clients, employees, and the world around us.

From site selection to the design and construction to maintaining the infrastructure's life, we will help you succeed through engineering and scientific expertise, a passion for problem-solving, and a drive to explore.

We're ready when – and where – you are. **Explore with us!**

TERRACON SERVICES

Geotechnical and Materials Testing Services
With Terracon you get an experienced team of experts in both geotechnical investigations and materials testing. We partner with cities throughout the region to provide on-call services to meet their goals and keep projects on budget and schedule. Terracon has all the capabilities needed to successfully complete all tasks assigned under this contract.

Our services include:

- **Geotechnical Investigation:** Terracon conducts geotechnical investigations at project sites to assess existing subgrade soils and slopes. These investigations provide critical information for design, including slope stability analysis.

  Background geotechnical reviews are also performed, utilizing readily available geotechnical reports from nearby and adjacent projects, regional geologic maps, aerial photographs, and geotechnical maps.

  Subsurface Geotechnical Evaluation: Terracon collects relatively undisturbed and bulk samples of existing materials for laboratory testing. This evaluation helps assess the engineering characteristics of on-site materials and any imported materials.

- **Geotechnical Reporting:** Terracon prepares comprehensive geotechnical reports that present findings, soil and engineering analyses, conclusions, and recommendations. These reports cover various aspects, including materials testing and design parameters.

- **Construction Support Services:** Terracon provides on-site materials testing during construction. This includes documenting trench backfill operations, assessing soil moisture conditions, evaluating lift thickness, and ensuring proper compaction methods.



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GEOTECHNICAL ENGINEERING DESIGN SERVICES

- Subsurface Exploration and Testing
- Field/Laboratory Testing
- Infiltration Testing
- Soil Classification and Analysis
- Geologic and Seismic Ground Motion Hazard Analyses
- Soil Liquefaction and Seismic Settlement Analyses
- Foundation Analysis & Design & Review of Earth Structures, Slopes, & Retention Systems
- Slope Stability Analysis
- Soil Stabilization & Ground Improvements
- Landslide Investigations
- Erosion Mitigation
- Pavement Analysis & Design
- Road Subgrade Stabilization Recommendations
- Earthwork and Grading Recommendations
- Fill Compaction and Backfill Requirements
- Dewatering and Seepage Control Analysis
- Groundwater Level Monitoring
- Shoring Design

SPECIAL TESTING SERVICES

- Surface Wave Analysis and Seismic Refraction Testing
- Inclinometer Monitoring
- Settlement Monitoring
- Thermal Integrity Testing
- Crosshole Sonic Logging (CSL)
- Pile Dynamic Analysis
- CESCL Inspection

GEOTECHNICAL INSPECTION SERVICES

- Field Density Testing
- Subgrade Proofrolling
- Shallow Foundations
- Ground Improvement
- Deep Foundations
- MSE Retaining Walls
- Permanent Retaining Walls
- Tieback/Soil Nail Testing
- Temporary Shoring

AGGREGATE TESTING

- Fractured Face Count
- LA Abrasion
- Sodium Sulfate Soundness
- Sieve Analysis
- Course and Fine Aggregate Specific Gravity
- Organic Content
- Degradation
- Sand Equivalent

SOILS TESTING

- Soil Strength Characteristics
- Consolidation Testing
- Soil Moisture Content
- Soil Grain Size/Hydrometer
- Soils Specific Gravity
- Atterberg Limits
- Soil Relative Density
- Corrosion Properties

Geostructural Design and Instrumentation

Whether a project needs excavation support to allow underground development, retaining walls to facilitate the development of sloping sites, ground improvement systems to provide foundation support over soft soils, or micropiles to support heavy loads in confined areas, we can design a solution to appropriately fit our clients' needs. Terracon engineers have extensive experience in preparing geostructural instrumentation monitoring plans, performing instrumentation installation, and providing monitoring and web- hosting services for remote, real-time project instrumentation monitoring.



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Laboratory Services



You will have access to Terracon's in-house, fully equipped and accredited laboratories. Our Colton laboratory is full-service. Our regional laboratories are equipped with concrete compressive strength testing machines, high-temperature asphalt ovens, and full HVEEM and Marshall mix design capabilities.

Terracon's laboratories are equipped to perform a wide variety of tests for various geotechnical studies and materials used during construction. Based on experience with several other on-call type contracts, we anticipate laboratory testing for geotechnical projects will likely include sieve analysis, Atterberg limits, specific gravity, moisture content, dry unit weight, laboratory compaction characteristics (Proctors), R-value, permeability, swell-consolidation, time-rate consolidation, compressive strength (rock), and triaxial or direct shear strength.

Our local laboratories have the following certifications:

- AASHTO Accreditation Program/Materials Reference Laboratory (AMRL)
- The U.S. Army Corps of Engineers Certified
- Accepted Laboratory (LEA Program), Division of State Architect (DSA)
- Inspected by Cement and Concrete Reference Laboratory (CCRL)
- Caltrans Qualified Laboratory
- Office of Statewide Health Planning & Development (OSHPD)

For construction materials testing, we anticipate laboratory testing may include several of the tests described above for geotechnical projects as well as asphalt extraction, asphalt stability/flow/air voids, bulk specific gravity of asphalt, and theoretical maximum specific gravity. We can also provide compressive strength testing for concrete cylinders, concrete beams, grout, masonry block and prisms, and core samples. We have dozens of unique laboratory capabilities that can be offered by other offices throughout the country as special testing requirements arise. Terracon works regularly with nearby laboratories to perform other types of unique laboratory testing requests if needed.



In-House Drilling Services

With more than 135 drill rigs, **including one locally in Gardena**, Terracon owns and operates the largest drilling fleet of any geotechnical engineering firm in the U.S. You will have access to the largest geotechnical drilling fleet in the nation. This large drilling fleet allows for the use of multiple rigs if work must be expedited.

Our exploration equipment, which can access almost any site condition, includes:

- Drills
- Cone Penetrometer Testing
- Direct Push Units (all sizes mounted on trucks)
- Tracks
- Skids
- Buggies
- Barges (overwater access)
- Other All-Terrain Vehicles

Our intrusive methods of exploration and sampling, include:

- Hand Augering
- Hollow Stem Augering
- Mud Rotary Wash
- Rock Coring
- Angle Drilling
- Direct Push Techniques
- ODEX© and Symmetrix© Overburden Drilling, Air Rotary with casing

Specialized in-situ testing methods include:

- Cone Penetration Testing (CPT and SCPTu)
- Dual-Cone Penetrometer
- Downhole Vane Shear
- Dilatometer Modulus Testing
- Pressure Meter Testing
- Borehole Shear
- Packer Testing
- Geo-Instrumentation Installation and Automation

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In addition, the track and all-terrain balloon tire rigs allow us to access the full spectrum of terrain regardless of site conditions. We also have many master agreements in place with local subcontractor exploration teams to supplement our in-house exploration team to provide support for large projects, meet expedited schedules if our internal drill rigs are not readily available, and to perform other types of field exploration such as completion of exploratory test pits. This is a direct benefit to you since fieldwork will be performed faster and will not be delayed by adverse site conditions.

Soil Testing

Laboratory tests are performed to define soil properties and identify those soils that do not conform to project specifications. For moisture content, strength, and stability, the early identification of issues helps avoid future problems for our clients and allows for correcting problems both before and during construction. Tests include laboratory compaction characteristics of soil, plasticity index, gradation, organic content, classification, swell pressure, unconfined compressive strength, and corrosion index testing.

Advanced Soils Testing

In addition to routine index property testing, Terracon laboratories are also equipped to perform the following specialized soil tests:

- Shear Testing
- Consolidation
- Swell
- Hydraulic Conductivity
- Thermal Resistivity

Inspection Services

Proper selection, quality, workmanship, and performance of construction materials play a vital role in ensuring that today's buildings and infrastructure perform adequately over long periods. We provide continuous improvement and innovative solutions while working with clients to communicate goals, evaluate materials and processes, and reduce the potential for deficiencies. If a failure occurs, we investigate and evaluate to provide our client with practical and cost effective solutions.

- Construction Quality Assurance/Quality Control
- Special Inspection
- Materials Engineering Field and Laboratory Testing and Analysis
- Construction Observation & Monitoring
- Structural Steel & Nondestructive Testing
- Pavement Consulting & Engineering
- Forensic Evaluation
- Materials Condition Assessments

Terracon's Project Approach to providing Special Inspection and Testing Services for the City's projects is founded on decades of Special Inspections and Materials Testing experience with large and complex projects. Our experience on these projects has led Terracon to develop programs and processes to facilitate continuous improvement and innovative solutions.

Pavement Engineering

Terracon's pavement evaluation, design, preservation management, and construction management experience provides needed expertise to meet pavement lifespan challenges.

Terracon uses technologies in field testing and evaluation, laboratory testing, and both visual and geophysical surface condition assessments to provide accurate results. We can provide the most cost-effective recommendations intended to support decision making during the design process and long-term planning for many types of pavement projects.



- Subgrade Evaluation: Subgrade properties are fundamental to pavement design. Terracon offers a full range of drilling, sampling, and coring equipment.
- Material Evaluation: Dynamic Cone Penetration testing for subgrade support characterization and a suite of laboratory tests for determining material properties.
- Existing Surface Evaluation: Paving surfaces may consist of concrete, asphalt, or both. Evaluation of the existing pavement and distresses are performed using ASTM methods.

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Pavement design requires knowledge of the traffic conditions (current and projected), environmental conditions, subgrade properties, pavement types, and design life criteria. With the appropriate balance between subgrade preparation and pavement design, a practical solution is engineered.

Services include performing pavement condition surveys to forecast future pavement condition and lifespan. We prepare work plans to extend pavement life, optimize pavement expenditures, and manage pavement maintenance programs. The client can then make informed decisions and remove the guessing game associated with short- and long-term pavement management.

Once the path forward has been determined, proper pavement management plan execution is paramount. Terracon provides the owner the peace of mind the construction/maintenance of their pavement investments will be done correctly and efficiently. From construction administration to materials testing, Terracon provides construction management services from project start to finish.

Concrete and Masonry

New criteria for concrete and masonry construction are evolving continually. Terracon routinely performs design mixes for concrete, mortar, and grout to satisfy the project specifications. Compression and flexural tests are typically performed on hardened concrete cylinders and beams, mortar and grout cubes, and masonry units. Petrographic analysis, drying shrinkage of Portland cement concrete mixes, chloride ion content, rapid chloride ion permeability, freeze-thaw durability, and efflorescence tests can also be performed.



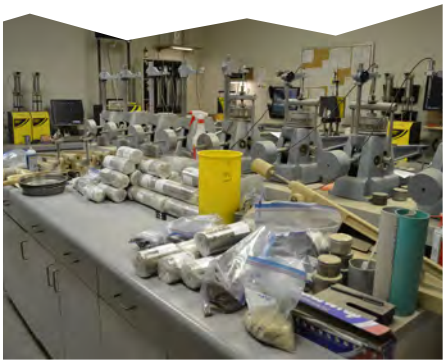
Concrete mix design is the process by which concrete performance properties and mixture proportions are established. Terracon laboratories are experienced at finding the right combination of cementitious materials and aggregates to meet today's rigorous specifications and yield a workable, economic mix to meet your project needs. With Terracon's nationwide network of laboratories, our experienced professionals have a vast knowledge of regional standards, materials, and aggregate sources.

Asphalt

Modern construction practices involving asphalt require consideration of such factors as durability, adaptability to fast-track construction, and proper performance under specialized applications. Asphalt concrete mixes can be designed using local materials that best-fit roadway and airport needs. The optimum mix design is determined through Superpave, Marshall, or Hveem test methods and laboratory testing of aggregate properties, extraction, and gradation.

The evaluation of in-place materials is fundamental to decisions regarding the necessity to replace or repair pavement layers. Core samples can be taken to determine the thickness and density of the asphalt concrete and base course materials and to evaluate subgrade properties. Nondestructive nuclear density gauge tests can be performed rapidly for statistical analysis at numerous locations. Recommendations regarding the need for under-drainage or subgrade improvement can be developed. Areas that require patching before placing overlays, and the potential for recycling the in-place pavement system into a new pavement system can also be studied.

Aggregates



Aggregate quality is established and monitored by performing various laboratory tests such as gradation analysis, specific gravity, absorption, soundness, freeze-thaw, abrasion, deleterious substances, and acid solubility.

The construction industry requires durable aggregates for many construction building applications, which must meet strict quality testing standards and criteria. Terracon has a nationwide network of laboratories that specialize in determining the durability of aggregates for these applications. Our full range of independent concrete and

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aggregate testing services can help ensure both the quality of your aggregate and the long-term performance of your project.

A few applications may include the following:

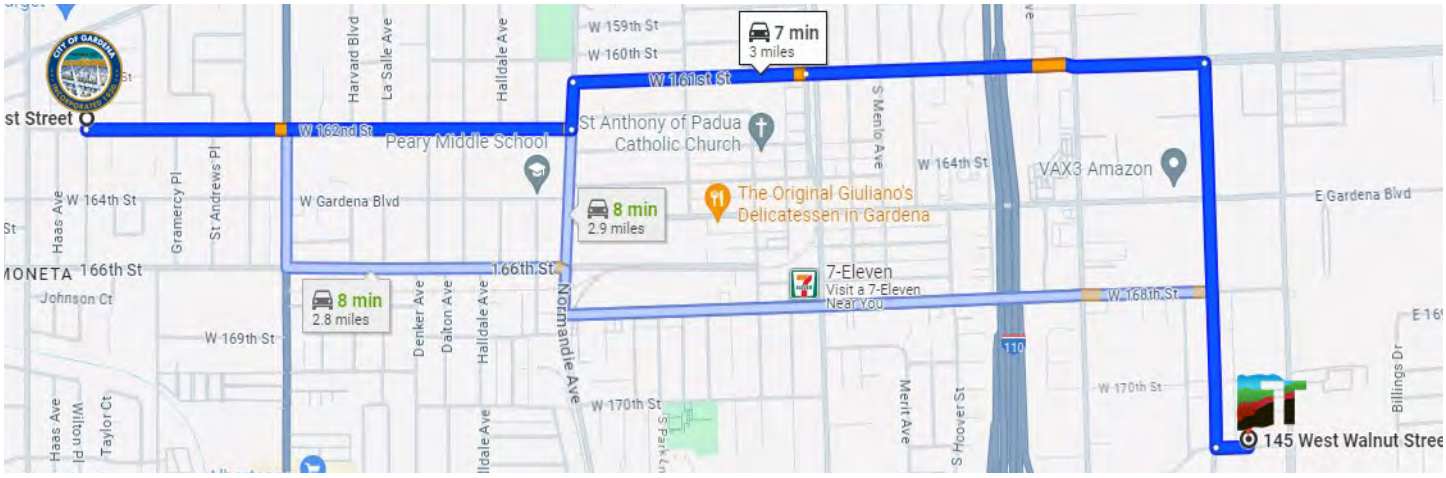
- Portland cement concrete structures (buildings, bridges, pavement, lightweight aggregate applications, art/ decorative/sound barriers, and many other hardscape applications)
- Pavement construction (aggregate road base, hot mix asphalt)
- Sports athletic structures (running track and athletic field synthetic turf substrate and drains)
- Earthwork and foundations (structural embankments, dam applications, and rammed aggregate piers)
- Masonry construction (mortar, grout, CMU, and modular blocks)

TERRACON STRENGTHS

LOCAL TO GARDENA

Situated just 3 miles from City Hall, Terracon is deeply rooted in Gardena. We understand the importance of improving and maintaining the City's infrastructure and facilities and will become an extension of the public works department. Communication is the key to all successful projects and being local allows us to work closely with the City's team to foster a strong relationship for years to come.

We also maintain three additional offices within Southern California, providing convenient support for our local team to meet our client's project needs, including schedules.



PRIMARY OFFICE	SUPPORTING OFFICES		
Los Angeles County: 145 W. Walnut Street Gardena, CA 90248	**Orange County:** 23041 Avenida De La Carlota, Suite 350 Laguna Hills, CA 92653	**San Diego County:** 9123 Chesapeake Drive San Diego, CA 92123	**Inland Empire:** 1355 E. Cooley Drive Colton, CA 92324

INNOVATIVE SOLUTIONS

Terracon's vision to lead innovation means constantly asking, "How can we do things better?" We are focused on innovation efforts supporting both employee experience and client experience, driving efficiency and safety. This commitment is evidenced by internal leadership dedicated to developing innovation and digital services, including Stage1, TARGETID, Pivvot, Compass[SM], and GIS services and data solutions. This leadership team is focused on assessing potential innovation within our service lines, innovation development, and industry trends.

"Your team is always so reliable, and I am so grateful for it."

Charlotte Knight, Senior Proposal Coordinator, CWE

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Terracon STAGE1



Stage1 is a technology developed by Terracon that allows quick, site-specific research, so project planning and feasibility-level design can move forward, with a plan to confirm expectations in later project phases. Clients can interact with GIS layers, tap into our historical subsurface data, and receive the opinion of our experienced geotechnical professionals to understand preliminary geotechnical site considerations prior to field exploration. Using this web-based delivery system, real-time collaborative reporting and decision-making is faster, more informed, and more efficient. Our clients (and our industry) are taking notice: Stage1 has earned awards for innovation from the Environmental Business Journal and the Association of General Contractors.

TARGETID
POWERED BY Terracon

Our proprietary data management system, TargetID, is our premier materials testing data delivery service. With actual CAD drawings inserted into our GIS system, you can interact with your information in a way like never before.

TargetID, generates real-time test results of critical information such as 24-hour report turnaround of non-conformance items and failing tests, custom report delivery that can be shared with the entire project team and real-time reporting to keep the entire project team informed, saving time and money. TargetID generates real-time test results of critical information, keeping you informed of all test results and helping your project move forward.

TargetID also offers almost unlimited flexibility with items to map, statistical tools to keep on your dashboard, and filtering by elevations in high rises and large cuts and fills. The flexibility and intuitive capabilities of TargetID are ideal for "big data" projects and will most assuredly make your construction manager's life much simpler.

Terracon GIS Capabilities

Terracon uses the most advanced GIS software applications and database management tools in the industry to help us effectively manage, analyze, and visualize site data in support of projects nationwide. We leverage the ArcGIS platform to provide a wide range of project solutions from traditional map documents to custom web applications. Our staff are versed in a variety of programming tools and languages including Python, C#, JavaScript, VB.NET, ArcGIS Server, ArcObjects, and XML to deliver customized project solutions, and execute complex database development and integration tasks. We also utilize 3D modeling applications including ESRI ArcScene/ArcGlobe and Ctech MVS for complex sites requiring advanced data analysis and visualization. Regardless of the project scope, we strive to deliver intuitive products that help us communicate project data to our clients and other project stakeholders.

CMELMS™ Management System

In order to provide our clients with real-time field and laboratory data management and reporting, Terracon developed and maintains an automated application that we call CMELMS. The acronym stands for Construction Materials Engineering Laboratory Management System and is utilized by construction materials engineering and testing operations in our offices.



CMELMS is a complete and comprehensive field and laboratory testing data and results management system.
Features in the application include accessing and distributing test results and field observation reports by a push of a button.

CMELMS automates the delivery of our testing and inspection information and can be used anywhere with an internet connection or through a wireless device. Data (test results and inspections) can be entered into the application right from the project site so that project managers and engineering staff have real-time access to the field data. Final Client Reports are produced in the same application, which allows us to achieve better communication, more consistency, and faster turnaround of reports on the project.

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Terracon Compass

We utilize our industry-leading delivery platforms to allow us to provide real-time information to clients and their design teams to allow projects to move along at an accelerated pace and on schedule. Our internal project delivery systems are designed to provide timely information via Compass[SM], Terracon's online collaboration platform.

Make rock-solid decisions and maintain your project's forward momentum with real-time access to high-quality data and Terracon's responsive partners. As soon as the City gives us the green light to move forward as your consultant, your project is launched through an online collaboration platform that lets you easily view project data, documents, and reports, and interact with your team all in one place!

Terracon's Compass[SM] tool connects the City's team with your project data and our technical team through a highly customized, visual interface. We are continually enhancing this proprietary platform to deliver seamless facilities, environmental, geotechnical, and material services at any point in your project lifecycle, from site selection through construction and asset management.

The City has real-time digital access to your project information as it becomes available. Our team uses mobile technology to capture and transmit data from the field as it's collected, so you don't have to wait for the final report to make critical decisions to keep your project on schedule.

How does Terracon Compass work?

- City's team receives automated access and secured login credentials.
- Next, the team will be introduced to Compass at our client-engaged kickoff meeting.
- Following that meeting, your team can log in at any time to:
  - Customize notifications.
  - Obtain contact information for key Terracon project team members.
  - Collaborate with the entire team.
  - View project site overlaid with both public subsurface maps and Terracon's proprietary subsurface data.
  - Monitor project progress.
  - View all Terracon services performed at the site.
  - Track milestone deadlines with completion dates updated in real-time.
  - Download digital data.
  - Receive final, signed deliverables.
  - Build a library of past projects and access the data any time long after projects have been completed.

Pavement Technology Solutions with Pave-AI

Managing your pavement assets is essential to detect hazards early and apply the appropriate pavement maintenance technique to extend the life of your pavement asset while simultaneously keeping operations moving at your business. Using information from pavement asset quantification and management technology, Terracon can partner with you to develop a best-practice, data-driven pavement maintenance strategy to mitigate future risks and optimize your budgets.

Terracon's pavement technology provides automated distress detection and Pavement Condition Index (PCI) calculation through time-stamped mosaic imagery and artificial intelligence (AI) learning. This innovative approach enables our engineers to safely and efficiently collect field imagery, generate mosaic models, calculate pavement conditions, and ultimately utilize this data to create summary reports with maintenance and rehabilitation options and budget projections.

The City can make cost-effective maintenance decisions and prioritize projects over time using the pavement condition data collected and stitched together using Terracon's Pave-AI innovative approach that provides a more precise image of your pavement as well as more comprehensive coverage of your pavement than is done in a typical manual survey.



The City can be confident that our innovative, cost-effective pavement solutions will help you extend the life of your pavement assets and optimize your budget!

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Key Personnel and Experience

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KEY PERSONNEL AND EXPERIENCE

DELIVERABLE WORK PLAN



Ensuring all deliverables are on time, within budget, and free of errors starts with an excellent work plan. Our methodology begins with a strong commitment to partnership, collaboration, communication, and coordination with all team members. A typical scenario of how this strategy would be implemented consists of the following:

- **Project Initiation and Coordination:** Terracon will meet with the project team to receive the specific project requirements. A preliminary work plan including project cost estimates, schedule, allocation of staff and equipment, and formulation of budget control elements will be submitted for approval.
- **Project Level Coordination/Field Work:** Under the City's direction and based on the construction plans, Terracon's Project Manager will undertake detailed phase planning and execution. The Project Manager will coordinate with the appropriately certified and qualified engineers, inspectors, technicians, and staff to initiate the work and to follow it through to completion.
- **Laboratory Testing:** Laboratory testing for each project will be performed by Terracon's Colton office and results will be subject to quality assurance by the Laboratory Manager.
- **Task Analyses/Report Preparation:** Terracon utilizes our proprietary tools and software, Construction Materials Engineering Laboratory Management System (CMELMS) and Client Portal, to provide your project team with accurate and timely reports associated with the services on your project. CMELMS is a complete and comprehensive field and laboratory report tracking, information management, and distribution system that ensures timely and accurate reporting. This system allows us to accurately track a sample in the field or laboratory by setting up a dispatch report and tracking ID for each task scheduled and dispatched. Our field staff will complete their daily reports on-site, utilizing laptops and smartphones. We have a mobile app that our field staff will use for field data collection and reporting as part of our Seamless Constructed Deliver approach. Once the reports are completed, our project managers will be notified that reports are ready for review and distribution. Our project manager will review and submit reports to the designated project team daily. Any non-conforming conditions or uncorrected deficiencies will also be tracked and reported immediately to the project team for a resolution plan.

QUALITY CONTROL/QUALITY ASSURANCE

Terracon's approach to consulting services for the City's projects is founded on decades of Geotechnical and Materials Testing experience with various on-calls. This experience has led Terracon to develop programs and processes to facilitate timeliness and communication on our projects. Unique to Terracon, our data management system, Compass, strengthens our entire process. Terracon's Compass^{SM} tool connects your project data with our technical team through a highly customized, visual interface. Our clients have real-time digital access to your project information as it becomes available. Our team uses mobile technology to capture and transmit data from the field as it's collected, so you don't have to wait for the final report to make critical decisions to keep your project on schedule.

- **Quality Control/Quality Assurance:** Our Authorized Project Reviewer (APR) program promotes quality performance – getting it right the first time, every time. Terracon's APR program provides you with accurate, comprehensive reports and saves you time and money by using internal measures to reduce errors. Quality oversight includes the selection, vetting, approval, and ongoing evaluation of qualified Authorized Project Reviewers (APRs) who have the responsibility to oversee quality for every project. We have designated APRs for our geotechnical, materials testing, and laboratory services.

"Sending out a quick note thanking team Terracon for concluding the work earlier today. Your team did a great job staying on schedule and conducting themselves in a professional manner".

-Daniel Sanchez,
Operations Coordinator
Aeroplex Group Partners
(Long Beach Airport)

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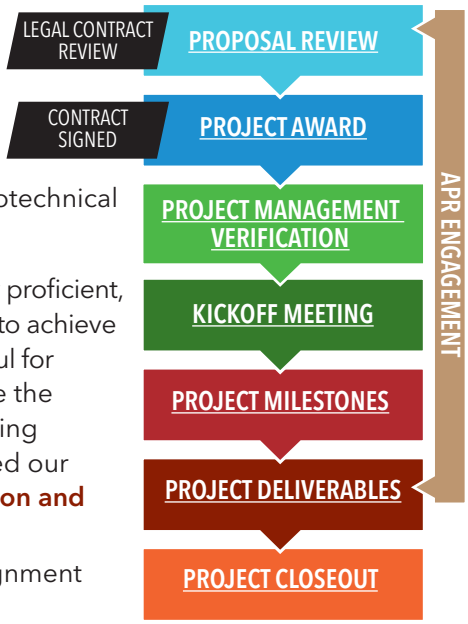
The City needs more than a consultant. **We operate as an extension of your staff and take a personal stake in your success.** Carlos Amante, PE, GE will serve as Terracon's Senior Project Manager and be the City's primary point of contact. He will support Smriti Dhital who will serves as the Project Manager and will oversee day-to-day operations until project completion, ensuring that the Terracon team's resources are readily available to the City. One of Terracon's key advantages lies in its comprehensive range of specializations, all conveniently housed under one roof. Additionally, Terracon boasts a dedicated team of specialists who provide geotechnical and materials testing services across various categories.

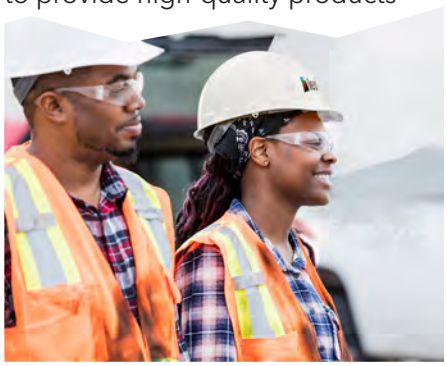
Type I Project Process



The primary objective of Terracon's management approach is to ensure the technically proficient, timely, and cost-effective execution of your project. Our approach has been designed to achieve this objective using components of management strategies that have proven successful for similar projects with municipalities throughout Southern California. In order to provide the City with services that respond to a variety of needs, while simultaneously maintaining the technical quality of final deliverables and budget/schedule control, we designed our program management for the City to provide **clearly defined lines of communication and management responsibilities,** including the following features:

- Integrated team of consultant professionals and resources allocated for assignment based on expertise.
- Structured approach to conducting quality control that assigns a team of senior personnel who have an expertise in applicable regulations and current industry standards to provide review of deliverables throughout the life of a project.
- Redundant capacity, capable of expanding team resources in response to supporting changes of requirements and priorities, as needed.
- Ease of scheduling through the use of Geotechnical Exploration Managers and Construction Inspector Dispatchers.
- Clear, centralized management procedures for financial control and quality assurance that provides weekly cost accounting report for each person working on a specific project.
- Proactive approach to problem solving which provides direct input to the City and access to the Terracon Team.
- Simplified management structure with areas of responsibilities and accountability defined.
- Depth of resources capable of expanding teams to respond to changing future support requirements and priorities.
- Senior Quality Assurance/Quality Control reviews throughout the life of a project to help assure the highest caliber reports and engineering documents.
- Technical experts with varied discipline backgrounds and expertise to provide technical and regulatory guidance throughout a project, as appropriate.

Terracon understands the nature of the work to be performed through our experience with numerous projects performed within the city and the surrounding area. We have developed a management structure to provide high-quality products and timely results at reasonable costs.



To assist the City in successfully completing projects, we provide constant communication. Terracon recognizes that effective partnering, adequate resources, and technical capabilities, while vital, do not alone guarantee successful project performance. The resources must be directed and supported by effective management procedures, cost and quality controls, and a proven delivery system. Terracon brings you a well-defined program management approach and proven procedures for planning, budgeting, scheduling, communicating, and controlling successful project delivery.

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EXPERIENCE AND TECHNICAL COMPETENCE OF SUBCONSULTANTS.

Terracon is fully competent in all geotechnical and materials testing services that may be needed; however, we understand that projects sometimes require working with small business, minority, or other subconsultants (subs). We have longstanding relationships with many local subs that meet these requirements and can utilize their services when necessary. Subs are considered part of the Terracon team and are integrated into projects seamlessly. We have assembled and have worked with the following subconsultants to perform the following services as needed.

MR DRILLING

MR Drilling, a Small Business Enterprise (SBE), also known as J. & H. Drilling Co., Inc., was founded in 1989 and is headquartered in Santa Fe Springs, California. They offer a broad range of environmental and geotechnical drilling services, including:

- **Soil Sampling:** Collecting soil samples for analysis.
- **Well Installations:** Setting up wells for various purposes.
- **Agricultural, Production, and Monitoring Well Abandonment:** Properly closing wells that are no longer in use.
- **Well Development:** Ensuring optimal well performance.
- **Close Confinement Drilling with a High Torque Rig:** Drilling in tight spaces using specialized equipment.
- **Direct Push Machines:** A method for collecting subsurface samples.
- **Air Knife Capabilities:** Using compressed air to clear debris during drilling.
- **Potholing/Utility Clearance:** Creating holes to locate utilities or other underground structures.

2R DRILLING, INC.

2R Drilling, Inc. specializes in geotechnical and environmental soil test borings. Based in Chino, California, they serve Southern California. Their services include:

- **Hollow Stem Auger Drilling:** Using equipment like the CME 85 Hollow Stem Auger drill.
- **Mud Rotary Wash Drilling:** Employing techniques like wireline coring and direct push.
- **Well Development:** Ensuring optimal well performance.
- **Concrete and Asphalt Coring:** Providing core samples for construction purposes.

They offer a range of drill rigs, including the GT16 Tier 4 Final Rubber Track Mounted Drill and the GT8 Tier 4 Final Multipurpose Track Mounted Drill. These rigs feature wireless remote consoles and LIDAR optical proximity cages for safety.

AP ENGINEERING & TESTING, INC.

AP Engineering & Testing, Inc. offers a complete line of geotechnical testing services with high quality, competitive prices and the fastest possible turnaround time. Their field services include field exploratory, in-situ testing, deputy inspection, field observation and testing during grading, wall and trench backfill testing, quality control testing during street rehabilitation, manometer survey, and field instrumentation and monitoring. Their geotechnical laboratory is equipped with a full range of testing equipment ranging from basic classification test apparatus to sophisticated equipment such as triaxial test apparatus. All of their equipment conform to ASTM and/or Caltrans standards and are calibrated regularly for accuracy and conformance.

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FAMILIARITY OF REGIONAL GRANTS/COMPETITIVE FUNDS (SBCCOG & LA METRO)

When it comes to familiarity with regional grants and competitive funds, Terracon's Southern California offices are strategically positioned to understand and navigate the funding landscape. Two key organizations in this region are the South Bay Cities Council of Governments (SBCCOG) and LA Metro.

The SBCCOG is a joint powers authority government agency of 16 cities and Los Angeles County that aims to maximize the quality of life and productivity of the Los Angeles South Bay subregion. They work collaboratively to identify additional funding to assist cities in implementing their strategies through adaptation and resiliency grants and programs.

On the other hand, LA Metro is responsible for programming transportation funds in Los Angeles County. They manage various funding programs and sources, including the Active Transportation Program (ATP), Climate Investment Programs (Cap-and-Trade), and the Road Repair and Accountability Act (SB1).

Terracon's expertise in geotechnical, materials engineering, environmental, and facilities, coupled with our understanding of the regional funding landscape, positions us well to assist clients in leveraging these funds for their projects. Whether it's navigating the application process for a grant from the SBCCOG or understanding the requirements of a competitive fund from LA Metro, Terracon's Southern California offices are equipped to provide the necessary support. Our commitment to problem-solving and scientific expertise makes us a reliable partner in maximizing the potential of these regional grants and competitive funds.

EXPERIENCE AND HISTORY WITH LOCAL AGENCIES

The convenience of having four offices servicing Southern California has allowed us to complete hundreds of Geotechnical, Materials, Environmental, and Facilities projects throughout Southern California, including over **1,000 Geotechnical and Materials projects within the greater Los Angeles Metro area**. We have diligently tracked data on subsurface conditions and project findings for all these projects and routinely utilize this information to benefit our clients' strategic decision-making.



We understand the unique geological and environmental issues relevant to key regions. Our experts are familiar with navigating various local, state, and federal regulations and processes that may overlap at any site. The advantage of working with Terracon is the interconnectedness of our services and our efficient data collection and reporting systems. With our project experience, our reporting systems and applications already contain soil information for several projects allowing us to utilize this data on future projects to reduce the cost and schedule associated with a new project. With our in-house efficiencies, we will bring you quality services that will benefit your cost and schedule on every project.

Terracon's local team has been supporting local agencies and municipalities across Southern California for nearly six decades. We understand the needs of our public clients, and the resources required to successfully service on-call contracts. Our nationwide network of professionals allows us to initiate services easily on one or multiple contracts or task orders simultaneously.

Below is a list of local agencies and local agencies and municipalities we have directly served throughout Southern California over the past 10 years:

Los Angeles County
- City of Arcadia
- City of Carson
- City of Cerritos
- City of Culver City
- City of Camarillo
- City of Downey
- City of El Cerrito
- City of Hermosa Beach
- City of Lancaster
- City of Lemon Grove
- City of Manhattan Beach
- City of Monterey Park
- City of Moorpark
- City of Pomona
- City of Santa Monica
- City of Simi Valley
- City of South Gate
- City of Thousand Oaks

Orange County
- City of Anaheim
- City of Santa Ana
- City of Huntington Beach
- City of Tustin

Inland Empire
- City of Beaumont
- City of Chino
- City of Colton
- City of Grand Terrace
- City of Jurupa Valley
- City of Loma Linda
- City of Moreno Valley
- City of Palm Springs

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- City of Rancho Mirage
- City of Redlands
- City of Rialto
- City of Riverside
- City of San Bernardino
- County of San Bernardino
- County of Riverside
- Riverside County Sheriff-Coroner
- City of Victorville
- City of Yucaipa

San Diego County

- City of Chula Vista

PROJECT TEAM

Terracon has a significant depth of experienced employee-owners, including licensed professionals, project managers, regional managers, geologists, engineers, materials testing technicians, soils technicians and laboratory personnel for every potential project the City may require. In addition to the key personnel shown below, we have staff beyond those included that we can draw upon to perform the City's work.

To support efficient project delivery, we request that a City representative is present at the kickoff call of each project to discuss logistics of the project at hand. This person would facilitate consistency throughout the process of permitting prior to exploration through the engineering analysis and design phase of the project. They would be engaged and be familiar with our team members (summarized below) if questions arise after our work is concluded.

Terracon's local team has no past or pending disciplinary actions against them.

Team Members

Team Member/Role	Years of Experience	Responsibility	CA Licenses	Availability
Carlos Amante, PE, GE Senior Project Manager/Point of Contact	30	Carlos will be responsible for overseeing all aspect of each task order including defining scope, schedule and budget, and coordinating resources.	PE #GE 2724 PE #C57831	40%
Smiriti Dhital Project Manager	5	Smiriti will manage assigned geotechnical engineering task orders.		60%
Josh Morgan, PE Principal/Contract Manager	15	Josh will manage the contract and provide oversight and resources.	PE #C86032	30%
Fred Buhamdan, PE, PMP Senior Principal/VP/APR	22	Fred will provide QA/QC as an Authorized Project Reviewer.	PE #C77455 PMP	20%
Tim Slegers, PE Regional Materials Manager	27	Tim will ensure that laboratory testing services are conducted safely, efficiently, and in accordance with quality protocols and project requirements.	PE #C58653	30%
Jay Martin, PG, CEG Principal Geologist	35	Jay will evaluate and interpret subsurface field and sampling data, to develop conclusions about site conditions.	PG #4887 CEG #1529	30%
Michael Mackey Sr. Materials Testing Tech	20	Mike will oversee all aspects of the construction materials department.		25%
Morteza (Max) Tajabadi, PhD Materials Project Manager	8	Max will manage assigned materials task orders.		40%
John McKeown, PG, CEG Geotechnical Project Manager	20	John will manage assigned geotechnical engineering task orders.	PG #7753 CEG #2396	35%
James Dalgity Soils Manager	35	James will oversee activities of soils, concrete, and asphalt testing.		25%
Sean Paroski, EIT Geotechnical Project Manager	5	Sean will manage assigned geotechnical engineering task orders.	EIT #176293	35%
Ryan Hankes Geotechnical Field Supervisor	10	Ryan will oversee geotechnical field staff.		25%
Tom Remmel Laboratory Manager	15	Tom will oversee training, equipment maintenance, and staff utilization within the laboratory.		20%

● Geotechical Engineering Team Member ● Materials Testing Team Member

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Organization Chart

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ORGANIZATIONAL CHART

- Geotechical Engineering
- Materials Testing
- Geotechnical Field Support
- Construction Support
- Key Personnel - Resumes provided



JOSH MORGAN, PE
Principal | Contract Manager



CARLOS AMANTE, PE, GE
Senior Project Manager | Point of Contact



FRED BUHAMDAN, PE
Sr. Principal/Vice President/
Authorized Project Reviewer



SMRITI DHITAL
Project Manager



TIM SLEGERS, PE
Regional Materials Manager



JAY MARTIN, PG, CEG
Principal Geologist



MORTEZA TAJABADI, PhD
Project Manager



MICHAEL MACKEY
Field Services Manager



JOHN MCKEOWN, PG, CEG
Project Manager



SEAN PAROSKI
Project Manager



JAMES DALGITY
Soils Manager



RYAN HANKES
Field Supervisor

10
SOIL TECHNICIANS

30+
SPECIAL INSPECTORS



TOM REMMEL
Laboratory Manager

FIELD TEAM
14 Geologists
16 Engineers

2R DRILLING INC.

MR DRILLING

AP ENGINEERING

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Similar Projects/Services

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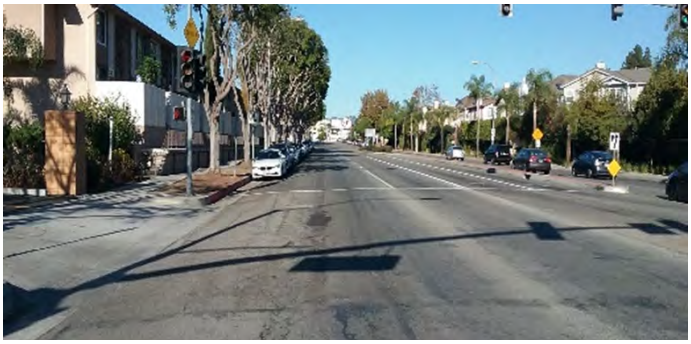
SIMILAR PROJECTS/SERVICES

On-Call Pavement Rehabilitation Contract

CULVER CITY, CA

As part of an on-call contract, Terracon performed geotechnical investigation services for Culver City's Pavement Rehabilitation Project that involved 14 locations within City boundaries. Our services helped in determining the design and construction of the pavement rehabilitation and construction projects throughout the City.

Our scope of work included the advancement of 22 test boring to approximate depths ranging between 4 inches and 3 feet below existing grades. Laboratory testing included classification testing and R-Value tests. In addition, we conducted a visual pavement survey and identified areas with poor conditions that required total reconstruction and provided pavement rehabilitation recommendations for the rest of the project areas.





CLIENT:
Diana Szymanski, Associate Engineer
City of Culver City, DPW
9770 Culver Blvd, Culver City, CA 90232
Phone: (310) 253-5623 • diana_szymanski@culvercity.org

DATE:
2020

TEAM:
Fred Buhamdan, APR/Project Director
Josh Morgan, Project Manager

REPRESENTATIVE SERVICES ON RELEVANT PROJECTS	
X	Geotechnical Engineering Investigations
X	Geotechnical Report
X	Pavement Design
X	Grading Requirements
X	Concrete Testing
X	Soil and Aggregate Testing
X	Construction Support Services

Manhattan Beach Design 28th Street Storm Drain Infiltration

MANHATTAN BEACH, CA

Terracon performed a geotechnical investigation including explorations and infiltration testing. The second phase included a slope stability analysis. The final phase of the project included engineering analysis and lab testing for general engineering recommendations.



CLIENT:
Vik Bapna, Principal or Katie Harrel, Special Projects Manager
CWE Corporation
1561 E Orangethorpe Ave, Ste 240, Fullerton, CA 92831-5202
Phone: (714) 732-8181
vbapna@cwecorp.com | kharrel@cwecorp.com

DATE:
2022 – 2023

TEAM:
Fred Buhamdan, APR/Project Director
Josh Morgan, Principal
Smiriti Dhital, Project Manager

REPRESENTATIVE SERVICES ON RELEVANT PROJECTS	
X	Geotechnical Engineering Investigations
X	Geotechnical Report
X	Pavement Design
X	Grading Requirements
X	Retaining Walls
X	Slope Stability Analysis
X	Concrete Testing
X	Soil and Aggregate Testing
X	Construction Support Services

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City of Monterey Park Residential Pavement Rehabilitation

MONTEREY PARK, CA





This project involved the rehabilitation of existing asphalt concrete (AC) pavement. The scope included cold milling the pavement by two to five inches and overlaying it with two inches of Asphalt Rubber Hot Mix (ARHM). Damaged underlying roadway pavement was removed and replaced up to a depth of 15.5 inches. Sections of PCC curb and gutter was also reconstructed.

Terracon provided project management and specialized field and laboratory services for testing and inspection throughout the project including earthwork observation and compaction testing, soil/aggregate testing, shallow foundation bearing soil observation and testing, cast-in-place concrete reinforcing steel special inspection, , PCC field and laboratory testing, and structural masonry special inspection and testing.

CLIENT REFERENCE:
Ziad Mazboudi, PE, LEED AP, Interim City Engineer Manager
City of Monterey Park
320 W Newmark Ave, Monterey Park, CA 91754
Phone: (626) 307-1320 • zmazboudi@MontereyPark.ca.gov

DATE:
2022-2023

TEAM:
Fred Buhamdan, Project Director
Smiriti Dhital, Project Manager
Jay Martin, APR

REPRESENTATIVE SERVICES ON RELEVANT PROJECTS	
X	Geotechnical Engineering Investigations
X	Geotechnical Report
X	Pavement Design
X	Grading Requirements
X	Concrete Testing
X	Soil and Aggregate Testing
X	Construction Support Services

Old Town Placentia Streetscape Improvements

PLACENTIA, CA



The project involves the redesign and rehabilitation of one of the main streets within the City of Placentia. This street is the heartbeat of the City and was in dire need of modernization. Our scope of work involved nearly 20 borings at critical intersections which were being modernized to support both redesign of pavements and infrastructure but also to support design of stormwater infiltration systems. This area of the City has been overlayed multiple times and had numerous areas that were PCC paved. A coring scope of work was developed to provide information between the borings to delineate these PCC areas and support accurate contractor bidding.

CLIENT:
Chase Keys, Engineering Group Leader
HR Green, Inc.
1260 Corona Pointe Court Ste 305
Corona, CA 92879
Phone: (855) 900-4742 • ckeys@hrgreen.com

DATE:
2023

TEAM:
Josh Morgan, APR
Octavio Flores, Project Manager
Smriti Dhital, Assistant Project Manager

REPRESENTATIVE SERVICES ON RELEVANT PROJECTS	
X	Geotechnical Engineering Investigations
X	Geotechnical Report
X	Pavement Design
X	Grading Requirements

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References

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REFERENCES

CITY OF CULVER CITY
Contact: Mate Gaspar – City Engineer
Phone: (310) 253-5623
Email: mate.gaspar@culvercity.org

Contact: Diana Szymanski – City Associate Engineer
Phone: (310) 253-5623
Email: diana.szymanski@culvercity.org

Location: 9505 West Jefferson Boulevard,
Culver City, CA 90232

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PROJECTS DIRECTLY WITH CITY OF CULVER CITY

CITY OF MONTEREY PARK
Contact: Ziad Mazboudi, PE, LEED AP, Interim City Engineer Manager
Phone: (626) 307-1320
Email: zmazboudi@MontereyPark.ca.gov
Location: 320 W Newmark Ave,
Monterey Park, CA 91754

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PROJECTS DIRECTLY WITH CITY OF MONTEREY PARK

CWE COPORATION:
Contact: Vik Bapna, Principal
or Katie Harrel, Special Projects Manager
Phone: (714) 732-8181
Email: vbapna@cwecorp.com | kharrel@cwecorp.com
Location: 1561 E Orangethorpe Ave, Ste 240,
Fullerton, CA 92831-5202

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PROJECTS DIRECTLY WITH CWE

HR GREEN, INC:
Contact: Chase Keys, Engineering Group Leader
Phone: (855) 900-4742
Email: ckeys@hrgreen.com
Location: 1260 Corona Pointe Court Ste 305
Corona, CA 92879

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PROJECTS DIRECTLY WITH HR GREEN

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Fee Schedule

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FEE SCHEDULE

Terracon

2024

Schedule of Services and Fees

Geotechnical and Materials Testing Services - Southern California

Title	Rates
Senior Principal	$325 /hour
Principal	$300 /hour
Senior Consultant	$290 /hour
Senior Engineer	$250 /hour
Senior Geologist	$250 /hour
Senior Geophysicist	$250 /hour
Senior Project Manager	$225 /hour
Project Manager	$190 /hour
Project Engineer	$185 /hour
Project Geologist	$185 /hour
Project Geophysicist	$185 /hour
Assistant Project Manager	$170 /hour
Field Supervisor	$165 /hour
Senior Staff Engineer	$160 /hour
Senior Staff Geologist	$160 /hour
Senior Staff Geophysicist	$160 /hour
Senior GIS Analyst	$155 /hour
Project Field Manager	$150 /hour
Staff Engineer - Prevailing Wage	$194.25 /hour
Staff Engineer	$145 /hour
Staff Geologist - Prevailing Wage	$194.25 /hour
Staff Geologist	$145 /hour
Staff Geophysicist	$145 /hour
CAD Operator	$130 /hour
Field Engineer - Prevailing Wage	$183.75 /hour
Field Engineer	$130 /hour
Field Geologist - Prevailing Wage	$183.75 /hour
Field Geologist	$130 /hour
Field Geophysicist - Prevailing Wage	$183.75 /hour
Field Geophysicist	$130 /hour
Assistant Geologist - Prevailing Wage	$183.75 /hour
Assistant Geologist	$120 /hour
Assistant Geophysicist - Prevailing Wage	$183.75 /hour
Assistant Geophysicist	$120 /hour
Engineering Assistant - Prevailing Wage	$183.75 /hour
Engineering Assistant	$120 /hour
Construction Inspector - Prevailing Wage	$183.75 /hour

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2024

Schedule of Services and Fees

Geotechnical and Materials Testing Services - Southern California

Title	Rates
Construction Inspector	$135 /hour
Technician V - Prevailing Wage (4 hour minimum)	$194.25 /hour
Technician V (4 hour minimum)	$139.05 /hour
Technician IV - Prevailing Wage (4 hour minimum)	$189.00 /hour
Technician IV (4 hour minimum)	$128.75 /hour
Technician III - Prevailing Wage (4 hour minimum)	$189.00 /hour
Technician III (4 hour minimum)	$118.45 /hour
Technician II - Prevailing Wage (4 hour minimum)	$183.75 /hour
Technician II (4 hour minimum)	$108.15 /hour
Technician I - Prevailing Wage (4 hour minimum)	$183.75 /hour
Technician I (4 hour minimum)	$97.85 /hour
Clerical/Administrative Staff / Senior Administrative Staff	$103.00 /hour
Project Coordinator	$103.00 /hour

***An overtime premium of 1.5 times the hourly rate will apply for services provided Monday through Friday that are in excess of 8 hours per day and for services provided before 7:00 AM and after 6:00 PM, as well as for services provided on Saturday, Sunday and Terracon recognized holidays.**

Note: Deposition or court testimony at a minimum of 1.75 times the regular rate-minimum of $250/hr.

2. DRILLING	
Mobilization of equipment and personnel – With-in Gardena	$650 /minimum
Support Vehicle	$250 /day
Difficult Moving	$350 /hour
Shelby Tube Samples	$55 /sample
Hourly charge for field personnel and drilling equipment	
Drilling w/truck-mount rig with two persons	$350 /hour
Drilling w/truck-mount rig with two persons (Overtime)	$450 /hour
Drilling w/track-mount & ATV rig with two persons	$375 /hour
Drilling w/track-mount & ATV rig with two persons (Overtime)	$475 /hour
Drill crew (2-man) surcharge for Davis Bacon or CA Prevailing wages	$200 /hour
Cost of special equipment for moving drilling equipment about site or for permits	Cost Plus 15%
Miscellaneous items, client delay, stand-by time	
Truck-mount	$300 /hour
Track-mount & ATV	$400 /hour
Well point installation in drilled borehole, installing pipe plus	$375 /hour
Perforated pipe (3" max size) does not include drilling hole	$21 /ft

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Terracon

2024

Schedule of Services and Fees

Geotechnical and Materials Testing Services - Southern California

Title	Rates
Additional charge for surface protector pipe, cap, and pad	$600 /minimum
Grouting, cement-bentonite	$25 /ft
Borehole backfill, bentonite chips	$18 /ft
3. INSITUTESTING (Cone Penetration, Dilatometer and Vane Shear Testing)	
Mobilization of equipment and personnel – CPT Rig within Gardena	$800 /day minimum
Hourly charge for operator and equipment*	$450 /hour
*** Note - Standby for client delay or difficult access greater than ½ hour per test location** 4-hour minimum	
Electronic Cone Penetration Testing (CPT)	
CPTU (with pore pressure)	$20 /ft
Seismic Tests at 5 ft intervals	$65 /test
Pore pressure dissipation testing	$340 /hour
In-Situ Vane Shear Testing (VST-direct push, 3" x 6" vane)	$350 /hour
Dilatometer Testing (DMT) tests at 1-foot intervals	$35 /ft
Data Reduction	
CPT sounding	$125 /each
DMT sounding	$160 /each
VST test	$40 /test
4. GEOPROBE SYSTEM	
Mobilization of equipment and personnel – GeoProbe within Gardena	$750 /day
Direct Push only, 8-hr day	$ 3,900 /day
Consumable Geoprobe® Supplies	Cost Plus 15%
Excess of 8-hrs, Standby/Client Delay Time - machine and operators	$390 /hour
5. GEOTECHNICAL AND MATERIALS EQUIPMENT RENTAL (Personnel Time Not Included)	
Nuclear Density and Moisture Measuring Equipment	$20 /test
Porosity	$211.15 /test
Pin Hole Dispersion	$309.00 /test
With Remolding of Sample	$339.90 /test
Sand Equivalent	$231.75 /test
Soil Thermal Resistivity - 4-point Dry Out Curve	$ 1,250 /test

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Schedule of Services and Fees

Geotechnical and Materials Testing Services - Southern California

Title	Rates
Additional Points	$250 /point
Consolidation	
Constant Rate of Strain Consolidation, 2.5" diameter - ASTM D4186	$669.50 /test
Includes duration of 4 days, each additional day	$103.00 /day
Incremental Consolidation, 2.5" diameter - ASTM D2435 (Regular Load Increment to 16 TSF)	$643.75 /test
Each additional Unloaded-Reload Cycle	$103.00 /cycle
Each additional Unloaded-Reload Cycle	$396.55 /test
Swell Test ASTM D4546 Method A, per specimen (requires 4 minimum)	$283.25 /test
Swell Test ASTM D4546 Method B, per specimen	$283.25 /test
Swell Test ASTM D4546 Method C, per specimen	$437.75 /test
Shear Strength	
Unconfined Compression, ASTM D2166	$154.50 /test
With Stress-Strain Curve	$154.50 /each
Calibrated Hand Penetrometer or Torvane	$25.75 /each
Direct Shear FAST (cohesionless)	$309.00 /point
Direct Shear SLOW (cohesive)	$386.25 /point
Standard Sample Preparation	$97.85 /sample
Preparation on remolding for difficult samples	$103.00 /hour
Unconfined Compression on Cured Proctor Sample with Fly Ash	$128.75 /test
Triaxial Compression	
Unconsolidated Undrained Triaxial (per Confining Stress)	$216.30 /each
Consolidated Undrained Triaxial (per Confining Stress)	$422.30 /each
Consolidated Drained Triaxial (per Confining Stress) *Note: Normally requires three	$463.50 /each
Preparation of Remolded Samples	$103.00 /hour
Note: Test rates for 1.4 inch,1.8 inch and 2.8 inch diameter samples. Rates for other diameter samples available upon request.	
Compaction and Density	
Laboratory CBR (does not include maximum density)	$450 /test
R-Value (ASTM D-2844)	$400 /each
Modified Proctor (ASTM D 1557)	$300 /test
Standard Proctor (ASTM D 698)	$250 /test
Relative Density (ASTM D 4253 & D 4254 wet or dry method)	$463.50 /each
Standard Proctor with Fly Ash (2 hour Delay)	$272.95 /each

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Schedule of Services and Fees

Geotechnical and Materials Testing Services - Southern California

Title	Rates
Harvard Miniature	$257.50 /each
Field CBR * Additional charge for Coarse Aggregate Correction	$51.50 /each
Permeability	
Constant Head Permeability Test (ASTM D2434)	$242.05 /test
Falling Head Permeability Test (ASTM D5084)	$324.45 /each
Preparation of Remolded Samples	$51.50 /each
Chemical Tests	
pH (By meter)	$51.50 /each
Electrical Conductivity by Miller box	$149.35 /each
Chloride Concentration	$97.85 /each
Soluble Sulfate	$113.30 /each
Cation Exchange Capacity of Soil	$164.80 /each
6. ROCK LABORATORY TESTING	
ASTM D 7012 Triaxial Compression, Method A (per confining stress)	$396.55 /each
ASTMD7012ElasticModuliinTriaxialCompression, Method B (per confining stress)	$530.45 /each
ASTM D 7012 Uniaxial Compression Test, Method C	$288.40 /each
ASTM D 7012 Elastic Moduli in Uniaxial Compression, Method D	$406.85 /each
ASTM D 3967 Indirect Brazilian Tensile Test	$108.15 /each
ASTM D 4644 Slake Durability Index	$206.00 /each
ASTM D 5607 Direct Shear Intact Rock (per normal stress)	$386.25 /each
ASTM D 5607 Direct Shear at Discontinuity (3 normal stresses)	$1,158.75 /each
ASTM D 5607 Direct Shear Saw Cut (3 normal stresses)	$1,158.75 /each
ASTM D 5607 Direct Shear Intact Rock with Residual Cycles (3 normal stresses	$1,261.75 /each
ASTM D 5731 Point Load Axial Diametrical	$97.85 /each
Difficult Sample Preparation	$103.00 /hour

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Resumes

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CARLOS V. AMANTE, PE, GE

SENIOR PROJECT MANAGER | POINT OF CONTACT

Carlos Amante has over 29 years of geotechnical and earthquake engineering consulting and project management experience in southern California.

Carlos is highly experienced in the management and technical delivery of design and construction projects involving complex ground investigation, seismic-resilient design of earthworks and foundations, slope engineering, liquefaction assessment, constructability/value engineering study, construction quality management, and materials testing and special inspection services.

EDUCATION

Master of Applied Science, Geotechnical Engineering, University of British Columbia, Canada

Master of Engineering, Earthquake Engineering, Kanazawa University, Japan

Bachelor of Science in Civil Engineering, University of the Philippines, Metro Manila, Philippines

REGISTRATIONS

Registered Geotechnical Engineer, CA, #GE 2724

Registered Civil Engineer, CA, #C 57831

CERTIFICATIONS

American Society of Civil Engineers (ASCE)Geo-Institute

California Geotechnical Engineering Association (CalGeo)

** Work performed prior to joining Terracon.*

PROJECT EXPERIENCE

- **Bicycle and Pedestrian Facilities, Sixth Street Viaduct Replacement Project, Los Angeles, CA.** Geotechnical Project Manager. Geotechnical investigation for proposed street pavement improvements on Mission Road, Jesse Street and Myers Road and installation of underground fiberglass-reinforced polymer (FRP) water silos with a nominal diameter of 12 feet and height of up to 60 feet.
- **Ocean View Boulevard Slope Repair Project, (PS&E and CQA), La Cañada-Flintridge, CA.** Geotechnical Project Manager. Geotechnical investigation, preparation of geotechnical design report providing recommendations for slope reconstruction and repair of retaining walls, and preparation of plans and technical specifications.
- **First Street Viaduct over Glendale Boulevard (PS&E), Los Angeles, CA.** Geotechnical Project Manager. Geotechnical investigation, preparation of Final Bridge Foundation Report, review of plans and technical specifications.
- **Alameda Corridor-East Grade Separation Projects at Baldwin Avenue, Nogales Street and Brea Canyon Road (PS&E), Los Angeles County, CA.** Lead Geotechnical Engineer. Geotechnical investigation for proposed railroad bridges over existing roadways, retaining walls, and pump stations at four grade separation projects.
- **I-405 Sepulveda Pass Widening (Design-Build), Los Angeles, CA.** Lead Geotechnical Engineer. Geotechnical study of impact of construction of MSE wall embankment on existing MWD pipeline. Conducted numerical modelling of fill-induced settlements along the pipeline using FLAC program.
- **City of La Habra Heights Pavement Rehabilitation (PS&E), La Habra Heights, CA.** Geotechnical Project Manager. Pavement design services for the rehabilitation of select residential streets within the City, including pavement coring. (Client: City of La Habra Heights).
- **City of Placentia Residential Street Rehabilitation (PS&E), Placentia, CA.** Geotechnical Project Manager. Pavement design services for the rehabilitation of select residential streets within the City of Placentia, including pavement coring.
- **City of Laguna Niguel Design Services for Construction and Beautification of Landscaped Medians and Monuments, Laguna Niguel, CA.** Lead Geotechnical Engineer. Geotechnical and foundation design of shallow foundations for 23 monuments, and drilled caissons for two 60-ft high monuments to be located throughout the City of Laguna Niguel.

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SMRITI DHITAL

PROJECT MANAGER

Smriti Dhital is a Project Manager with over five years of experience in geotechnical report preparation, Geo-structure design, and field investigations. Her expertise extends to ground improvement techniques, including dynamic compaction, surcharge preloading with PVD, and vibro-replacement. She is also adept at shoring design (including MSE walls, soldier piles, and soil nail walls) and finite element modeling for non-routine geotechnical challenges. Additionally, Smriti possesses comprehensive knowledge of geotechnical and structural software, enabling her to analyze slope stability, design deep excavations, assess pile foundations, model groundwater flow, and perform structural analysis and design.

EDUCATION

Master of Science, Civil Engineering, California State University, Fullerton, CA

Bachelor of Science, Civil Engineering, Tribhuvan University Kathmandu, Nepal

PRESENTATIONS/PUBLISHED ARTICLES

"Geological, Topographical, and seismological control on the co-seismic landslides triggered by the 2015 Gorkha Earthquake": Geotechnical Frontiers (2017)

"Characteristics to moderate to large scale landslides triggered by the Mw 7.8 Gorkha Earthquake and its aftershocks.": Springers (2016)

"Strength reduction in soil due to NaCl leaching and Earthquakes.": Poster Presentation (2016)

"GIS based landslide hazard mapping for pre and post-earthquake rainfall.": Poster Presentation (2016)

PROJECT EXPERIENCE

- 28th St. Stormwater Infiltration Project, Manhattan Beach, CA
- Manhattan Beach Infiltration, Manhattan Beach, CA
- Santa Ana Green Street Urban Greening, Santa Ana, CA
- I-405 South Multi-Asset Design Build, Orange County, CA
- Hollywood Burbank Airport Passenger Terminal, Burbank, CA
- Jet Center II, Long Beach Airport, Long Beach, CA
- Pavement Assessment of Various Streets, Monterey Park, CA
- Culver City Bioretention, Culver City, CA
- Los Nietos Green Infrastructure, Whittier, CA
- Parkway BMPs for Dominguez Channel-Harbors, Torrance, CA
- Barnes Park Project, Baldwin Park, Baldwin Park, CA
- Dominguez Channel-Harbors Toxics, Torrance, CA
- LACPW South Whittier Green Streets, Meyer Site, Whittier, CA
- Malibu Stormwater Improvement, Malibu, CA
- Bristol-Tolliver Urban Greening, Santa Ana, CA
- San Gabriel Levee Ramp Evaluation, Arcadia, CA
- City of Torrance Storm Drain, Torrance, CA
- Indian Street Pedestrian Bridge, Ontario, CA
- B Street Water Main Replacement, Chino, CA

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FRED BUHAMDAN, PE, PMP

PRINCIPAL / PROJECT EXECUTIVE / APR

Fred Buhamdan is our regional manager and a licensed civil engineer with substantial experience in performing geotechnical investigations, engineering design, and project management. These projects included various public works projects, commercial and educational buildings, renewable energy facilities, retail centers, office/warehouse projects, street improvements, industrial facilities.

His experience includes hundreds of projects involving shallow and deep foundations design, settlement and slope stability analysis, pavement design, geologic hazards analysis preparation of project proposals and geotechnical engineering reports, and construction management.

Fred oversees project budgets and schedules, manages client accounts, business development, and supervises engineers, geologists, subconsultants, subcontractors, as well as laboratory and field personnel.

EDUCATION

Master of Science, Civil Engineering, California State University

Bachelor of Science, Civil Engineering, University of Mutah

REGISTRATIONS

Registered Civil Engineer, CA, #C77455

Project Management Professional (PMP)

PROJECT EXPERIENCE

The following is a representative list of distinguished projects where Fred has fulfilled roles as an engineer of record, project manager, authorized project reviewer, and/or project engineer:

- San Clemente Island Replacement Tanks, San Clemente Island, CA
- 28th Street Storm Drain Infiltration Project, Manhattan Beach, CA
- Two-Year Sewer Main Rehabilitation Program - Manhattan Beach, CA
- Manhattan Beach Subsurface Infiltration Trench Feasibility Study, Manhattan Beach, CA
- Huntington Beach Utility Operations facility, Huntington Beach, CA
- Garvey Avenue Grade Separation Drainage, El Monte, CA
- Transfer Station Water Quality Improvement Project, Culver City, CA
- Sewer Main Replacement Project – Acacia and Taft, Garden Grove, CA
- Mesmer Low Flow Diversion, Culver City, CA
- YVWD Water Reservoirs, Yucaipa, CA
- Agoura Hills Stormwater Treatment Facility, Agoura Hills, CA
- City of Malibu Stormwater Improvements, Malibu, CA
- City wide Storm Drain Point Repair Project, Rancho Palos Verdes, CA
- 28th Street Storm Drain Infiltration Project, Manhattan Beach, CA
- SGVCOG ACE Rio Hondo Load Reduction Strategy Design, multiple Cities in LA County, CA
- LA Public Works Compton Creek Low Flow Diversion, Los Angeles, CA
- Topock Raw Water Tank Replacement, Needles, CA
- LA Public Works Arroyo Seco Low Flow Diversion, Pasadena, CA
- Culver City Diversion Sewer Project – Culver City, CA
- Multiple Trunk Sewer Line Projects – Long Beach, CA
- Temecula Flood Control Channel Recon and Repair, Temecula, CA

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JOSHUA R. MORGAN, PE

PRINCIPAL | CONTRACT MANAGER

Josh Morgan is a licensed Professional Engineer and the Regional Geotechnical Services Manager for Terracon's Southern California region. With over 12 years of experience in geotechnical investigations and engineering design, Josh has managed numerous projects across Southern California. He will be the Primary Contact for the City and available for any questions regarding our proposal.

His work has encompassed a wide range of projects, including commercial and educational buildings, street improvements, low impact development stormwater management, and public works projects.

As a manager, Josh is responsible for overseeing all aspects of subsurface exploration programs, obtaining necessary permits, supervising field/lab personnel, and managing subcontractors/subconsultants. He is also responsible for tracking project budgets and schedules to ensure client satisfaction. In addition to his managerial duties, Josh is also responsible for preparing geotechnical engineering reports and engineering analysis related to pavement design, shallow and deep foundation design, ground improvement, settlement analysis, liquefaction analysis, infiltration and percolation testing, and retaining wall/shoring/excavation recommendations.

Josh's expertise and experience make him an invaluable asset to the Terracon team, as well as to his clients throughout southern California

EDUCATION

Bachelor of Science, Civil Engineering, University of Texas at Austin

Master of Science, Civil Engineering, Cal Poly Pomona

REGISTRATIONS

Registered Civil Engineer, CA, #C86032

AFFILIATIONS

American Society Civil Engineer

Associate member APWA

PROJECT EXPERIENCE

- Subsurface Infiltration Trench Feasibility Study, Manhattan Beach
- Manhattan Beach Subsurface Infiltration Trench Feasibility Study, Manhattan Beach, CA
- Culver Boulevard Street Improvement, Culver City, CA
- Street Rehabilitation for 13 Streets, Culver City, CA
- Street Rehabilitation for Nine Major Streets, Huntington Beach, CA,
- La Brea Ave. Street Improvements, Inglewood, CA
- Huntington Beach Utility Operations facility, Huntington Beach, CA
- City wide Storm Drain Point Repair Project, Rancho Palos Verdes
- Transfer Station Water Quality Improvement Project, Culver City
- John Anson Ford Park Infiltration Project, Bell Gardens, CA
- Garvey Avenue Grade Separation Drainage, El Monte, CA
- Agoura Hills Stormwater Treatment Facility, Agoura Hills, CA
- 28th Street Storm Drain Infiltration Project, Manhattan Beach, CA
- Culver City Diversion Sewer Project – Culver City, CA

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TIM SLEGERS, PE

REGIONAL MATERIALS MANAGER

Tim Slegers brings over 26 years of expertise in construction materials testing and geotechnical engineering. As a registered engineer and certified inspector, he possesses a unique blend of technical acumen and practical field knowledge. With more than two decades of project management experience across diverse services and project sizes, Tim offers a wealth of insights in construction quality assurance, delivering pragmatic solutions.

His geotechnical field testing proficiency includes compaction testing, observation of engineered fill, trench and wall backfill, slope stability mitigation, pavement assessments, and foundation excavations. Tim has firsthand experience with ground improvement techniques like stone columns, geopiers, and mechanical stabilization using geogrids and aggregates. He's also witnessed the installation of driven piles and conducted testing on CIDH (cast-in-drilled-hole) piers using cross-hole sonic logging and gamma-gamma testing. His familiarity extends to HMA (hot mix asphalt) and concrete mix designs, construction practices, and quality testing.

Tim's inspection portfolio covers foundations, reinforcing steel, adhesive dowels, and anchors. He has successfully managed projects under the jurisdiction of Caltrans, OSHPD (Office of Statewide Health Planning and Development), and DSA (Division of the State Architect). During construction, Tim assumes responsibility for overseeing inspections, reviewing submittals for compliance with project specifications, analyzing test results, maintaining direct communication with owners and design teams, and providing expert recommendations for engineering-related challenges that arise.

EDUCATION

Bachelor of Science, Civil Engineering, California State University, Long Beach

REGISTRATIONS

Registered Civil Engineer, CA, #C58653

American Concrete Institute – Field testing technician, Grade I

International Code Council, Reinforced Concrete Special Inspector

PROJECT EXPERIENCE

LA County Department of Public Works, As-Needed Geotechnical Engineering and Materials Testing and Inspection Services. Tim served as project manager in charge of multiple contracts providing geotechnical engineering and materials testing and inspection services for various projects.

Alameda Corridor East - Baldwin Avenue Grade Separation, El Monte, California. Provided project management for geotechnical and materials testing for a grade separation at a high-traffic intersection and railroad bridge. The project includes the construction of caisson foundations, retaining walls, tie-backs, pre-stressed concrete, soil compaction, lean concrete base, and Portland cement concrete pavement. A pedestrian bridge was also fabricated at an offsite location. Mr. Slegers provided inspection and testing onsite and at the fabrication facility.

City of Huntington Beach, As-Needed Materials Testing and Inspection. While with a prior firm, Tim provided project management and engineering review as contract manager for a multi-year agreement to provide materials testing and special inspection for street improvements consisting of asphalt concrete reconstruction or replacement, and asphalt overlays. He observed and tested full depth reclamation of several city streets. Projects also include the reconstruction and expansion of the City Utility Yard which included construction of three new buildings and the renovation of a fourth.

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JAY MARTIN, PG, CEG

PRINCIPAL GEOLOGIST

Jay Martin boasts 35 years of expertise in assessing and managing geological risks and hazards throughout California. His oversight spans project management and senior-level engineering geology for roadway, bridge, railroad, intermodal yard, hospital, school, dam, and large-scale residential and commercial development projects. With extensive experience in evaluating and mitigating seismic threats, he has conducted numerous fault trenching projects along major fault lines in southern California. Additionally, Jay has contributed geologic, soils, and mineral resources insights to various environmental impact reports and assessments.

EDUCATION

M.S., Geology, University of California, Riverside

B.S., Geology, University of California, Riverside

REGISTRATIONS

Professional Geologist, CA, #PG 4887

Certified Engineering Geologist, CA, #CEG 1529

AFFILIATIONS

Inland Geological Society (Co-Founder and Past Officer)

Geological Society of America

Seismological Society of America

Earthquake Engineering Research Institute

GeoHazards International

PROJECT EXPERIENCE

- Old Town Placentia Streetscape Improvement, Placentia, CA
- City of Pomona Street Preservation, Pomona, CA
- Kentucky Street Erosion at Dunlap Channel, Yucaipa, CA
- Limonite Avenue Widening, Jurupa Valley, CA
- Year 2 CIP Streets, Grand Terrace, CA
- CIP On-Call Services, San Bernardino, CA
- Piedmont Dr. Widening Project - Highland, CA
- Pavement Rehabilitation Victoria Ave & Neighboring Streets, Highland, CA
- Foothill Pipeline Relocation - Highland, CA
- Relocation of 78-Inch Water Line - Highland, CA
- UPRR Tunnel Extension - Irwindale, CA
- Glen Helen Parkway Investigation, Devore, CA
- On-Call Various Improvements and Repairs, Yucaipa, CA
- On-Call Street Improvements, Pomona, CA
- On-Call Street Improvements, Grand Terrace, CA
- Union Pacific Railroad Overpass to BNSF Tracks, Colton, CA
- Various Residential and Commercial Projects, Rialto, CA
- Various Water System Improvements, Rialto, CA
- County of San Bernardino, 3rd Main Line Bridges, Cajon Creek Crossing / Cajon Boulevard, CA
- Potrero Boulevard Interchange, Beaumont, CA
- Fern Avenue Parking Lot and Retaining Wall, Redlands, CA
- 26th Street Pavement Assessment, San Antonio Heights, CA
- 57-175 Complex Security Upgrade (10.10.1071), San Bernardino, CA

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MICHAEL MACKEY

SENIOR MATERIALS TESTING TECHNICIAN

Michael Mackey, a seasoned Senior Materials Testing Technician, brings 20 years of expertise in delivering field and laboratory materials testing services. His extensive background includes adeptly coordinating and overseeing materials testing for large-scale grading projects. His responsibilities encompass field grading observation, compaction testing, concrete tests, and various soil assessments. Additionally, Michael is well-versed in laboratory soils and asphalt testing. He organizes and compiles daily inspection reports and testing data, collaborating with the project engineer to prepare final reports.

EDUCATION

Saddleback Community College – Some Coursework

CERTIFICATIONS

Nuclear Density Gauge Certified

Caltrans: 125, 231,504, 518,539, 540, 556, 557

ICC #: 4847977

ICC Soils Special Inspector

ICC Reinforced Concrete Special Inspector

ICC Structural Masonry Special Inspector

ICC Structural Steel and Bolting Special Inspector

ACI #: 01262473

ACI Concrete Field-Testing Technician – Grade

PROJECT EXPERIENCE

Romoland MDP Line A Stages 4, 5, and 6, Briggs Basin, Line A-2 and Line A-3, Riverside County, CA. Mr. Mackey is serving as a Materials Testing Technician for the grading, backfill and concrete observation, and conformance testing of the 22,000 linear feet of storm drain.

Street Improvements, Meridian Business Center (former March AFB), Riverside, CA. Mr. Mackey performed grading observation, compaction testing, materials testing, coordination of materials testing, and supervision of other materials testing personnel on the site. The project included more than 3 million cubic yards of earthwork, 3.5 miles of street improvements, and many concrete tilt-up commercial warehouses and office buildings. Compaction and materials testing services were performed for grading, curb and gutter, sidewalk, utilities, aggregate base, and pavement.

Greenspot Road Widening, City of Highland, Highland, CA. Mr. Mackey served as a Materials Testing Technician responsible for testing and inspection services for the City of Highland Greenspot Road Widening project. The project consisted of widening Greenspot Road from SR-210 to Boulder Avenue, widening the existing on and off ramps at SR-210, and utility improvements. Terracon provided compaction testing and grading observation of the earthwork, placement, and testing of Portland cement concrete (PCC) and hot mix asphalt (HMA) concrete pavement, and testing of aggregate base (AB).

San Bernardino County High Desert Government Center, Hesperia CA. As a Materials Testing Technician, Mr. Mackey provided materials testing, grading observation, and compaction testing for a two-story, 55,000-sqare-foot building. Other improvements included a parking lot, underground utilities, sidewalks, landscaping, enclosures for a transformer, above-ground fuel tanks, a generator, and trash receptacles.

Smith Creek Bank Stabilization, Banning, CA. Mr. Mackey performed grading observation, compaction testing, and materials testing for this recently completed project. Other services included testing during the placement of filter fabric, riprap, aggregate base, grout and Portland Cement Concrete (PCC).

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH
TJKM Transportation Consultants

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **TJKM Transportation Consultants,** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - Traffic Engineering

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9**, **2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in

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progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently

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and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall

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comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	TJKM Transportation Consultants 4305 Hacienda Drive, Suite 550 Pleasanton, CA 94588 Attn: Ruta Jariwala Vice President

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – TJKM Transportation Consultants

RUTA JARIWALA
_____
Name

Sign: _____
Title: Secretary

RUTA JARIWALA
_____
Name

Sign: _____
Title: Vice President

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference**.** In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA	CONSULTANT – XYZ
_____	_____
Tasha Cerda, Mayor	Name
ATTEST:	Sign: _____
	Title:
_____	_____
Mina Semenza, City Clerk	Name
APPROVED AS TO FORM:	Sign: _____
	Title:
_____	
Carmen Vasquez, City Attorney	

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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Statement of Qualifications for

General Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture & Landscape Architecture, Geotechnical Engineering/Geology & Material Testing, and Staff Augmentation On-Call Professional Services

TRAFFIC ENGINEERING CATEGORY

June 13, 2024



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June 13, 2024

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247
Attn: Kevin Kwak, Assistant Public Works Director

Subject: **Statement of Qualifications for General Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture and Landscape Architecture, Geotechnical Engineering/Geology and Material Testing, and Staff Augmentation On-Call Professional Services, *Traffic Engineering Category***

Dear Mr. Kwak:

TJKM Transportation Consultants (TJKM) is pleased to submit our Statement of Qualifications for Professional Consultant Services for General Civil Engineering Design, Construction Management and Inspection, Traffic Engineering, Architecture and Landscape Architecture, Geotechnical Engineering/Geology and Material Testing, and Staff Augmentation On-Call Professional Services. ***TJKM is submitting on the Traffic Engineering Category for the City of Gardena.***

Founded in 1974, TJKM is a transportation planning, traffic operations, and engineering firm providing services throughout California, Florida, and Texas. Our projects range in size from short-term engagements developing meaningful safe mobility solutions for a wide range of transportation issues to long-term planning for new developments, communities, and transportation systems. TJKM has been involved in more than 8,000 transportation projects and averages over 240 new projects each year. The TJKM Team brings professional knowledge and experience to the City and is ready to "hit the ground running". TJKM has contracts with the following agencies in Southern California:

- City of Thousand Oaks On-Call Professional Services
- City of Beverly Hills As-Needed Traffic Consulting Services
- City of Anaheim On-Call Traffic Engineering and Transportation Planning Services
- City of Coachella On-Call Engineering Services
- City of Oxnard Engineering Multi-Year Professional Services for Traffic Engineering
- City of Lancaster Multi-Year Professional Services for Traffic Engineering
- City of Palm Desert On-Call Consultant Services
- City of Santa Paula On-Call Services
- City of Yorba Linda On-Call Consultant Services
- City of West Hollywood On-Call Services
- Southern California Association of Governments On-Call Services Transportation/Mobility Planning and Analysis

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Your Project Team

To meet the specific needs of the City of Gardena for this contract our proposed organization is a fully integrated team under the direction of myself, Ms. Ruta Jariwala, PE, TE as Principal-In-Charge and Mr. Mark Doty as Project Manager. Work will be conducted under the direct supervision/direction of Mr. Doty. He will be responsible for overall coordination on this contract, maintaining the effectiveness and efficiency of the work, schedule, and will be the point of contact ensuring the work products are to the satisfaction of the City and stakeholders.

I bring to the team more than 24 years of experience in the areas of project management, Visions Zero Plans, Local Roadway Safety Plans, traffic safety, multimodal studies, transportation planning, traffic operations, traffic impact studies, signal coordination, and freeway operations. I have worked on the On-Call Traffic/Transportation Engineering Services for the Cities of Beverly Hills, West Hollywood, Palm Desert, Fresno, Belmont, Brentwood, Millbrae, Palo Alto, Dublin, San Bruno, Orinda, Oakley, Hayward, Concord, Antioch, Pittsburg, San Jose, San Carlos, Walnut Creek, Dinuba and Santa Clara; the Town of Danville; and the Counties of San Mateo, San Joaquin, and Santa Clara.

Mr. Doty has over 17 years of experience in both the private and public sector. Mr. Doty is an accomplished senior-level planner and project manager with broad stakeholder, community, and government relation expertise, team leadership, strategic development and media outreach experience in the public and private sectors. Among the many initiatives and projects Mr. Doty has worked on include, monthly commission and board meetings, stakeholder and other community outreach, parking management, wayfinding signage, impact fee studies, downtown place making, economic development fund review and administration, historic designation, code writing and review. Mr. Doty is the Project Manager for the On-Call Contracts for the Cities of Thousand Oaks, Beverly Hills, Coachella, Santa Paula, and Lancaster.

Statements

TJKM received Addendum 01 dated June 4, 2024.

TJKM is willing to enter into a contract under the terms and conditions and insurance requirements prescribed by this Request for Qualifications.

Commitment

As Vice President of the firm, I am authorized to bind TJKM to a contract and you have my personal assurance that all the resources necessary to address your needs will be made available and ready to perform when the opportunity arises. During the proposal process, please feel free to contact Mr. Doty via phone at (214) 533-9647 or by email at mdoty@tjkm.com.

Thank you for considering TJKM for this project.

Sincerely,
TJKM Transportation Consultants



Ruta Jariwala, PE, TE, Vice President

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FIRM QUALIFICATIONS & EXPERIENCE



50th ANNIVERSARY

TJKM

City of Gardena Statement of Qualifications for General Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture & Landscape Architecture, Geotechnical Engineering/Geology & Material Testing, and Staff Augmentation On-Call Professional Services

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TJKM Transportation Consultants (TJKM) is pleased to submit our Statement of Qualifications for General Civil Engineering Design, Construction Management and Inspection, Traffic Engineering, Architecture and Landscape Architecture, Geotechnical Engineering/Geology and Material Testing, and Staff Augmentation On-Call Professional Services. ***TJKM is submitting on the Traffic Engineering Services Category.***

FIRM QUALIFICATIONS & EXPERIENCE

Firm Information

TJKM, founded in 1974, is a traffic engineering, transportation planning, and traffic operations firm that provides professional services locally in California, Florida, and Texas. The TJKM Team is spread out amongst seven offices with selected senior staff members that permanently reside in California. For 50 years, more than 3,500 satisfied clients in more than 380 jurisdictions have entrusted TJKM with their critical work.

We serve a full-range of clients, including municipalities, congestion management agencies, metropolitan planning organizations, transportation agencies, private developers, other consulting firms, and attorneys. TJKM has been involved in more than 8,000 transportation projects throughout California, and averages about 240 new projects each year. TJKM's primary service categories include traffic engineering design (including Plans, Specifications, and Estimates [PS&E]), transportation planning, traffic safety, traffic operations, corridor studies, Intelligent Transportation Systems (ITS), and multimodal studies. Our motivation comes from satisfying clients' objectives and improving communities. TJKM has a strong roster of both public and private sector clients and continually builds upon this base.



Multimodal Services



Community Services

TJKM has over four decades of experience preparing detailed scopes of work, schedules, and budgets for a wide range of traffic engineering projects, including over 50 On-Call assignments. TJKM has played an important role in the completion of numerous on-call contracts. Over the years, we have gained invaluable insight and experience in managing individual assignments and the overall contract effectively. With this knowledge, TJKM will ensure that our service to your agency will be timely, cost-effective, and of the highest quality as we serve as an extension to your staff. A major goal for each On-Call assignment will be to complete all phases within the budget and schedule. Because of our boundless familiarity with all the major aspects of transportation projects, we are confident our proposed work plans will satisfy the City's goals and objectives for each project.



Traffic Engineering Services

Our motivation comes from satisfying client objectives and improving communities. Our goal is to provide the most cost-effective implementable solutions that meets the unique needs of each client while remaining within budget and on schedule.

We are professionals with a passion for safe and sustainable transportation - fully committed to highest client satisfaction.

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TJKM Strengths

Our strength and stability is due in fact to a large percentage of TJKM's repeat clients or referrals from our clients, due to the care and concern we genuinely have for the success of their projects. This commitment has led to more than $8 million in annual revenue and strong cash flow. Below we provide more information regarding the strength of the services we provide.

Traffic Engineering

TRAFFIC SIGNAL DESIGN & MODIFICATIONS

TJKM has designed more than 3,000 traffic signals in nearly 200 jurisdictions throughout California. Many of our traffic signal design projects require design for interconnect and coordination that includes fiber optic, copper wire, and wireless communications. TJKM's design process includes a thorough site investigation to verify existing information such as; lane geometry, sight distance issues, signal poles, controller cabinets, service pedestals, pull boxes, conduits, street lighting circuits and other pertinent information.





Due to the evolving environment of signal design and traffic monitoring over the years, the TJKM design team is verify familiar with modifying and installing news signals that are equipped with traffic surveillance cameras, video detection systems, and wireless devices to support Adaptive Traffic Control Systems, Automated Traffic Signal Performance Measure, and Connected Vehicle applications. The design staff has hands-on experience performing detailed site investigation for constructible designs. Our design staff is dedicated to providing high quality and accurate PS&E and for new and modified traffic signal systems to improve capacity and safety with an extensive track record of successful design projects.

SIGNING & STRIPING

TJKM, as part of our comprehensive experience working on design related projects, brings a wealth of knowledge in preparing traffic signing and striping plans for both public agencies and private development. We have valuable knowledge in inventorying existing conditions, developing base maps, and the preparing plans. We have designed plans and specifications and traffic signal modification plans, traffic control plans, traffic calming plans, as well as small-scale pavement marking, signage, delineation, and concept plans for construction of roundabouts, road diets, road widening, installation of bike lanes or bike route improvements, as well as roadway re-striping to add share-the-road signs and markings as appropriate.



DETOURS/TRAFFIC CONTROL DESIGN

The TJKM Team members have years of practice in developing, crafting, and implementing worksite traffic control designs/plans for detours and construction zones to ensure the safety of construction workers and users of the roadway for facilities operated by local agencies and states. Our team members are familiar with local and state guidelines and standards These designs are developed to minimize or mitigate traffic impacts on existing traffic circulation and other multimodal uses within and adjacent to project worksites. Generally, these traffic operations are evaluated through a level-of-service process.



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SPECIAL TRAFFIC STUDIES



Traffic Impact Studies (TIS) are a specialty at TJKM that we are well trained and highly effective in analyzing potential impacts created by a new or modified development, and we develop creative solutions that our clients can implement. TJKM's TIS services typically include Identifying Level of Service (LOS) deficiencies, recommending alternative circulation systems, producing forecasts using transportation models, and providing mitigation measures for traffic impacts associated with a proposed development. TJKM has conducted over 3,000 TIS as part of Environmental Impact Reports or as separate analyses. We have conducted studies for residential, retail, office, institutional, industrial, government, and recreational developments. Our clients include both private developers and government agencies.



Traffic is often one of the major considerations in planning a new or modified development. A TIS usually occurs in the early stages of the project planning. The purpose of the study is to assist planners, in both the public and private sectors, in making major land use and other development decisions. Because TIS are a specialty at TJKM, we are well trained and highly effective in analyzing potential impacts created by a new development and can develop creative solutions that our clients can implement. We routinely attend City Council and Planning Commission meetings to support our findings and recommendations and have a successful record of achieving accord between the developer's vision and the best interests of the community.

SIGNAL SYNCHRONIZATION STUDIES



Our team has timed and synchronized approximately 1,500+ intersections throughout the State of California. In addition, we have provided traffic signal timing evaluation and signal timing plans for numerous local jurisdictions within the State. Any signal coordination/synchronization project can present many challenges such as: timing optimization; pedestrian clearances; advance and exclusive pedestrian phases; signal priority; cycle length selection; network partitioning; cross street coordination; and queue management. Many of our traffic signal system projects have included coordination of existing signals, development of new timing plans, implementation, and fine tuning, including interconnect design for some projects. TJKM staff also has in-depth expertise in the development and calibration of the types of signal coordination plans available to improve transportation management systems: time-of-day, traffic responsive, and traffic adaptive signal coordination routines.



Based on our experience in delivering successful similar projects we believe in order to develop good timing plans, accurate traffic volumes and data must be collected. We will take the data and input into a standard capacity analysis software to be analyzed. Our staff is thoroughly knowledgeable of HCS, Synchro, VISSIM, VISTRO, SIDRA, Traffix, TransModeler, FREQ, Streetwise, ATMS.now, 200SA, 233, Caltrans C8, QuickNet, ACTRA, MIST, Wapiti, McCain, and CORSIM. We also have experience in legacy systems such as Transyt-7F for transitioning archived projects. We are adept with TransCAD, VISSUM, and CUBE for modeling. Our engineers are familiar with the different types of controllers (Econolite, Type 170's, 2070LX, 2070's, NEMA TS2, Eagle, ASC-2, Transyt, and Cobalt) that are utilized by different agencies. Once the plans have been developed via a software program, we know it is important that the traffic engineer observe the resulting conditions and fine-tune the plans to make them the most effective.

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Quality Deliverables

The TJKM Project Management Plan that will be used on your projects is based on proven management, lessons learned and administrative systems developed to enhance communication among your agency, the TJKM Project Manager and team members, and any other affected agencies. The Plan ensures that you receive deliverables that are accurate and error free. This management approach has been used successfully on numerous projects throughout California. The TJKM Project Management Plan Quality Control Procedures that are in place allow us to make sure that every document is accurate.

TJKM's Design Quality Assurance Procedures are utilized throughout the life of the Project. Quality Control starts at the proposal and scope definition stage and continues through the completion of all assignments. To assure that errors, omissions, and ambiguities in submittals and drawings are limited to an absolute minimum, the responsibilities for technical review, peer review/coordination checking, and technical audit functions are assigned to the appropriate TJKM Team members. TJKM's approach integrates the work of our subconsultants into the quality control system through the use of established procedures and our peer review/independent checking capability augmented with technical audits.

TJKM's Quality Control Program provides quality services and products that meet or exceed the expectations of our clients. Quality Control is an integral part of TJKM's entire professional service process, which is integrated into our work plan, and AutoCAD design and drafting processes. The formal Quality Control Reviews consist of "Constructability Reviews" and "Project Manager and Project Engineer Reviews". All formal Quality Control Reviews will result in comments recorded on Comment Sheets. TJKM's established Quality Control Plan ensures that you will receive thorough and accurate design documents and reports that are prepared in formats consistent with local agency and Caltrans guidelines. Our Project Manager has responsibility for implementation of the Quality Control Plan.



Subconsultants

TJKM do not anticipate the use of subconsultants. However, if additional expertise is needed for a specific assignment, we will draw upon our trusted relationships with firms specializing in the required areas. We will consult with you and obtain approval prior to any use of subconsultant services. Before utilizing any subconsultants TJKM will submit a proposed list of subconsultants to the City and upon approval by the City; we will utilize the approved subconsultant.

Regional Grants/Competitive Funds

Grant writing is a unique and specialized skill that not many firms excel at. It involves the ability to craft persuasive and compelling proposals to secure funding from various sources, such as government agencies, foundations, corporations, and nonprofit organizations. Since 2017, we have successfully delivered safety programs/plans for numerous cities and counties and in subsequent years, we have experienced a growing demand from local agencies requesting us to prepare numerous grant applications. With the latest Highway Safety Improvement Program (HSIP) Cycle, awarded in March 2023, we were able to secure **almost $50 million in HSIP funds** for Kern County, Mendocino County, and cities like Glendale and Pico Rivera. TJKM takes pride in the fact that we helped government institutions successfully apply for and receive ***$75 million in grant funding*** over the past three years. We were able to do this by working collaboratively with our clients to create a vision for the future. TJKM is also proficient in Active Transportation funding and Safe Streets for All (SS4A) grant writing and submittals.

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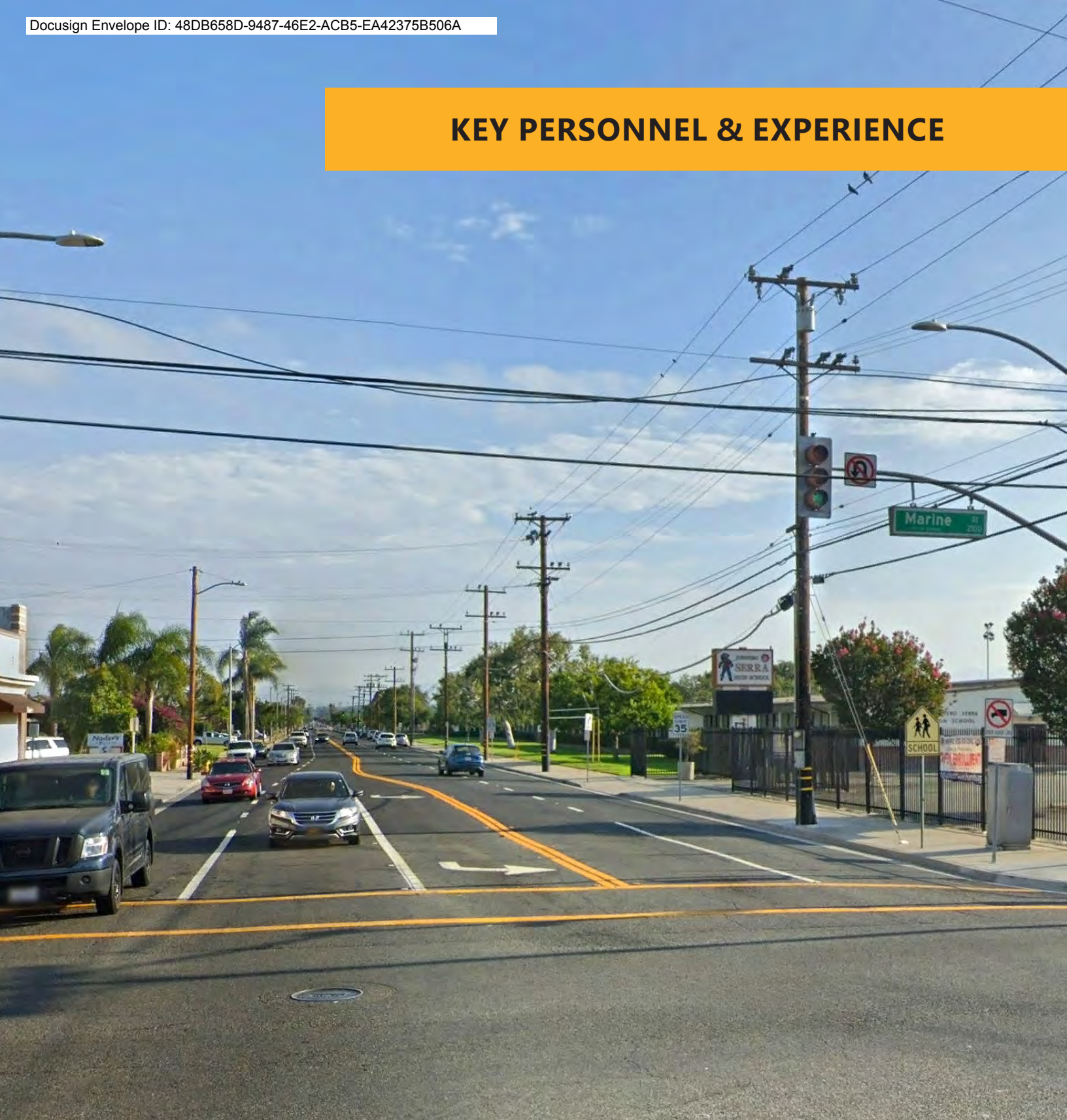
KEY PERSONNEL & EXPERIENCE



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KEY PERSONNEL & EXPERIENCE

Key Personnel Information

Below we have included a table listing the names, licenses/certifications, and description of experience for all the key personnel assigned to this contract.

Name, Role, Years of Experience	Licenses (if any)	Specialized Expertise	Qualifications & Experience
Ruta Jariwala, PE, TE Principal-In-Charge & QA/QC 24 Years of Experience	CA TE 2465 CA CE 73840	▪ Traffic Operations ▪ Traffic Engineering ▪ Multimodal Services ▪ Traffic Studies ▪ Signal Systems ▪ Bicycle & Pedestrian Studies ▪ On-Call Services ▪ Complete Streets ▪ Community Outreach ▪ Project Management ▪ Vision Zero Plans ▪ Safety Action Plans ▪ Local Road Safety Plan	▪ On-Call Traffic/Transportation Engineering for the Cities of Concord, Fresno, San Luis Obispo, Belmont, Brentwood, Millbrae, Redwood City, Palo Alto, Dublin, San Bruno, Orinda, Oakley, San Carlos, Walnut Creek, & Santa Clara ▪ On-Call Traffic/Transportation Engineering for the Town of Danville ▪ On-Call Traffic/Transportation Engineering Services for the Counties of San Luis Obispo, San Mateo, San Joaquin, & Santa Clara ▪ Complete Streets Design On-Call, San Jose ▪ Geometric & Complete Streets Design Services, San Jose
Mark Doty Project Manager 17 Years of Experience	N/A	▪ Stakeholder Engagement ▪ Government Relations ▪ Community Relations ▪ Urban & Community Design ▪ Long Range Planning ▪ Parking Management Studies ▪ Safety Studies	▪ As-Needed Traffic Consulting, Beverly Hills ▪ On-Call Services, Eureka ▪ On-Call Services, Thousand Oaks ▪ On-Call Engineering Services, Coachella ▪ On-Call Traffic Engineering, Lancaster ▪ Local Roadway Safety Plan, Pico Rivera ▪ Local Roadway Safety Plan, Glendale ▪ Local Roadway Safety Plan, Gridley
Rutvij Patel, EIT Task Lead 16 Years of Experience	CA EIT 154117	▪ Traffic Operations ▪ Traffic Handling ▪ Bicycle & Pedestrian Implementation ▪ Complete Streets ▪ Safe Routes to School ▪ Traffic Signal Design ▪ ITS Planning	▪ Caltrans District 1 & District 5 On-Call Roadway Design Services, California ▪ Complete Streets Design On-Call, San Jose ▪ Geometric & Complete Streets Design Services, San Jose ▪ Bicycle Facilities On-Call Engineering, Fresno ▪ On-Call Traffic Engineering, Palo Alto ▪ On-Call Traffic Engineering, Fremont
Praveena Samaleti Task Lead 17 Years of Experience	N/A	▪ Traffic Engineering ▪ Traffic Studies ▪ Signal Coordination/Timing ▪ Corridor/Complete Streets ▪ Multimodal Analysis ▪ On-Call Projects ▪ Transportation Planning ▪ ITS ▪ Level of Service Analysis ▪ Vehicle Miles Traveled Analysis	▪ On-Call Traffic Signal Timing, Oakley ▪ On-Call Traffic Signal Timing, Palo Alto ▪ I-580 Transit & Multimodal Strategy, Alameda ▪ Calaveras Boulevard Near-Term Improvements, Santa Clara County ▪ Hope Street Traffic Impact Study, Mountain View ▪ 29700 Ahern Road Traffic Impact Study, San Joaquin County ▪ Avila Ranch Winery, Livermore ▪ Truck Parking at 3372 West 11th Street, Tracy

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Key Personnel Availability

RESOURCES

We have several systems/resources in place to meet your needs and ensure work is performed in a timely manner, even when the project has a tight schedule and was requested last minute. These include:

- TJKM understands the latest requirements, technologies, trends, and standards that will result in an excellent work product finished on time and within budget.
- TJKM managers meet every Friday morning to discuss the company workload and schedule time for all staff. This meeting allows managers to discuss current deadlines and adjust staff hours as needed to make sure any project will be completed on time. The ability to move staff time allow us to provide additional services/resources as needed.
- Each of our offices are fully furnished with the equipment necessary for our staff to provide any items needed from printed items (plans on bond or mylar, handouts, graphics, etc.) to readable PDF's.
- TJKM is not bogged down with "red tape" & "bureaucracy" which often times will hinder projects on many levels causing budgetary constraints. If any issues were to arise, internal decisions within TJKM are made quickly and resources can be adjusted to meet any timeline.
- Mr. Doty's location in Inglewood will provide immediate access to Gardena for any in-person events or applicable occasions. All other TJKM Team members can be available with short notice. Virtual availability via Zoom or GoToMeeting is also an immediate option for communication and response for work on short notice and under time constraints.

AVAILABILITY

Below we have included the availability for all the key personnel assigned to this contract.

Name	Current Work Commitments	% of Involvement	Availability
Ruta Jariwala, PE, TE	VTA CMP Monitoring Project, Santa Clara County	15%	45%
	Local Roadway Safety Plan, Various Locations	20%	
	Vision Zero & Safety Action Plans, Various Agencies	10%	
	Active Transportation Plan, Various Agencies	10%	
Mark Doty	Local Roadway Safety Plan, Santa Cruz County	10%	50%
	Local Road Safety/Action Plan Updates, Mendocino County	10%	
	Active Transportation Plan, Exeter	15%	
	Active Transportation Plan, Fresno	15%	
Rutvij Patel, EIT	Task Order 2 TMS Designs, Caltrans District 5	20%	40%
	University Avenue Improvements, East Palo Alto	20%	
	On-Call Various Task Orders, Modesto	10%	
	On-Call Various Task Orders, Palo Alto	10%	
Praveena Samaleti	VTA CMP Monitoring Project, Santa Clara County	20%	30%
	Traffic Impact Studies, Various Locations	30%	
	SS4A Comprehensive Safety Action Plan, Colusa	20%	

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ORGANIZATION CHART



50th ANNIVERSARY TJKM

City of Gardena Statement of Qualifications for General Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture & Landscape Architecture, Geotechnical Engineering/Geology & Material Testing, and Staff Augmentation On-Call Professional Services

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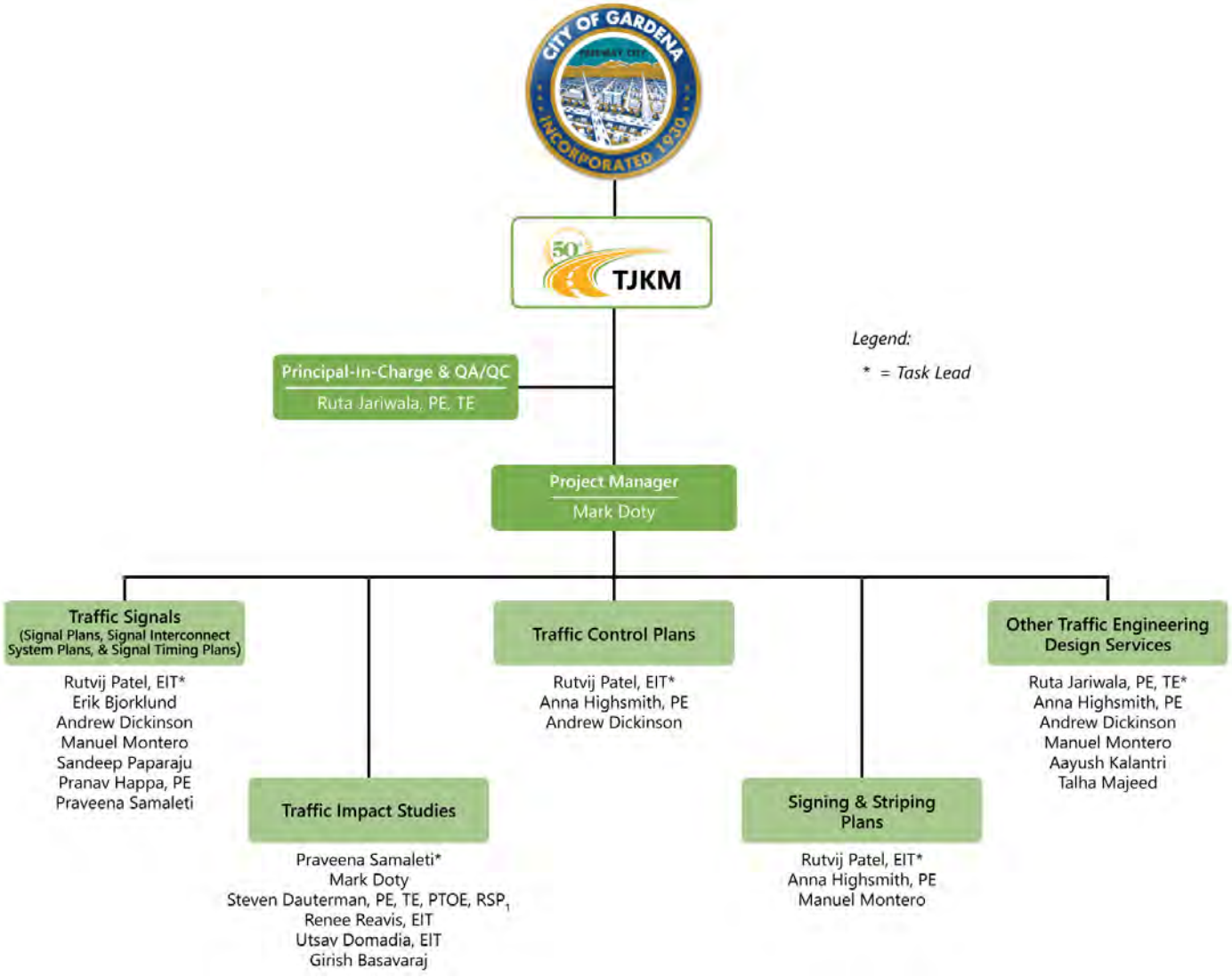
ORGANIZATION CHART

Our Team Organization Chart illustrates our proven "chain of command" for performance on similar projects. The proposed organization is a fully integrated team under the direction of Mr. Ruta Jariwala, PE, TE, Principal-In-Charge and Mr. Mark Doty, Project Manager. Work will be conducted under the direct supervision/direction of our Project Manager, Mr. Doty. He will be responsible for overall day-to-day coordination on this contract, maintaining the effectiveness and efficiency of the work, schedule, and ensuring the work products are to the satisfaction of the City and stakeholders. He will work closely with the City staff to ensure understanding of the project objectives from the start to project completion. In addition, we have a vast base of highly qualified technical members who will be made fully available to you as required based on the project needs. The TJKM Team has been carefully crafted to provide the City with the full range of expertise.

Below is our Organization Chart showing the staff the will be assigned to your contract. We can confidently state that our key staff will be available for your projects from beginning to end and at short notice. Key staff resumes are included at the end of this Statement of Qualifications.



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SIMILAR PROJECTS/SERVICES



TJKM

50th ANNIVERSARY

City of Gardena Statement of Qualifications for General Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture & Landscape Architecture, Geotechnical Engineering/Geology & Material Testing, and Staff Augmentation On-Call Professional Services

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SIMILAR PROJECTS/SERVICES

TJKM has established organizational and procedural policies to ensure quality engineering services to our clients, nearly ***85 percent of whom are repeat clients***. Prompt service, attention to details, strict adherence to schedule requirements, and commitment to our clients' goals are among the reasons for this steady client base. Our objective is to provide our client within the planned schedule and budget.

The TJKM Team offers the experienced transportation planning and design, traffic operations, traffic engineering and ITS team in California. Our skills and depth of resources have been proven by the successful completion of hundreds of traffic engineering projects for local agencies, cities, counties, metropolitan transportation agencies, congestion management authorities, and Caltrans.



TJKM commits a dedicated staff of seasoned, experienced traffic experts who have demonstrated capabilities to meet the technical, managerial, and schedule challenges to be encountered during this On-Call services task orders. The Team proposed by TJKM is not only unparalleled in each of these areas, but has consistently demonstrated the creativity to develop innovative design approaches to meet project's challenges efficiently. The TJKM Team's extensive experience includes many state and city projects, as well as direct experience with as-needed traffic engineering services contracts. The TJKM Team is uniquely qualified to meet all of the City of Gardena's goals and objectives on any assignment.

TJKM has been providing On-Call Services to agencies in California for 50 years. We are under several multi-year or longer-term contracts with agencies that utilize our services providing staff augmentation and project management to increase their bandwidth. Our proposed team has the knowledge and in-depth experience needed to successfully manage both large and small projects and efficiently complete any tasks or assignments from the On-Call contract. TJKM has worked on or currently has contracts with the following agencies in Southern California:

- City of Beverly Hills As-Needed Traffic Consulting Services
- City of Thousand Oaks On-Call Professional Services
- City of Anaheim On-Call Traffic Engineering and Transportation Planning Services
- City of Santa Paula On-Call Engineering and Consulting Services
- City of Coachella On-Call Engineering Services
- City of Oxnard Engineering Multi-Year Professional Services for Traffic Engineering
- City of Lancaster Multi-Year Professional Services for Traffic Engineering
- City of Palm Desert On-Call Services
- City of Yorba Linda On-Call Consultant Services
- City of West Hollywood On-Call Services
- Caltrans District 5 On-Call Roadway Design Services
- Caltrans District 1 On-Call Roadway Design Services
- Caltrans Statewide Modeling On-Call
- Caltrans On-Call I-80 Comprehensive Multimodal Corridor Plan
- Southern California Association of Governments On-Call Services Transportation/Mobility Planning and Analysis



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Examples of our recent similar project experience are provided below and on the following pages. We encourage the City of Gardena to contact our references to learn about our performance.

AS-NEEDED TRAFFIC CONSULTING SERVICES, BEVERLY HILLS | 2022-ONGOING

Reference: Daren Grilley, City of Beverly Hills, 345 Foothill Road, Beverly Hills, CA 90210, (310) 285-2557, dgrilley@beverlyhills.org
Staff/Role: Mark Doty, Project Manager | Ruta Jariwala, Project Engineer



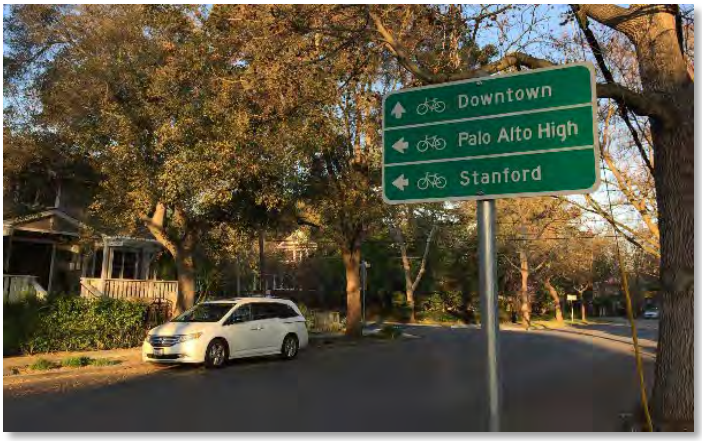
TJKM was awarded the As-Needed Traffic Consulting Services for the City of Beverly Hills in 2022. Depending on the City's needs we will provide services for traffic engineering, traffic operations, transportation planning, parking studies, and traffic design services.

From this contract, we have received a work order for the Sunset Boulevard Traffic Signal Synchronization and Optimization. TJKM is developing and fine-tuning optimized signal timing plans for eight traffic signals along Sunset Boulevard between City of Beverly Hills easterly and westerly limits. Duties include:

- Project management
- Site visits for data collection
- Using the floating car method to collect and document a minimum of four GPS travel time runs along the study corridors
- Prepare Before and After Studies

ON-CALL TRAFFIC ENGINEERING SERVICES, PALO ALTO | 2013-ONGOING

Reference: Shahla Yazdy, City of Palo Alto, 250 Hamilton Avenue, Palo Alto, CA 94301, (650) 617-3151, shahla.yazdy@cityofpaloalto.org
Staff/Role: Ruta Jariwala, Task Lead | Rutvij Patel, Task Lead



TJKM was selected to provide On-Call services to the City of Palo Alto for several key projects in the City including:

- Review of Alma Street Train Preemption Signal Phasing Alternative
- Residential Permit Citywide Parking Inventory
- Embarcadero Road Redesign to Palo Alto High School Traffic Simulations and Alternatives
- Alma Street/Loma Verde Traffic Signal Warrant Analysis
- On-Site On-Call Traffic Engineering Services
- Midtown Parking Lot at Middlefield Road/Colorado Avenue Parking Layout Reconfiguration/Design
- Staff On-Site Support for Safe Route to School Design and Construction Inspection Project
- Middlefield Road North Safety Project Plan Design and Traffic Evaluation Report

TJKM regularly attends and presents to the City of Palo Alto Planning Commission and Council meetings, and has had extensive involvement with neighborhood and community groups in various type of projects including traffic impact studies, multimodal, and complete street projects.

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ON-CALL TRAFFIC ENGINEERING SERVICES, SAN BRUNO | 2015-ONGOING

Reference: David Wong, City of San Bruno, 567 El Camino Real, San Bruno, CA 94066, (650) 616-7157, DHWong@sanbruno.ca.gov
Staff/Role: Ruta Jariwala, QA/QC | Rutvij Patel, Technical Staff



TJKM currently serves as the only On-Call Traffic Engineering consultant to the City of San Bruno. As a part of the contact, TJKM has completed several traffic engineering related assignments. Some of the projects completed under this contract are Engineering and Traffic Surveys, Susan Drive Site Distance Evaluation, San Mateo Avenue Pedestrian Safety Enhancements, and San Bruno Avenue and Second Avenue Intersection Safety Analysis, etc.

A majority of these task orders were completed within 4-8 weeks of TJKM receiving the Notice to Proceed after a providing a detailed scope and budget. After completing a thorough field investigation and collecting the necessary data, TJKM engineers analyzed the issues and made the necessary recommendations to resolve any issues and improved safety.

In addition, in 2016 TJKM was retained under a separate contract to assist with developing San Bruno's first Transportation Impact Fee (TIF). Development of the TIF provides the City with an opportunity to refine its funding strategy for multimodal improvements identified in the General Plan, Walk n/Bike Plan and Downtown and Transit Corridors Plan.

ON-CALL TRAFFIC ENGINEERING & DESIGN SERVICES, LOS GATOS | 2003-ONGOING

Reference: Mike Vroman, Town of Los Gatos, 41 Miles Avenue, Los Gatos, CA 95030, (408) 399-5777, mvroman@losgatosca.gov
Staff/Role: Ruta Jariwala, Task Lead



TJKM has provided general On-Call Traffic Engineering Services for the Town of Los Gatos for over a decade. TJKM has conducted numerous TIS for a variety of land uses, including:

- Proposed CVS Pharmacy and Commercial Development TIS
- Proposed Medical Office Development at 14251 Winchester Boulevard TIS
- Hillbrook School Expansion TIS

In addition to the three above, we have also provided TIS[pkk for the following projects:

- 15400 Los Gatos Boulevard Medical Office Building
- 15720-15736 Winchester Boulevard General Office Building
- 371 Los Gatos Boulevard Single-Family Residential
- 14777 Los Gatos Boulevard Mixed-Use Development
- 475-485 Alberto Way Office Development
- Highlands of Los Gatos Subdivision
- San Jose Water Company Reservoir Road Construction
- 17435 and 17443 Farley Road Mixed-Use Development
- 15047 Los Gatos Boulevard Medical Office Building
- 404 University Avenue Mixed-Use Development
- Safeway Grocery Store Expansion

TJKM regularly attends and presents to the Los Gatos Planning Commission and Council meetings, and has had extensive involvement with neighborhood and community groups.

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ON-CALL TRAFFIC & TRANSPORTATION ENGINEERING, BELMONT | 2010-ONGOING

Reference: Bozhena Palatnik, City of Belmont, One Twin Pines Lane, Suite 385, Belmont, CA 94002, (650) 595-7463, bpalatnik@belmont.gov
Staff/Role: Ruta Jariwala, Task Lead



TJKM serves as an On-Call Traffic and Transportation Engineering consultant to the City, providing the various services including traffic impact studies, traffic control and signal evaluation and improvement, transportation planning, pedestrian and bicycle planning and design, grant application support, traffic calming studies and design, traffic safety studies, complete street design, peer review, and grant writing support.

Some of the projects completed under this On-Call contract include:

- Elmer Street between Ralston Avenue and O'Neill Avenue Parking Analysis
- Field Review for Appropriate Stopping Sight Distance Requirements for 2146 Carlmont Drive
- Ralston Avenue PG&E Traffic Control Plan Review
- Peer Review of the Talbryn Drive Operations and Sight Distance Evaluation Reports
- Preparation of Metropolitan Transportation Commission Category 1 IDEA Grant Application
- Peer Review of the South Road/Ralston Traffic Signal Installation Plans
- Peer Review of 1320 Talbryn Drive Signing and Striping Plans

ON-CALL TRAFFIC DESIGN SERVICES, CONCORD | 2015-ONGOING

Reference: Abhishek Parikh, City of Concord, 1950 Parkside Drive, Concord, CA 94519, (925) 671-3129, abhishek.parikh@cityofconcord.org
Staff/Role: Ruta Jariwala, Task Lead | Rutvij Patel, Technical Staff



TJKM is providing transportation planning, traffic operations, design, and traffic engineering services for the City of Concord on an On-Call basis. The teams task assigned include:

- Fiber-Optic Cable Installation Cost Estimate on Clayton Road from Ellis Street to Sutter Street
- Galindo Street Corridor Plan for the Downtown Priority Development Area
- Website Design Services for the City's Transportation Division
- Highway Safety Improvement Program Grant Application for Signal Upgrades for Various Locations
- Staff Augmentation Support for various signal timing and traffic operations tasks
- Monument Boulevard Fiber Interconnect Plans, Specifications, and Estimates

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AS-NEEDED TRAFFIC & TRANSPORTATION ENGINEERING, MILLBRAE | 2017-ONGOING

Reference: Andrew Yang, City of Millbrae, 621 Magnolia Avenue, Millbrae, CA 94030, (650) 259-2393, ayang@ci.millbrae.ca.us
Staff/Role: Ruta Jariwala, Project Manager | Rutvij Patel, Technical Staff



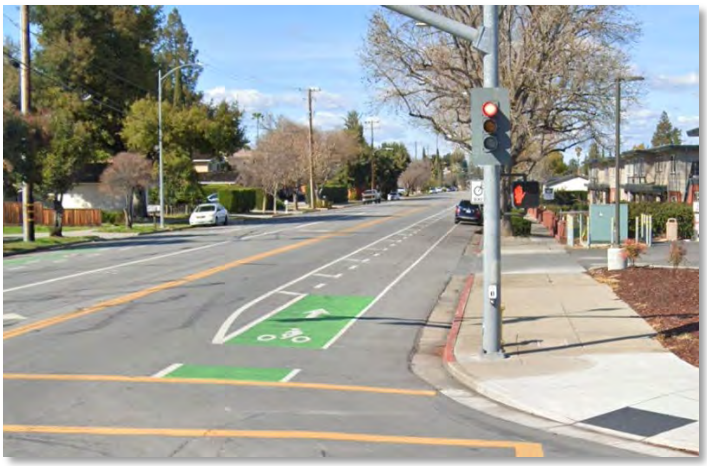
TJKM is providing the City of Millbrae On-Call professional support and expertise in engineering and surveying services to complete a variety of projects. The On-Call contract is intended to provide a flexible and effective way for the City to respond to recurring service needs for multi-dimensional tasks covering a range of transportation engineering and traffic services.

Recent tasks include:

- Neighborhood Traffic Calming Program Development
- Local Roadway Safety Plan Grant Application
- Active Transportation Plan Cycle 5 Grant Application
- Visibility and Safety Improvements for Meadows Elementary School
- Magnolia and Richmond Bicycle and Pedestrian Improvements
- Grant Writing Assistance for City's 2017 Measure A Pedestrian and Bicycle Program Grant Applications for San Mateo County Transportation Agency
- 1301 Broadway proposed Mixed-Use Development Traffic Impact Study
- Millbrae Avenue Automated Red Light Enforcement Evaluation Study
- Skyline Boulevard Bicycle and Pedestrian Improvements
- Helen Tioga Quick Build Project
- Millbrae Avenue Cycle Track Project

GEOMETRIC & COMPLETE STREETS DESIGN SERVICES ON-CALL, SAN JOSE | 2018-2021

Reference: Zahi Khattab, City of San Jose, 200 East Santa Clara Street, San Jose, CA 95113, (408) 975-3252, zahi.khattab@sanjoseca.gov
Staff/Role: Ruta Jariwala, Principal-in-Charge | Rutvij Patel, Project Manager



As part of City of San Jose Geometric Streets Design On-Call, TJKM was issued task orders to prepare signage and striping plans. Included in the City's annual maintenance program, TJKM has completed four separate task orders under this On-Call. The following are the details on each task order:

- 2019 - Service Order No. 1: This task order included four corridors within San Jose including Branham Lane, San Tomas Aquino Road, White Road, and Williams Road totaling approximately 4 miles.
- 2020 - Service Order No. 1: This task order included restriping of four corridors within San Jose including Cherry Avenue, Piedmont Road, and two sections of Bollinger Road for a total of approximately 4.3 miles.
- 2020 - Service Order No. 2: This task order included restriping of 10th and 11th Street from Hedding Street to Highway 280 within the downtown core of San Jose.
- 2021 - Service Order No. 1: This ongoing task order includes the re-striping of eight corridors within San Jose including 1st Street, 4th Street, Bascom Avenue, Capitol Avenue, Landess Avenue, Lean Avenue, Monterey Road, and White Road for a total of approximately 16.8 miles.

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ON-CALL CONSULTANTS FOR TRAFFIC ENGINEERING, THOUSAND OAKS | 2023-ONGOING

Reference: Mark Bueno, City of Thousand Oaks, 2100 Thousand Oaks Boulevard, Thousand Oaks, CA 91362, (805) 449-2416, mbueno@toaks.org
Staff/Role: Mark Doty, Project Manager | Ruta Jariwala, Task Lead | Rutvij Patel, Task Lead



TJKM was awarded the On-Call Professional Consulting Services for the City of Thousand Oaks in 2023. Depending on the City's needs we will provide services for traffic engineering, traffic operations, and transportation planning.

From this contract, TJKM received a work order for a vehicle miles traveled analysis for 3610 Thousand Oaks Boulevard. TJKM conducted the vehicle miles traveled analysis, as well as identified the Transportation Analysis Zone and conducted two model runs.

A Technical Memorandum was produced and submitted to the City.

ON-CALL TRAFFIC & TRANSPORTATION ENGINEERING SERVICES, BELMONT | 2010-ONGOING

Reference: Bozhena Palatnik, City of Belmont, One Twin Pines Lane, Suite 385, Belmont, CA 94002, (650) 595-7463, bpalatnik@belmont.gov
Staff/Role: Ruta Jariwala, Project Manager



TJKM serves as an On-Call Traffic and Transportation Engineering consultant to the City of Belmont, providing the following services: traffic impact studies, traffic control and signal evaluation and improvement, transportation planning, pedestrian and bicycle planning and design, grant application support, traffic calming studies and design, traffic safety studies, complete street design, peer review, and grant writing support.

Some of the projects that are active or have been completed under this On-Call contract include:

- Elmer Street between Ralston Avenue and O'Neill Avenue Parking Analysis
- Ralston Avenue PG&E Traffic Control Plan Review
- Appropriate Stopping Sight Distance Requirements for 2146 Carlmont Drive
- Peer Review of the Talbryn Drive Operations and Sight Distance Evaluation Reports
- Peer Review of the South Road/Ralston Traffic Signal Installation Plans
- Preparation of Metropolitan Transportation Commission IDEA Category 1 Grant Application
- Peer Review of 1320 Talbryn Drive Signing and Striping

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REFERENCES



TJKM

50th ANNIVERSARY

City of Gardena Statement of Qualifications for General Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture & Landscape Architecture, Geotechnical Engineering/Geology & Material Testing, and Staff Augmentation On-Call Professional Services

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REFERENCES

As-Needed Traffic Consulting Services, Beverly Hills	**Reference**: Daren Grilley, City of Beverly Hills, 345 Foothill Road, Beverly Hills, CA 90210, (310) 285-2557, dgrilley@beverlyhills.org
On-Call Traffic Engineering Services, Palo Alto	**Reference:** Shahla Yazdy, City of Palo Alto, 250 Hamilton Avenue, Palo Alto, CA 94301, (650) 617-3151, shahla.yazdy@cityofpaloalto.org
On-Call Traffic Engineering Services, San Bruno	**Reference:** David Wong, City of San Bruno, 567 El Camino Real, San Bruno, CA 94066, (650) 616-7157, DHWong@sanbruno.ca.gov
On-Call Traffic Engineering & Design Services, Los Gatos	**Reference**: Mike Vroman, Town of Los Gatos, 41 Miles Avenue, Los Gatos, CA 95030, (408) 399-5777, mvroman@losgatosca.gov
On-Call Traffic & Transportation Engineering, Belmont	**Reference:** Bozhena Palatnik, City of Belmont, One Twin Pines Lane, Suite 385, Belmont, CA 94002, (650) 595-7463, bpalatnik@belmont.gov
On-Call Traffic Design Services, Concord	**Reference:** Abhishek Parikh, City of Concord, 1950 Parkside Drive, Concord, CA 94519, (925) 671-3129, abhishek.parikh@cityofconcord.org
As-Needed Traffic & Transportation Engineering, Millbrae	**Reference**: Andrew Yang, City of Millbrae, 621 Magnolia Avenue, Millbrae, CA 94030, (650) 259-2393, ayang@ci.millbrae.ca.us
Geometric & Complete Streets Design Services On-Call, San Jose	**Reference:** Zahi Khattab, City of San Jose, 200 East Santa Clara Street, San Jose, CA 95113, (408) 975-3252, zahi.khattab@sanjoseca.gov
On-Call Consultants for Traffic Engineering, Thousand Oaks	**Reference:** Mark Bueno, City of Thousand Oaks, 2100 Thousand Oaks Boulevard, Thousand Oaks, CA 91362, (805) 449-2416, mbueno@toaks.org

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FEE SCHEDULE



TJKM

City of Gardena Statement of Qualifications for General Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture & Landscape Architecture, Geotechnical Engineering/Geology & Material Testing, and Staff Augmentation On-Call Professional Services

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FEE SCHEDULE

TJKM has provided our Hourly Rates for professional services below.

Title	Rate
Principal	$265/hour
Director	245/hour
Senior Project Manager	210/hour
Project Manager	200/hour
Senior Transportation Engineer	185/hour
Transportation Engineer	145/hour
Assistant Transportation Engineer	135/hour
Senior Transportation Planner	185/hour
Transportation Planner	145/hour
Assistant Transportation Planner	135/hour
GIS Specialist	110/hour
Graphics Designer	110/hour
Designer	105/hour
Technical Staff II	95/hour
Administration Staff	90/hour
Production Staff	65/hour

Reimbursable Expenses

Plotting (per sheet)	$18.00
Travel Cost (per mile, subject to change; based on IRS standard mileage rates)...	.67

All outside services are billed at cost plus a ten percent margin for handling.

Expert Witness charges available upon request.

Rates Effective January 1, 2024

Rates Subject to Change

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RESUMES



TJKM

City of Gardena Statement of Qualifications for General Civil Engineering Design, Construction Management & Inspection, Traffic Engineering, Architecture & Landscape Architecture, Geotechnical Engineering/Geology & Material Testing, and Staff Augmentation On-Call Professional Services

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RESUMES

We have provided resumes of our key staff on the following pages.

RUTA JARIWALA, PE, TE | PRINCIPAL-IN-CHARGE & OTHER TRAFFIC ENGINEERING DESIGN SERVICES TASK LEAD



Registration: *CA CE 73840 | CA TE 2465 | TX CE 135281*
Education: *M.S., Civil Engineering, San Jose State University, San Jose, CA | B.S., Civil Engineering, Bombay University, Mumbai, Maharashtra, India*

Ms. Jariwala has 24 years of professional experience in the areas of traffic operations, transportation planning, freeway and arterial management studies, signal coordination, traffic signal systems, traffic impact studies/environmental impact reports and ITS planning, design and construction oversight. She has extensive experience in macro and microscopic model development and application for analysis of traffic operations for express lane studies as well as multimodal operations, pedestrian, bicyclists, and traffic safety studies.

Relevant Projects:

- **On-Call Transportation Traffic Calming Services, Millbrae, CA.** Project Manager. The City of Millbrae and its staff awarded us the contract for their traffic calming and traffic engineering needs and assist in achieving the goals and objectives of providing safe and efficient transportation infrastructure. The task orders that were awarded from this contract include All-Way Stop Control Warrant Assessment for Helen Drive Mosswood Lane, Helen Drive-Mosswood Lane Mobility and Traffic Safety Assessment, Meadows School Elementary: Pursuant to the All-Way Stop Control Warrant, Lincoln Circle at Millbrae Recreation High Visibility Crosswalk and ADA Curb Ramps Improvements, and Rollins Road and Millbrae Avenue Northbound Through-Right Conversion.
- **On-Call Engineering Services, Thousand Oaks, CA.** Task Lead. Awarded the On-Call contract in July 2023 to provide traffic engineering services. The On-Call contract led to a task order for the Vehicle Miles Traveled Analysis for 3610 Thousand Oaks Boulevard. The location is the proposed site for the Westlake Hyundai Genesis a car dealership. Obtained the Ventura County Travel Demand Model to conduct the Vehicle Miles Traveled analysis.
- **As-Needed Traffic Consulting Services, Beverly Hills, CA.** Project Engineer. Provide services for traffic engineering, traffic operations, transportation planning, parking studies, and traffic design services. From this contract, received a work order for the Sunset Boulevard Traffic Signal Synchronization and Optimization. Developing and fine tuning optimized signal timing plans for eight traffic signals along Sunset Boulevard between City of Beverly Hills easterly and westerly limits. Duties include project management, site visits for data collection, and using the floating car method to collect and document a minimum of four GPS travel time runs along the study corridors, and prepare Before and After Studies.
- **On-Call Professional Traffic Engineering/Transportation Planning, Concord, CA.** Task Lead providing on an On-Call basis. The first task was to prepare a cost estimate for installing fiber-optic cable on Clayton Road from Ellis Street to Sutter Street. Additional tasks assigned included the Galindo Street Corridor Plan, created a user-friendly website for the City's Transportation Division, and developed a HSIP grant application for various locations to improve signal hardware that was approved for funding. Provided on-site Staff Augmentation Support to assist with various signal timing and traffic operations tasks, and assisting the City with design of the fiber interconnect PS&E along Monument Boulevard.
- **On-Call Traffic Engineering Services, Los Gatos, CA.** Task Leader assisting in the completion of numerous traffic impact studies for a variety of land uses, including residential, retail, office, and mixed-use. She also completed traffic and parking studies for schools, parks, a hospital, the library, and the civic center master plan and commercial developments. Also provided traffic calming services, developed the city's first traffic calming policy, and conducted peer review of traffic impact studies.

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- **On-Call Traffic Engineering Services, Palo Alto, CA.** Deputy Project Manager responsible for projects including Safe Routes to School design and construction, Embarcadero Road redesign to Palo Alto High School including suggestion alternatives for the congested corridor, and review of Alma Street Train Preemption Signal Phasing Alternative. The team also conducted a citywide parking inventory for the residential permit-parking program and a signal warrant analysis for Alma Street/Loma Verde.
- **CSJ DOT Complete Streets Design On-Call, San Jose, CA.** Principal-In-Charge. Overseeing the project, which includes various complete streets task orders the work ranges from civil, electrical signage, and striping plans as it relates to complete streets improvements. Projects include Bascom Avenue Protected Bikeways, Downtown Bikeways Hardscape Conversion, and 2021 Signage and Striping Plans for Pavement Projects Batch 2.
- **Geometric & Complete Streets Design Services, San Jose, CA.** Principal-In-Charge. Oversaw the team assisting with a task order to prepare signage and striping plans. Included in the City's annual maintenance program, the following corridors were getting re-paved; Branham Lane, San Tomas Aquino Road, White Road, and Williams Road totaling approximately four miles. As a result, the City wanted to re-stripe those corridors to enhance bicycle networks and improve pedestrian safety on those corridors. The work included field investigation to verify existing curb-to-curb width as no widening was planned for the project. Following, the TJKM Team used google aerials to prepare a full set of signage and striping plans for all the corridors. The project involved three rounds of review prior to submitting a final set of plans to the City.
- **As-Needed Traffic & Transportation Engineering Services, Millbrae, CA.** Project Manager. Providing the City of Millbrae On-Call professional support and expertise in engineering and surveying services to complete a variety of projects. Recent tasks include Citywide Neighborhood Traffic Calming Program, Local Roadway Safety Plan Grant Application, ATP Cycle 5 Grant Application for Millbrae Avenue, Visibility and Safety Improvements for Meadows Elementary School, Magnolia and Richmond Bicycle and Pedestrian Improvements, 2017 Measure A Pedestrian and Bicycle Program grant applications for San Mateo County Transportation Agency, 1301 Broadway mixed-use development Traffic Study, Millbrae Avenue Automated Red Light Enforcement, Skyline Boulevard Bicycle and Pedestrian Improvements Transportation Development Act Grant Application, Helen Tioga Quick Build Project, and Millbrae Avenue Cycle Track Project. The contract was renewed and includes the Transportation Development Act Grant Application, Neighborhood Community Outreach Meeting, Multi-Way Stop Sign Warrant Analysis at Park Boulevard and Cypress Avenue, and Tier 2 and 3 Design Traffic Calming improvements along Park Boulevard between Santa Teresa Way and Juanita.
- **On-Call Traffic Engineering Services, Mountain View, CA.** Project Manager responsible for providing the City with traffic engineering services. Projects included traffic operations, general planning, traffic engineering design, traffic signal design and timing, traffic calming multimodal planning, complete streets analysis and design and adaptive systems.
- **Other On-Call Projects**
  - Caltrans District 5 On-Call Roadway Design
  - On-Call Transportation & Traffic Engineering, Modesto
  - On-Call Traffic Engineering, Belmont
  - On-Call Transportation Engineering, Transportation Planning & Traffic Operations Services, Oakley
  - On-Call Traffic Engineering, Walnut Creek
  - On-Call Traffic Engineering, Redwood City
  - On-Call Traffic Engineering, San Bruno
  - On-Call Traffic Engineering, Fresno
  - On-Call Transportation, San Luis Obispo
  - On-Call CEQA Consultant, Yolo County
  - Transportation Engineering, San Joaquin County
  - On-Call Transportation Engineering, Pittsburgh
  - On-Call Traffic Engineering, Tracy
  - On-Call Traffic Engineering, Fremont
  - On-Call Traffic Engineering/Transportation Planning, Contra Costa County
  - On-Call Traffic Engineering, Sunnyvale
  - On-Call Traffic Engineering, San Carlos
  - On-Call Traffic Engineering, Orinda
  - On-Call Traffic Engineering, Monterey
  - On-Call Traffic Engineering, San Mateo
  - On-Call Traffic Engineering, Santa Clara
  - On-Call Traffic Engineering, Oakland
  - fTransportation Engineering, Santa Clara County

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MARK DOTY | PROJECT MANAGER



Registration: *N/A*
Education: *B.A., Architecture, Texas Tech University, Lubbock, TX*

Mr. Doty has 18 years of experience in both the private and public sector with the majority of that time served as a planner or director for major cities in North Texas.

Mr. Doty is an accomplished senior-level planner and project manager with broad stakeholder, community and government relation expertise, team leadership, strategic development, and media outreach experience in the public and private sectors. Among the many initiatives and projects Mark has worked on include; monthly commission and board meetings, stakeholder and other community outreach, parking management, wayfinding signage, impact fee studies, downtown place making, economic development fund review and administration, historic designation, code writing and review.

Relevant Projects:

- **As-Needed Traffic Consulting Services, Beverly Hills, CA.** Project Manager. Provide services for traffic engineering, traffic operations, transportation planning, parking studies, and traffic design services. From this contract, received a work order for the Sunset Boulevard Traffic Signal Synchronization and Optimization. Developing and fine tuning optimized signal timing plans for eight traffic signals along Sunset Boulevard between City of Beverly Hills easterly and westerly limits. Duties include project management, site visits for data collection, and using the floating car method to collect and document a minimum of four GPS travel time runs along the study corridors, and prepare Before and After Studies.
- **On-Call Traffic Engineering, Lancaster, CA.** Deputy Project Manager. TJKM was awarded the Multi-Year Professional Services for the Term of January 2023 to December 2026 to the City of Lancaster for Service Group Category 2. Traffic Engineering. The City was seeking professional traffic engineering support and expertise in the application of Traffic Engineering principles and practices to enhance the safety and efficient movement of pedestrians, cyclists and vehicular traffic of people and goods.
- **On-Call Consulting Services, Eureka, CA.** Project Manager. Awarded the City of Elk Grove On-Call Consulting Services on June 6, 2023. This contract has led to two task orders:
  - Myrtle Avenue Design Concepts - Preparing the concepts for three intersections at Myrtle Avenue at West Avenue, Myrtle Avenue at Harrison Avenue, and Myrtle Avenue at 6th Street. These concepts include designs for a bicycle facility to safely move through the intersection.
  - Traffic Signal Retiming - Development of optimized signal timing plans for up to 27 intersections in the City. Review existing signal timing parameters using peak period turning movement counts for vehicles, pedestrians, and bicycles. Develop optimized signal-timing plans at the study intersections for the weekday a.m., midday, and p.m. peak periods. Four GPS travel time surveys for the "Before Study" using floating car method at the study corridor during the same peak periods determined from turning movement counts for the study scenarios.
- **On-Call Engineering Services, Thousand Oaks, CA.** Project Manager. Awarded the On-Call contract in July 2023 to provide traffic engineering services. The On-Call contract led to a task order for the Vehicle Miles Traveled Analysis for 3610 Thousand Oaks Boulevard. The location is the proposed site for the Westlake Hyundai Genesis a car dealership. Obtained the Ventura County Travel Demand Model to conduct the Vehicle Miles Traveled analysis.
- **Vision Zero Policy & Action Plan, South Lake Tahoe, CA.** Project Manager assisting the City with developing a Vision Zero Policy and Action Plan which aims to eliminate traffic-related deaths and serious injury collisions through a clear vision, assigning responsibility, changing or enacting new policies that focus on safety first, identifying existing roadway deficiencies and hazards, and physically changing the streetscape to support equal access to the road network.

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RUTVIJ PATEL, EIT | TRAFFIC SIGNALS TASK LEAD, TRAFFIC CONTROL PLANS TASK LEAD, SIGNING & STRIPING PLANS TASK LEAD



Registration: *CA EIT 154117*

Education: *B.S., Civil Engineering, San Jose State University, San Jose, CA*

Mr. Patel has 17 years of professional experience in transportation/traffic engineering and design. He has provided support on traffic impact studies, highway operation analysis, signal coordination projects, and highway design plans, specifications and estimates (PS&E) packages. Mr. Patel has worked on various electrical design projects, which include street lighting, traffic signal, and intelligent transportation system design plans, as well as the preparation of traffic handling, signage, and striping plans. Mr. Patel has worked with various jurisdictions in the San Francisco Bay Area, Tri-Valley, Central Valley, and Northern California and is very familiar with their different standards and requirements. This knowledge often leads to minimal need for plan check comments during the design phase. For all projects, Mr. Patel has developed project estimates, specifications to accompany the full plan set. He has met with clients for comment review meetings, assisted cities on answering contractor Requests for Information (RFI's) on design work, and have met with them onsite to resolve any design questions.

Relevant Projects:

- **On-Call Engineering Services, Thousand Oaks, CA.** Task Lead. Awarded the On-Call contract in July 2023 to provide traffic engineering services. The On-Call contract led to a task order for the Vehicle Miles Traveled Analysis for 3610 Thousand Oaks Boulevard. The location is the proposed site for the Westlake Hyundai Genesis a car dealership. Obtained the Ventura County Travel Demand Model to conduct the Vehicle Miles Traveled analysis.
- **On-Call Professional Traffic Engineering/Transportation Planning, Concord, CA.** Task Lead providing services on an On-Call basis. The first task was to prepare a cost estimate for installing fiber-optic cable on Clayton Road from Ellis Street to Sutter Street. Additional tasks assigned included the Galindo Street Corridor Plan, created a user-friendly website for the City's Transportation Division, and developed a HSIP grant application for various locations to improve signal hardware that was approved for funding. Provided on-site Staff Augmentation Support to assist with various signal timing and traffic operations tasks, and assisting the City with design of the fiber interconnect PS&E along Monument Boulevard.
- **Geometric & Complete Streets Design Services, San Jose, CA.** Project Manager responsible for preparation of signing and striping plans for four task orders. TJKM was selected for next cycle On-Call with City of San Jose from 2022-2024 (Two years) period for contract of $290K and optional extension for third year. The scope of work is similar to prior years On-Call work. Currently TJKM is working on four separate task orders from the new contract.
- **On-Call Traffic Engineering Services, Palo Alto, CA.** Project Engineer. Routinely assisting City to address citizen requests regarding transportation, resolving issues and complaints. As part of its on-call services, he has provided Safe Route to School design and construction inspection project, the redesign of Embarcadero Road to Palo Alto High School to recommend alternatives for the congested corridor, and review of an Alma Street Train Preemption Signal Phasing Alternative. He also conducted a citywide parking inventory for the residential permit-parking program and a signal warrant analysis for Alma Street/Loma Verde.
- **Caltrans District 5 On-Call Roadway Design Services, State of CA.** Task Lead. Task Order 1 is for providing design services for the State Highway in Monterey County of US 101. For Task Order 2 provided design services for construction ready PS&E. The electrical plans included installation of Microwave Vehicle Detection System, Close Circuit Television Cameras at strategic locations along the corridor as noted by Caltrans.
- **Caltrans District 1 On-Call Roadway Design Services, State of CA.** Project Manager. Preparing traffic handling and stage construction plans, and pavement delineation and signage plans for upgrades at 29 curb ramp locations. Technical specifications and estimates and bid/construction support were part of the project.

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- **As-Needed Traffic & Transportation Engineering Services, Millbrae, CA.** Technical Staff. Providing the City On-Call support and expertise in engineering to complete a variety of projects. Recent tasks include Citywide Neighborhood Traffic Calming Program, Local Roadway Safety Plan Grant Application, ATP Cycle 5 Grant Application for Millbrae Avenue, Visibility and Safety Improvements for Meadows Elementary School, Magnolia & Richmond Bicycle and Pedestrian Improvements, 2017 Measure A Pedestrian and Bicycle Program grant applications for San Mateo County Transportation Agency, 1301 Broadway mixed-use development Traffic Study, Millbrae Avenue Automated Red Light Enforcement, Skyline Boulevard Bicycle and Pedestrian Improvements Transportation Development Act Grant Application, Helen Tioga Quick Build Project, and Millbrae Avenue Cycle Track Project. The contract was renewed and includes the TDA Grant Application, Neighborhood Community Outreach Meeting, Multi-Way Stop Sign Warrant Analysis at Park Boulevard and Cypress Avenue, and Tier 2 and 3 Design Traffic Calming improvements along Park Boulevard between Santa Teresa Way and Juanita.
- **CSJ DOT Complete Streets Design On-Call, San Jose, CA.** Project Manager responsible for various complete streets task orders the work ranges from civil, electrical signage, and striping plans as it relates to complete streets improvements. Projects include Bascom Avenue Protected Bikeways a road diet by reducing the three-lanes in either direction into two-lanes; Downtown Bikeways Hardscape Conversion design plans for construction next summer; 2021 Signage and Striping Plans for Pavement Projects Batch 2 for restriping three corridors.
- **Bicycle Facilities On-Call Engineering Services, Fresno, CA.** Project Manager. As part of the On-Call City issued separate task orders for bike lane improvements.
  - Task Order No. 1 Operational Analysis for Road Diet along Palm Avenue between Belmont to Shields Avenue: Reviewed operational impacts of a Road Diet on Palm Avenue. The analysis included converting an existing four-lane roadway to two-lanes with a two-way turn lane and class II bike facility.
  - Task Order No. 2 Operational Analysis for Road Diet along Elm Avenue and Belmont Avenue: Review the operational impacts of a Road Diet on three separate segments. The analysis included converting an existing four-lane roadway to two-lanes with a two-way turn lane and class II bike facility.
- **On-Call Traffic Engineering Services, Fremont, CA.** Project Manager. Selected for next cycle On-Call with City from 2021-2026 period for contract not to exceed 1.25 Million. Currently working on two task orders related to signal design. Other projects include Pedestrian Crossing Improvements at Four Locations design services; Walnut Boulevard and Civic Center Drive, Walnut Boulevard and Paseo Padre Parkway Signal Modifications design services; Mission Boulevard and Sullivan Underpass/Nichols Avenue New Signal design services; New Signal Installation at Mission Boulevard/Curtner Road design services; and new protected bike traffic Signal Installation at Niles Boulevard/Rock Avenue design plans.
- **On-Call Transportation Engineering & Traffic Engineering Services, Modesto, CA.** Task Lead. Worked the preparation of plans and estimates for fiber installation along Scenic Road and Claus Road, Signal Modification at 70 intersections throughout the City, RRFB Installation at 13 locations, and flashing stop signs at four locations.
- **On-Call Traffic Engineering & Transportation Planning Services, Sunnyvale, CA.** PS&E Preparation Task Lead. Worked on the preparation of PS&E for electrical and signing and striping related tasks. Projects include Street Lighting Improvements: This task order involved investigation of existing field conditions and development of plans with purpose of repairing broken and non-functioning street lights at six locations, and Mary Avenue Striping: This task order includes plan and estimate preparation for slurry seal and restriping for one-mile on Mary Avenue.
- **Transportation Engineering On-Call Services, Pittsburg, CA.** Technical Staff. Providing transportation engineering consultant services to the City. Recent tasks include Railroad Avenue Corridor Signal Coordination Traffic Signal Coordination Plans, LMK Petro Development on 1625 Buchanan Road Traffic Impact Analysis, West Leland Road Corridor Traffic Signal Coordination/Timing Plans, Beacon Villa Proposed Mixed-Use Development Parking Study Traffic and Parking Study, and Railroad Avenue at California Avenue Intersection Traffic Signal Operation Study.

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PRAVEENA SAMALETI | TRAFFIC IMPACT STUDIES TASK LEAD



Registration: *N/A*

Education: *Master of Technology (Specialization in Transportation Engineering), Jawaharlal Nehru University, Hyderabad, India | B.E., Civil Engineering, Vasavi College of Engineering, Hyderabad, India*

Ms. Samaleti has 17 years of experience in the area of transportation/traffic engineering. She has completed a variety of engineering tasks for signal coordination projects, signal timing, congestion management programs, corridor studies, and multi-modal transportation analysis projects. She has also worked on traffic impact study (TIS) projects, Comprehensive Traffic and Transportation studies, and Feasibility studies in India. She has experience with a variety of software packages, including Synchro 10, SimTraffic 10, Traffix, Vistro, HCS, and VISSIM.

On-Call Traffic/Transportation Planning & Engineering Services Relevant Projects

- **On-Call Signal Timing, Palo Alto, CA.** Project Engineer to provide Signal Timing services on an on-call basis. Under this on-call contract, she has been assigned to assist in the preparation of a signal timing sheets for proposed lane configurations.
- **As-Needed Traffic Consulting Services, Beverly Hills, CA.** Task Lead. Provide services for traffic engineering, operations, transportation planning, parking studies, and traffic design services. From this contract, received a work order for the Sunset Boulevard Traffic Signal Synchronization and Optimization. Developing and fine tuning optimized signal timing plans for eight traffic signals along Sunset Boulevard between City easterly and westerly limits. Duties include site visits for data collection, and using the floating car method to collect and document a minimum of four GPS travel time runs along the corridors, and prepare Before and After Studies.
- **On-Call Consulting Services, Eureka, CA.** Task Lead. Awarded the City of Elk Grove On-Call Consulting Services on June 6th, 2023. This contract has led to task order for Myrtle Avenue Design Concepts. Preparing the concepts for three intersections at Myrtle Avenue at West Avenue, Myrtle Avenue at Harrison Avenue, and Myrtle Avenue at 6th Street. These concepts include designs for a bicycle facility to safely move through the intersection.
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  - Traffic Signal Retiming - Development of optimized signal timing plans for up to 27 intersections in the City. Review existing signal timing parameters using peak period turning movement counts for vehicles, pedestrians, and bicycles. Develop optimized signal-timing plans at the study intersections for the weekday a.m., midday, and p.m. peak periods. Four GPS travel time surveys for the "Before Study" using floating car method at the study corridor during the same peak periods determined from turning movement counts for the study scenarios.
- **On-Call Signal Timing, Oakley, CA.** Project Engineer to provide Signal Timing services on an on-call basis. Assigned to assist in the preparation of a signal timing sheets for variety of traffic signal controllers.
- **On-Call Transportation Engineering, Transportation Planning, & Traffic Operations, Oakley, CA.** Project Engineer. Tasks include developing a Citywide Traffic Model using VISTRO software; traffic safety studies, and traffic impact studies. Assisting in the preparation of a signal timing sheets for variety of traffic signal controllers.

Traffic Impact Study Relevant Projects

- **Operations Control Center Replacement Project, Santa Clara Valley Transportation Agency (VTA), CA.** Task Lead for Level of Service analysis, and operational impacts.
- **Interstate 580 Transit and Multimodal Strategy, Alameda County, CA.** Task Lead for VISSIM analysis and preliminary Road Diet analysis as per Oakland Department of Transportation methodology.

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- **Calaveras Boulevard Near-Term Improvements, Santa Clara County, CA.** Project Engineer assisted VTA to enhance traffic operations at the Westbound SR 237/ Calaveras Boulevard On-Ramp and Westbound SR 237/McCarthy Boulevard On-Ramp is proposing Near-Term improvements and is in the process of preparing environmental document for the project. Assisted in traffic operational analysis for Existing and Plus Project Conditions. Also, freeway operational analysis was conducted using Caltrans methodology.
- **Traffic Impact Analysis for Proposed Gas Station at 3568 Arch Road, Stockton, CA.** Project Engineer evaluated the impacts on the transportation infrastructure due to the addition of traffic from the proposed project. The study intersections were evaluated in accordance with the standards set forth by the LOS policies of the City of Stockton. Three study intersections were evaluated under six study scenarios. Assisted in developing Synchro network for the project study area, LOS results, and generating reports.
- **Local Transportation Analysis for Medical Office Building at 200 N Bascom Avenue, San Jose, CA.** Project Engineer evaluated the impacts on the transportation infrastructure due to the addition of traffic from the proposed project, six study intersections under three study scenarios were evaluated in accordance with the standards set forth by the LOS policies of the City of San Jose. Assisting in developing TRAFFIX network for the project study area, LOS results, and generating reports. Also assisting in preparing project report.
- **Local Transportation Analysis for Evergreen Valley College Entry Study, San Jose, CA.** Project Engineer evaluated the impacts on the transportation infrastructure due to the addition of traffic from the proposed project. Three study intersections under three study scenarios were evaluated in accordance with the standards set forth by the LOS policies of the City of San Jose. Assisted in developing TRAFFIX network for the project study area, LOS results, and generating reports. Also assisted in preparing project report.
- **Traffic & Parking Study for Proposed Hotel Development at 39888 Balentine Drive, Newark, CA.** Project Engineer evaluated the impacts on the transportation infrastructure due to the addition of traffic from the proposed project. Five study intersections under two study scenarios were evaluated in accordance with the standards set forth by the LOS policies of the City of Newark. Assisted in developing Synchro network for the project study area, LOS results, and generating reports. Also assisted in preparing parking analysis for the project.
- **Traffic Impact Study for Proposed Retail Center Development along Cypress Avenue, Oakley, CA.** Project Engineer evaluated the impacts on the transportation infrastructure due to the addition of traffic from the proposed project. Three study intersections under four study scenarios were evaluated in accordance with the standards set forth by the LOS policies of the City of Oakley. Assisted in developing Vistro network for the project study area, LOS results, and generating reports. Also assisted in preparing project report.
- **Hope Street Traffic Impact Study, Mountain View, CA.** Project Engineer evaluated the impacts on the transportation infrastructure due to the addition of traffic from the proposed project. Twenty-four study intersections under six study scenarios were evaluated in accordance with the standards set forth by the LOS policies of the City of Mountain View. Assisted in developing TRAFFIX network for the project study area, LOS results, and generating reports. Also assisted in preparing project report.
- **Traffic Impact Study for Proposed Development at 701 W Evelyn Avenue, Mountain View, CA.** Project Engineer evaluated the impacts on the transportation infrastructure due to the addition of traffic from the proposed project. Sixteen study intersections under six study scenarios were evaluated in accordance with the standards set forth by the LOS policies of the City of Mountain View. Assisted in developing TRAFFIX network for the project study area, LOS results, and generating reports. Also assisted in preparing project report.
- **Traffic Impact Study for Proposed Development at 676 West Dana Street, Mountain View, CA.** Project Engineer. Assisted the impacts on the transportation infrastructure due to the addition of traffic from the proposed project. Twelve study intersections under six study scenarios were evaluated in accordance with the standards set forth by the LOS policies of the City of Mountain View. Assisted in developing TRAFFIX network for the project study area, LOS results, and generating reports. Also assisted in preparing project report.

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH
TRANSTECH ENGINEERS, INC

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **Transtech Engineers, Inc** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - Construction Management and Inspection
      - Staff Augmentation

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9, 2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant

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in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be

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indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	Transtech Engineers 13367 Benson Avenue Chino, CA 91710 Attn: Allen Cayir President

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – Transtech Engineers, Inc

Allen Cayir
_____
Name

Sign: Allen Cayir
Title: President

Sybil Cayir
_____
Name

Sign: Sybil Cayir
Title: Secretary

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX “A”

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference**.** In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

Docusign Envelope ID: 385D5A06-B943-441A-994C-150C834FBB4F

Submitted To

City of GARDENA

Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778

Attn: Kevin Kwak
Assistant Public Works Director



SOQ

ON-CALL CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES

TRANSTECH
Est. 1989
www.transtech.org
855.595.2495 (toll-free)

Submitted By

TRANSTECH Engineers, Inc.

Contact Person for this Proposal:
Ahmad Ansari, PE, Principal
E: ahmad.ansari@transtech.org
C: 949-702-5612; O: 909-595-8599

Our SOQ is submitted in the order of sections specified in "RFQ Section III. SUBMITTAL REQUIREMENTS"

Cover (Proposal Cover, previous page)

SOQ Section specified in RFQ	Page
1. COVER LETTER	1
2. FIRM QUALIFICATIONS AND EXPERIENCE	3
3. KEY PERSONNEL AND EXPERIENCE	5
a. Staff Qualifications	5
b. Principal Project Manager	6
4. ORGANIZATION CHART	8
5. SIMILAR PROJECTS / SERVICES	9
a. Project Understanding and Scope of Services	9
b. Service Approach	10
c. Relevant Experience	14
6. REFERENCES	18
7. FEE SCHEDULE	22
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Appendix1- ADDENDA	36
Appendix2 - INSURANCE	38

1. COVER LETTER

About Transtech Video Highlight: CLICK HERE

TRANSTECH
www.transtech.org
855.595.2495 (toll-free)

June 13, 2024

City of GARDENA
Public Works Department
1717 West 162nd Street; Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

Statement of Qualifications (SOQ), On-Call Services
Service Category: CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES

Established in 1989, Transtech (a California Corporation) is a **multi-disciplinary engineering consulting** firm. Transtech has been **in business for 35 years** and is **providing municipal services to approximately 80 public agencies**.

Our service capabilities include:

- Building & Safety Services, Building Inspection, Plan Check, Evaluations, City Building Official, Code Enforcement
- Civil Engineering,
- Staff Augmentation
- CIP Program Management
- Construction Management and Inspection
- Federally Funded Project Management and Grant Writing
- City Engineer, City Traffic Engineer, Development Public Works Engineering, Plan Check, Inspection
- Labor Compliance
- Planning Support
- Traffic and Transportation Planning and Engineering
- Water Resources Engineering
- Surveying, Mapping, ALTA, ROW Eng

Transtech has experience in various types of projects, such as:

- Parks and Playgrounds
- Parking Structures
- Community Centers
- Libraries
- City Halls
- Fire Stations
- Renovation of Historic Buildings
- Residential, Office, Commercial, Industrial Buildings
- Street Rehabilitation and Reconstruction
- Traffic Signal and Street Lighting
- ADA Improvements
- Water, Drainage, Sewer Improvements
- Bridges

We have extensive **experience working with Public Agencies/Cities in similar assignments**. We are accustomed to working with governmental agencies, and have a good understanding of public agency issues, procedures, and policies. **Several of our staff members are former City Engineers, Public Works Directors.**

We **work with METRO** on a number of projects. Currently, we are managing 710 Mobility Improvement Projects for the Cities of Alhambra and Rosemead, which has total funding of over $200m.

Our team includes **experienced staff members who have worked for CALTRANS** and are intimately familiar with the standards and procedures, project development and approval process, and requirements. One of our **Sr. Staff Member is former Deputy Director of Caltrans District 7**.

We have extensive **experience in the management and administration of federally funded projects**. In the past few years, we managed over 30 federally funded projects. Our staff members have completed Caltrans Resident Engineer Academy for Federally Funded Projects. We follow guidelines and procedures of Caltrans Local Assistance Procedures Manual (LAPM).

Our team has **proven track record in obtaining outside grants for its client cities**. Our staff works with our client cities to find potential funding sources, and to prepare competitive applications for various programs. We have

obtained extensive amount of funds for our client cities.

Transtech has a l**arge pool of well experienced staff and resources readily available** to provide requested services, and respond to requests in a timely, efficient, and cost-effective manner. Our staff and resources include **approximately 200 staff,** including building officials, plan checkers, inspectors, permit technicians, engineers, project managers, designers, plan checkers, inspectors, construction managers, traffic and transportation analysts, technicians, support personnel.

One of the **unique qualifications** of Transtech is that we serve public agencies as **municipal contract service providers**, including **Contract City Engineer, City Traffic Engineer, Building Official, CIP Manager, Construction Manager, Planner and in other capacities**.

Our **service philosophy** is defined by our unique **"Customer Care" approach in delivering our services in an efficient, cost-effective, timely and customer friendly manner:**

- ✓ Transtech is well known in providing **Cost Effective Services** on time with a **customer friendly and responsive** approach.
- ✓ Our services are founded on the principles of **Total Quality Management** for **Total Customer Care**.
- ✓ Transtech understands the importance of being able to **expedite certain projects**, when requested, by the City. Transtech has sufficient staff and resources to expedite projects.
- ✓ We have a **structured approach** to execute projects in an efficient manner that makes Transtech capable of providing the City with the highest quality product. Transtech has established guidelines and policies, including written manuals on quality control, project management, and design procedures for its staff and for its contract cities.
- ✓ All telephone calls or e-mails received are returned within the same working day, or the following day. We take pride in our "**Same Day Response**" motto.
- ✓ **Responsiveness is an integral part** of Transtech's "customer friendly" service approach.
- ✓ We will strive to **enhance the City's image by public trust** to be the most desirable community to live, invest and conduct business.
- ✓ Customer Care means highest quality customer service. Transtech is committed to providing **"Customer Care"** to the City, City's patrons, responding quickly and effectively to the walk-in, telephone, and electronic inquiries of the public related to our services.

Transtech is **proud to support civic and community activities**, which demonstrates our commitment to the progress, health, and well-being of the communities we serve. In services and partnership with our client cities, we have a proven record of active engagement in City and Community events, programs, causes, and initiatives. Our goal is not just to serve as an engineering consultant which is what we are best at, but activity partnering with our clients, to further enhance the City's reputation as an ideal community to live, invest, work, and play in.

City required Statements:

- State if any addendums have been received and include in the Proposal.
  - *Receipt of Addendum 1 dated June 4, 2024 is acknowledged. Copy of Addendum is included in SOQ Section Appendix1- ADDENDA.*
- Statement regarding acceptance of Agreement and insurance requirements.
  - *Acceptance of Agreement and insurance requirements is acknowledged. Please see SOQ Section Appendix2 - INSURANCE*
- Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
  - *Letter is signed by an officer of the firm who is authorized to bind the firm to the contract.*

Thank you for the opportunity to submit our qualifications. Should you have any questions, or require additional information, please contact the undersigned.

Sincerely

Okan Demirci, PE, QSD/P, Principal Project Manager
E: Okan.demirci@transtech.org; C: 714-319-6137

Ahmad Ansari, PE, Contract Principal
E: Ahmad.ansari@transtech.org; C: 949-702-5612

2. FIRM QUALIFICATIONS AND EXPERIENCE

Company Profile: Established in 1989, Transtech (a California Corporation) is a **multi-disciplinary engineering consulting** firm. Transtech has been **in business for 35 years** and is **providing municipal services to approximately 80 public agencies**.

Our service capabilities include:

- Building & Safety Services, Building Inspection, Plan Check, Evaluations, City Building Official, Code Enforcement
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Transtech has experience in various types of projects, such as:

- Street Rehabilitation and Reconstruction
- Traffic Signal and Street Lighting
- ADA Improvements
- Water, Drainage, Sewer Improvements Bridges
- Parks and Playgrounds
- Parking Structures
- Community Centers Libraries
- City Halls
- Fire Stations
- Renovation of Historic Buildings

Transtech has extensive experience in providing services on similar projects. Few examples are listed below:

- Since 2013, Annual Street Rehab Program, City of Temple City ($15M)
- Since 2019, Annual Street Rehab Program, City of West Covina ($10M)
- Since 2018, Annual Street Rehab Program, City of South El Monte ($3M)
- Since 2018, Annual Street Rehab Program, City of Cudahy ($5M)
- Since 2015, Annual Street Rehab Program, City of Commerce ($24M)
- Since 2019, Annual Street Rehab Program, City of Maywood ($2M)
- FY 20/21 Annual Street Rehab Project, City of Placentia ($4.5M)
- Riverside Dr Street Rehab Project, City of Chino ($7.5M)
- El Prado Rd Reconstruction Project, City of Chino ($3M)
- Roadway Improvements at Brewster, Agnes, Alberta, First, Franklin, City of Lynwood, ($7M)
- 30 HSIP and ATP Projects for various Cities (Fed. Funded) ($30M)
- 20 CDBG Projects for various Cities (Fed Funded)Projects ($20M)
- Cactus/Nason Street Impr. and 135' Span Bridge Project, City of Moreno Valley (SLPP Funded) ($20M)
- Rte 71/Mission Bl Grade Separation Project, City of Pomona/Caltrans Oversight (Fed. Funded) ($25M)
- Primrose Park, City of Temple City (State Prop 68 Funded) ($4M)
- Almansor Park Improvements Project, City of Alhambra (CDBG Funded) ($2.5M)
- Rosewood Community Center, City of Commerce ($25M)
- Civic Center Library, City of Alhambra ($30M)
- RCTC Corona-Main Metrolink Parking Structure (Fed. Funded) ($25M)
- San Bernardino Santa Fe Metrolink Parking Structure and Historic Santa Fe Depot Renovation ($25M)

Experience in Working with Public Agencies/Cities: We have extensive **experience working with Public Agencies/Cities in similar assignments**. We are accustomed to working with governmental agencies, and have a good understanding of public agency issues, procedures, and policies. **Several of our staff members are former City Engineers, Public Works Directors.**

Experience with METRO: We **work with METRO** on a number of projects. Currently, we are managing 710 Mobility Improvement Projects for the Cities of Alhambra and Rosemead, which has total funding of over $200m.

Experience in working with CALTRANS: Our team includes **experienced staff members who have worked for**

CALTRANS and are intimately familiar with the standards and procedures, project development and approval process, and requirements. One of our **Sr. Staff Member is former Deputy Director of Caltrans District 7**.

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Proven Track Record in Obtaining Outside Grants: Our team has **proven track record in obtaining outside grants for its client cities**. Our staff works with our client cities to find potential funding sources, and to prepare competitive applications for various programs. We have obtained extensive amount of funds for our client cities.

Large Pool of Staff with Diversified Experience: Transtech has a large pool of well experienced staff and resources readily available to provide requested services, and respond to requests in a timely, efficient, and cost-effective manner. Our staff and resources include **approximately 200 staff,** including building officials, plan checkers, inspectors, permit technicians, engineers, project managers, designers, plan checkers, inspectors, construction managers, traffic and transportation analysts, technicians, support personnel.

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Community Involvement: Transtech is **proud to support civic and community activities**, which demonstrates our commitment to the progress, health, and well-being of the communities we serve. In services and partnership with our client cities, we have a proven record of active engagement in City and Community events, programs, causes, and initiatives. Our goal is not just to serve as an engineering consultant which is what we are best at, but activity partnering with our clients, to further enhance the City's reputation as an ideal community to live, invest, work, and play in.

3. KEY PERSONNEL AND EXPERIENCE

a. Staff Qualifications

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Several of our engineers are licensed and certified:

- PE (Licensed Civil Engineer
- TE (Licensed Traffic Engineer)
- PLS (Licensed Land Surveyor)
- QSD/P (Construction General Permit Qualified SWPPP Developer/Practitioner)
- QISP (Industrial General Permit Qualified Industrial Stormwater Practitioner)
- CPSWQ (Certified Professional in Storm Water Quality
- CPESC (Certified Professional in Erosion and Sediment Control)
- PTP (Professional Transportation Planner)
- RSP (Registered Safety Professional)
- CASp (Certified Access Specialist)
- PMP (Certified Project Management Professional)
- LEED AP (Professional with specialty credential with knowledge in green building practices

Also, following are various ICC certifications held by various staff members:

Building Official Certifications:
- ✓ Certified Master Code Professional
- ✓ Building Code Official
- ✓ Building Official

Inspection Certifications:
- ✓ Combination Inspector
- ✓ Commercial Building Inspector
- ✓ Residential Building Inspector
- ✓ Accessibility Inspector
- ✓ California Commercial Plumbing Inspector
- ✓ California Residential Mechanical Inspector
- ✓ California Residential Mechanical

Plan Check Certifications:
- ✓ Residential Building Plans Examiner
- ✓ Commercial Building Plans Examiner
- ✓ California Building Plans Examiner
- ✓ Certified Sustainability Professional
- ✓ CalGreen Plans Examiner
- ✓ Accessibility Plans Examiner
- ✓ Commercial Energy Conservation Plans Examiner
- ✓ Residential Plans Examiner
- ✓ Mechanical Plans Examiner
- ✓ Plumbing Plans Examiner
- ✓ Electrical Plans Examiner
- ✓ Commercial Energy Conservation Inspector
- ✓ Electrical Inspector
- ✓ Commercial Electrical Inspector
- ✓ Residential Electrical Inspector
- ✓ Residential Energy Conservation Inspector
- ✓ Residential Building Inspector
- ✓ Residential Mechanical Inspector
- ✓ Mechanical Inspector
- ✓ Commercial Mechanical Inspector
- ✓ Plumbing Inspector
- ✓ CalGreen Inspector
- ✓ Building Inspector CBC
- ✓ Building Inspector UBC
- ✓ Plumbing Inspector UPC
- ✓ California Building Inspector Inspector

Additional Inspection Certifications:
- ✓ IAPMO Plumbing, Mechanical Inspector
- ✓ Fire Code Inspector
- ✓ Fire Inspector II
- ✓ California UST Inspector

Permit Technician Certification:
- ✓ Permit Technician

CACEO Certified Code Enforcement Officer

State of California Safety Assessment Program:
CalOES SAP Evaluator

b. Principal Project Manager

Transtech's Principal Project Manager is:

- **OKAN DEMIRCI, PE, QSD, QSP, MBA, Sr. Engineer, Principal Project Manager**



OKAN DEMIRCI, PE, QSD, QSP, MBA, Sr. Engineer (Principal Project Manager)
Education
- BS in Engineering, MBA Business Admin

Registrations/Certifications
- Registered Civil Engineer
- Caltrans Resident Engineer Academy

Highlights
Mr. Demirci has approximately 15 years of experience. Mr. Demirci serves as Assistant Public Works Director, City Engineer, CIP Program Manager, Resident Engineer at Transtech's Contract Cities and provides technical and management support. He completed Caltrans Resident Engineer Academy, and is very familiar with the management and administration of federally and state funded projects in compliance with Caltrans Local Assistance Procedures Manual (LAPM). Mr. Demirci works as CIP Program Manager at various Transtech's Contract Cities, and manages various capital improvement programs including state and federal funded programs such as CDBG, HSIP, ATP, Metro Call for Projects, SR2S, etc. Following are few examples of projects Where Mr. Demirci served in various capacities, including Project Manager, Construction Manager, Resident Engineer:

- **City of Norwalk:**
  - Firestone Blvd Traffic Signal Improvements Project, HSIP Cycle 7 (Federally Funded): Traffic signal improvements (poles, mast arms, controllers, conduits), accessibility improvements, signage and striping. Cost: $2.0m.
  - Alondra Blvd Traffic Signal Improvements Project, HSIP Cycle 7 (Federally Funded): Traffic signal improvements (poles, mast arms, controllers, conduits), accessibility improvements, signage and striping. Cost: $2.0m.
  - Studebaker Rd Traffic Signal Improvements Project, HSIP Cycle 7 (Federally Funded): Traffic signal improvements (poles, mast arms, controllers, conduits), accessibility improvements, signage and striping. Cost: $2.0m.
- **City of Maywood:**
  - Annual Pavement Rehabilitation. Cost: $2m.
  - Streetlight LED Conversion Project. Cost: $1m
  - Slauson Traffic Congestion Relief Project. Cost: $10m.
- **City of Commerce:**
  - City's Annual Pavement Management Program since 2015. Cost: $15m

  - Washington Boulevard Widening and Reconstruction Project (Federally Funded). Cost: $38m.
- **City of South El Monte:**
  - HSIP Cycle 6 & 7 Program: Cost $3m
  - Federal CDBG Program: Managed City's FY 17/18, 18/19, 19/20 CDBG projects. Cost $2m
- **City of Chino:**
  - Eastside Water Treatment Facility. Cost: $20m.
  - Riverside Dr Street Rehab. Cost. $7.5m
  - Citywide Alley Paving Improvements, Federally Funded (CDBG). Cost: $0.5m
  - El Prado Rd Reconstruction Project. Cost: $3.0m
- **City of Monterey Park:**
  - Parks & Rec Master Plan Development and Construction of Improvements at 13 parks. Cost $1.5m
  - Citywide Parking Lot Reconstruction and Various City Facility Restoration/Maintenance. Cost $2.5m
- **City of Temple City:**
  - City's Annual Pavement Management Program: Prepared and managed City's PMP since 2015. $15m
  - Pedestrian and Bike Safety Improvements Citywide (HSIP Federally Funded). Cost: $1.5m
  - Council Chambers Renovation and ADA Improvements Project. Cost $0.5m.
  - Rosemead Safety and Enhancement and ADA Improvements Project. Cost $20m.
- **City of Cudahy**:
  - Pedestrian Safety Improvements, (ATP Funded). Cost $1m
  - Lugo Park, Soccer Field Project (CDBG Federally Funded). Cost $1.6m

4. ORGANIZATION CHART

Following is our Project Organization Chart showing various staff members who may be involved in various projects as necessary based on a project's specific scope and requirements:



AHMAD ANSARI, PE
Sr. Engineer
(Contract Principal)

OKAN DEMIRCI, PE, QSD, QSP, MBA
Sr. Engineer
(Principal Project Manager)

Field CM and Inspection Support Staff	PM/CM/RE Support Staff	Project/Document Controls Support Staff

EARL FRASER, QSP, Construction Manager and Inspector (Field PM/CM/Inspection Support)
ROBERT MINES, Construction Manager and Inspector (Field PM/CM/Inspection Support)
JEFFREY HIRSH, Construction Manager and Inspector (Field PM/CM/Inspection Support)
CRAIG M. WHEELER, Construction Manager and Inspector (Field PM/CM/Inspection Support)
KEITH WYATT, Construction Manager and Inspector (Field PM/CM/Inspection Support)
RYAN BRESSLER, Construction Manager and Inspector (Field PM/CM/Inspection Support)
JAMES PAGANI, Construction Manager and Inspector (Field PM/CM/Inspection Support)
ROBERT RUIZ, Inspector (Inspection Support)
ROBERT GARCIA, Inspector (Inspection Support)
ANDY CARLTON, Inspector (Inspection Support)
ANDY CARLTON, Inspector (Inspection Support)
CLEMENTE ELIZALDE, Inspector (Inspection Support)
DUANE THAN TUT, Inspector (Inspection Support)
MARIO MAGLIOCCHETTI, Inspector (Inspection Support)
RUDOLPH RODRIGUEZ, EIT, Associate Engineer (Office Engineer/PM/CM/Project Controls Support)
JORGE PAZ, EIT, Associate Engineer (Office Engineer/PM/CM/Project Controls Support)
LEONARDO MARTINEZ, Associate Engineer (Office Engineer/PM/CM/Project Controls Support)
FURKAN CETINKALE, Associate Engineer (Office Engineer/PM/CM/Project Controls Support)
JEFFREY KAO, PE, CBO, CASp, Sr. Engineer (Constructability Review- ADA Review Support)
ROBERT QUINTERO, Sr. Project/Construction Manager (Utility Coordination/PM/CM Support)
ALI F. ZAGHARI, PE, PMP, Sr. Engineer (PM/Coordination Support in Caltrans Permit Involved Projects)

City's RFQ lists Geotechnical Engineering, Geology and Materials Testing as a separate Service Category. Transtech does not provide this specialty service in house, and therefore is not submitting SOQ for this service category.

However, if a project assigned to Transtech requires specialty sub-consultants and City requests that these specialty services to be included in Transtech's scope and under Transtech contract, we may use following sub-consultants with whom we have worked on many projects in the past.

- Materials Testing and Inspection Support
  - Sub Consultant 1: MTGL, Inc. (DBE/WBE Firm); www.mtglinc.com

  and/or
  - Sub Consultant 2: GEO-ADVANTEC, Inc.; www.geoadvantec.com
- Federal / Labor Compliance Support: AVANT GARDE, Inc. (DBE/WBE Firm); www.agi.com.co

5. SIMILAR PROJECTS / SERVICES

a. Project Understanding and Scope of Services

The City of Gardena is asking interested and qualified consultants to submit Statement of Qualifications to provide professional on-call services for City projects to support the Public Works Department for the following service categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027.

The City is requiring that a separate Statement of Qualifications is submitted for each service category

This Statement of Qualification is submitted for:

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- **Coordinate and lead project construction meetings.**
- **Lead all meetings during the construction from pre-construction to final closeout.**
- **Provide and maintain project files/documents per City template.**
- **Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.**
- **Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.**
- **Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).**
- **Provide utility company coordination.**
- **Provide labor compliance/enforcement as needed.**
- **Assure contractor to maintain a set of as-built plans.**
- **Schedule the final walk-through inspections and prepare a "punch-list".**
- **Collect and review the Certified Payrolls as needed.**
- **Assume contractor to obtain all necessary permits.**
- **Provide constructability review, quantity take-off and cost estimates as needed.**

b. Service Approach

a. Structured Approach

We have a structured approach to execute projects in an efficient manner that makes Transtech capable of providing the city with an efficient and quality product. Transtech has established guidelines and policies, including written manuals on quality control, project management, and design procedures for its staff and for its contract cities. These guidelines ensure a consistent approach to the execution of assignments undertaken by our organization in compliance with City's specific procedures, standards and requirements. The following paragraphs describe our general approach to deliver projects in an efficient and cost-effective manner. A project specific approach will be provided for each assigned project and will become part of the specific contract for the specific project.

- **Project Management:** Our approach is to provide proactive management and attempt to identify potential issues and problems in advance and take corrective actions before they become problems. This requires extensive hands-on knowledge, experience and management skills of the people involved in managing the project. Our team members have extensive experience and proven track record in managing large and complex projects and bringing them to a completion on time and within budget.
- **Approach to Cost Control and Change Orders:** We evaluate project costs and develop feasible mitigation measures to minimize additional costs. We work as a team to solve problems or make modifications in the field to address unforeseen conditions or owner generated changes in a cost-effective manner.
- **Approach to Scheduling and Timely Completion of Project and Schedule Recovery:** The baseline schedule should properly identify the project scope, critical path, project milestones, target dates, phases and sequences of work, and activity durations. When significant activities show that they are slipping from the baseline, we work with the contractor to develop recovery plans.
- **Management of Documents:** We use an electronic file management system. All construction forms, daily dairies, weekly statement of working days, etc. are stored in our electronic file system, and are per Caltrans documentation system. We provide these documents at the end of the project to the client in organized files as well as pdf files.
- **Safety and Security:** We hold meetings with the contractor to review and discuss safety and security requirements, OSHA conformance, emergency security and safety procedures, and enforce security and safety responsibilities.
- **Funding Closeout:** We prepare necessary closeout documentation required by the funding agencies, submit final reimbursement documentation, follow-up on the reimbursements, and final funds balance report.
- **Project Closeout:** We recognize that closeout is an important part of the construction process. It signifies that the new facility structure is ready to use. We methodically handle all closeout tasks to ensure a smooth transition from construction to occupancy.
- **Methodology for Communication to Inform City on Work Progress:** Key project team members will attend periodic project progress meetings with City staff throughout the project duration.
- **Electronic common project information and file sharing platform:** We create and provide access to project participates a common project information and file sharing platform.

b. Project Delivery, Planning and Execution

Project delivery, on time and on budget, may involve the process steps listed below:

- Active involvement early in the project and a thorough understanding of the agency's goals and objectives.
- Management of scope and quality (i.e., is the available budget and the desired scope consistent and feasible?).
- Identify deliverables, phasing, and overall project schedule. (This specifically includes project closeout procedures. Never wait until the last minute to define expectations for project completion.)
- Creation of a basic work breakdown structure. (This is also the time to consider potential alternatives.)
- Identification of the critical activities and the required path from beginning to successful completion.
- Assembly of necessary and effective team members.
- Identify the owner of the project and the project point of contact.
- Identification of critical stakeholders and definition of their respective roles.
- Establish the total project budget and the total project schedule.
- Identification of milestone events required to evaluate and/or verify project performance.
- Identify, assesses likelihood, mitigate, and assign potential risks.
- Define quality control procedures, including code required special inspection and testing.
- Define quality assurance procedures, including review and acceptance of special inspection reports and testing results.
- Monitor costs against the established budget and guard against unfunded scope creep.
- Monitor actual progress against the established project schedule.

To be cost effective, the management of projects should be tailored to the actual project. Steps and processes that are required for some projects are not necessarily required to all projects. For the same reason, staffing should be tailored to meet the needs of the specific project, and available staffing should be shared among multiple projects where increased efficiency can be achieved.

c. CIP Management

Transtech manages Capital Project Program and maintains CIP Matrix and Schedule for various contract Cities. The CIP Matrix includes a detailed tracking info for each CIP, as well as a high-level project schedule status in bar chart format for various project phases. The CIP Matrix is updated frequently, and project status is presented to City Management at management meetings, as well as to City Council when directed by the City Management.

d. Project Controls

Our staff has experience with various document control software systems including Procore, Autodesk ConstructWare (which has now become Construction Cloud), and Primavera P6. In our experience all major control software programs work basically the same way and adapting from one software offering to another has a fairly small learning curve. Because the specific software is generally a choice made by the prime contractor, our staff is ready to partner with any user of any program. That said, not all projects require the 'fire power' associated with an expensive, sophisticated control system. Sometimes an intelligently designed filing system that stores basic Word, Excel, PDF, and email documents in the cloud is all a project really needs.

e. Issues Tracking

An issue tracking system provides an easy way to document issues, assign responsible party, and view the status of how the issue resolution is progressing. Complete documentation of issues is critical to mitigate risks on current projects and prevent similar issues on future projects. When issue tracking is integrated with the project management system, all documentation, and communications related to the project become centralized to provide complete transparency into project status.

f. Due Diligence Activities And Measures

Following are description of the due diligence activities and measures that maybe considered to avoid/minimize the occurrence/impacts of unforeseen conditions:

- In our view, due diligence is related to, but distinctly different from quality control and/or quality assurance. Due diligence, in this context, is the care and effort during all project phases, from project planning, design thru construction.
- Effective project controls part of the diligence activities, and lead to developing efficient measures and resolutions, and play an important role to keep complex projects on track. They help teams and stakeholders identify emerging risks early, before they become expensive, time-consuming problems. With advance warning, these issues can be mitigated or avoided altogether. Project controls also give the project team the data they need to set realistic expectations, and plan and manage the project with efficiently.
- Also, when an unforeseen condition occurs, it is important to quickly assess the potential impact of such condition on the schedule and project's critical path, and deal with the issue accordingly. For example, an unforeseen condition that may lead to potential delay and delay claims (in addition to direct construction work cost related to the condition), would have high priority, and may require to proceed with the work under specific monitoring of this specific work separately, while the facts and responsibilities are sorted out, and an appropriate change order is finalized.
- Identifying potential construction risks prior to the start of construction can lead to success. During preconstruction, review of construction and contract documents in an effort to identify risks or concerns prior to the start of construction, will minimize the potential of unforeseen conditions.

g. Quality Assurance Program

We believe that quality control is the setting of minimum standards and/or quality requirements for the specific project. Quality assurance is the means by which the quality control measures will be monitored and/or enforced. We also believe that quality control and quality assurance measures need to be developed jointly with the client. To effectively establish quality control measures, we must understand the Agency's specific expectations and/or level of desired quality for the specific project. Once the expectations have been defined, and the quality control measures established, the quality assurance measures can be established. A significant part of establishing the quality assurance measures includes the timing of the measure. QC/QA can only be effective when the measures are applied and/or evaluated in a timely manner. During construction, an effective Quality Assurance Program will ensure the materials

and workmanship incorporated into project conform to the requirements of the contract plans and specifications including approved changes.

h. Value Engineering

Depending on a project's size, complexity and the owner's requirements, Value Engineering may also be considered. The Value Engineering may consist of a systematic process of review and analysis of the project during the concept and design phases, by a multi-disciplined team of persons not involved in the project, may include recommendations such as:

- To improve the value and quality of the project; To provide the needed functions safely, reliably, and at the lowest overall cost; To reduce the time to complete the project; To combine or eliminate otherwise inefficient use of costly parts of the original proposed design for the project.

i. Managing, Negotiating, And Incorporating Changes in Project Scope

Our approach and strategy are structured based on minimizing cost and schedule impacts, while evaluating change orders in a timely, fair and equitable manner.

A number of different factors can influence the development of Change Orders on projects, which can result from either foreseen or unforeseen conditions and may include:

- Design Modifications; Errors and Omissions; Changed Conditions; Additional/Reduced Work Scope; Owner-Directed Schedule Acceleration or Slowdown; Work Sequencing; Adjustments to Unit Pricing; Force Majeure Delays; Added Cost Incentives; Delayed, Denied, or Restricted Access to a Project Site; Inappropriate Rejection of the Contractor's Work; Delays to Owner-Supplied Services and Materials

Our initial evaluation of a change order request incudes various elements:

- Is it already covered in the contract? Is it necessary to complete the work? Impact on the planned work? Will it affect or change the contractor's planned method of performing the work? Will it cause a work-character change? Impact on the contract time? Methods of payment? Are there sufficient contingency funds? If not, can additional funds be obtained soon enough to prevent delays? Impacts on any regulatory conditions, permits, utilities, etc.

Change Order Documentation:

- We prepare the change order in a clear, concise, and explicit manner. A change orders should be easily understood by third parties reviewing it what work was performed without further explanation.

Project Partnering: Based on project's size and complexity, Project Partnering may also be considered:

- Partnering is a relationship between the owner and the contractor, formed in order to effectively complete the contract to the benefit of both parties. Through trust, cooperation and teamwork, the goal is to resolve conflicts at the lowest possible level.

j. Coordination With City

Key project team members will attend periodic project progress meetings with City staff throughout the project duration. We will maintain and establish and maintain a close working relationship with City staff. We will manage assigned projects, carefully control costs and resources, and complete assigned work on schedule. We will provide progress reports to the city at regular intervals.

k. Methods/Procedures for Developing /Publishing Project Status Reports/Records

Project status reporting is another area where the solution should be tailored to the size and scope of the project being managed and the actual reporting product anticipated by the city. In addition to the size and scope of the project, the actual point in time of the project matters. For example, project status reporting for a design building project that is currently preparing bridging documents will be significantly different from the report that would be prepared once construction has commenced.

l. Contract Administration (Caltrans LAPM) For Federally Funded Projects (Primarily Transportation/Infrastructure Projects)

For construction contract administration, we follow guidelines similar to described in Caltrans Local Assistance Procedures Manual (LAPM). LAPM has been prepared to aid California local agencies scope, organize, design, construct and maintain their public transportation facilities when they seek Federal Highway Administration (FHWA) funded federal-aid or state funding. This manual describes the processes, procedures, documents, authorizations, approvals and certifications, which are required in order to receive federal-aid and/or state funds for many types of local transportation projects. Chapter 16 of LAPM covers the topics beginning with project supervision, contract time, subcontractors, Engineer's daily reports, projects files, construction records and procedures, safety provisions, labor

compliance, equal opportunity employment, disadvantaged business enterprise, contract change orders, material sampling and testing, and traffic safety in the highway and street zones. Maintaining complete and accurate files is a very important aspect of managing federally and state funded projects. Generally, whenever the local agency is unable to produce requested data or information, it is assumed by reviewing personnel that the required actions were either never performed or not properly recorded. Organized project files can minimize these negative assumptions. Organization and content of the project file is one indicator of effective and efficient management of the project.

For reference, following is a summary of LAPM "Chapter 16-Administer Construction Contracts":

- **Bidding:** Bidding phase is covered in Chapter 15 of LAPM.
- **Contract Award:** The contract award is a critical milestone for all federal-aid projects. At this point, the administering agency must have a complete financial package assuring adequate funding for the project.
- **Post-Award Reviews:** The administering agency should conduct post-award bid evaluations to assure against bid rigging. An adequate number of projects awarded over a sufficient time period should be evaluated. A period of approximately 5 years should be selected for an initial evaluation to determine if any abnormal competitive bid patterns exist.
- **Award Package:** Prior to submitting the first invoice for the construction phase, and within sixty (60) days of contract award.
- **Resident Engineer:** The Resident Engineer (RE) responsibilities include to identify changes in work activities, approve of alternate methods of construction, issue field orders, draft change orders, and file project records.
- **Pre-Construction Meeting:** Coordinate and hold a pre-construction meeting between the City, including all relevant City department representatives, the design engineer, and the chosen contractor. Attendees may also include representatives from Metro, Caltrans, RR, utility companies, Police and Fire Departments, PW Maintenance, Various other City Departments as necessary, Regulatory Agency Representatives, and any other Stake Holders as necessary. This includes identifying a meeting location, preparing an agenda, attendance and participation in the pre-construction conference. Prepare meeting minutes for distribution to attendees.
- **Contract Administration:** Assign Resident Engineer (RE) administers the construction contract.
- **Project Files:** The project files should contain all data pertinent to the work and to the requirements of the specifications. In general, project files will support: Adequacy of file control; Conformance to contract specifications; and Contract payments to the contractor.
- **Organization of Files:** Project files should be organized in a format similar order to include the information listed below:
  1. Award Package
  2. Project Personnel
  3. Correspondence
  4. Weekly Statement of Working Days
  5. Quality Assurance
  6. Engineer's Daily Reports
  7. Photographs
  8. Contract Item Pay Quantity Documents
  9. Monthly Progress Payment Item Quantity Calculation Sheet, or similar
  10. Change Orders (CO)
  11. Progress Pay Estimates and Status of Funds
  12. Labor Compliance and Equal Employment Opportunity (EEO) records
  13. Disadvantaged Business Enterprise (DBE) Records
- **Construction Observation and Inspection:** Assign an inspector to the project for inspection for the duration of construction. The Inspector shall be primarily responsible for the day-to-day observation of construction activities, including coordination of all construction methods, compliance with National Pollutant Discharge Elimination System (NPDES) / Storm Water Pollution Prevention Plan Best Management Practices, proper implementation of traffic control according to the latest California Manual on Uniform Traffic Control Devices and project plans, and verification that the overall work is completed in conformance with contract documents and applicable standards.
- **Daily Reports:** On federally funded projects, the LPA must write daily reports to document the work in progress. These daily reports may be written by the construction inspector, the Assistant RE and/or the RE, as project and staffing needs dictate.
- **Contract Time Monitoring:** Review working days, contract time requirements, and document time extensions according to the requirements set forth in the bid specifications. Any contract time extension approvals should only be made if the justification demonstrates a delay to the controlling item(s) of work in the contractor's schedule.
- **Payment Source Documents:** Prepare source documents to support payments made to the contractor.
- **Labor Compliance:** Conduct random spot interviews with the Contractor's employees and subcontractor's employees on the project. On average, one report per week for each operation being performed is anticipated. The interview shall contain information similar to Caltrans Form CEM-2504.

- **Quality Assurance:** Oversee that materials incorporated into the project are in conformance with the contract specifications and the City's Quality Assurance Program (QAP). On certain projects an Independent Assurance (IA) may be required under federal guidelines. The IA program consists of activities that are unbiased and are an independent evaluation of all the sampling and testing procedures used in the acceptance program.
- **Progress Meetings:** Once the Contractor is on site, arrange and conduct bi-weekly progress meetings with the City, Contractor, and other relevant project contributors.
- **Public Outreach:** During construction, provide public outreach support for the City to nearby residents and businesses to provide project information, schedule, and street closure information to affected residents and businesses and other members of the public.
- **Project Punch List:** Conduct a final compliance inspection with the contractor and prepare a final list of items to be completed or corrected.
- **Record Drawings:** Coordinate preparation of record drawings for the Project to ensure that markups provided by the Contractor and Consultant Inspector are integrated by the design engineer into project as-built plans and cross-checked with construction submittals, RFIs, and change orders.
- **Acceptance Testing (AT) and City's QAP:** For the Acceptance Testing (AT), per approved City's QAP, use materials laboratory certified to perform the required. The tests results are used to ensure that materials incorporated into the project are in compliance with the contract specifications.
- **Final Report of Expenditures:** As described in Chapter 17 of LAPM, the local agency is responsible for preparing and submitting to the DLAE the final report documents which collectively constitute the Final Report of Expenditures.

n. Additional Information Regarding DB (Design-Build) Delivery

Transtech has extensive experience in managing DB Projects in compliance with CA Public Contract Code, CHAPTER 4. Local Agency Design-Build Projects. (CAPCC, CHAPTER 4. Local Agency Design-Build Projects [22160 - 22169])

c. Relevant Experience

Our service capabilities include:

- Building & Safety Services, Building Inspection, Plan Check, Evaluations, City Building Official, Code Enforcement
- Civil Engineering,
- Staff Augmentation
- CIP Program Management
- Construction Management and Inspection
- Federally Funded Project Management and Grant Writing
- City Engineer, City Traffic Engineer, Development Public Works Engineering, Plan Check, Inspection
- Labor Compliance
- Planning Support
- Traffic and Transportation Planning and Engineering
- Water Resources Engineering
- Surveying, Mapping, ALTA, ROW Eng

Transtech has experience in various types of projects, such as:

- Parks and Playgrounds
- Parking Structures
- Community Centers
- Libraries
- City Halls
- Fire Stations
- Renovation of Historic Buildings
- Residential, Office, Commercial, Industrial Buildings
- Street Rehabilitation and Reconstruction
- Traffic Signal and Street Lighting
- ADA Improvements
- Water, Drainage, Sewer Improvements
- Bridges

Few examples of various types of projects are listed below:

- Since 2013, Annual Street Rehab Program, City of Temple City ($15M)
- Since 2019, Annual Street Rehab Program, City of West Covina ($10M)
- Since 2018, Annual Street Rehab Program, City of South El Monte ($3M)
- Since 2018, Annual Street Rehab Program, City of Cudahy ($5M)
- Since 2015, Annual Street Rehab Program, City of Commerce ($24M)
- Since 2019, Annual Street Rehab Program, City of Maywood ($2M)
- FY 20/21 Annual Street Rehab Project, City of Placentia ($4.5M)

- Riverside Dr Street Rehab Project, City of Chino ($7.5M)
- El Prado Rd Reconstruction Project, City of Chino ($3M)
- Roadway Improvements at Brewster, Agnes, Alberta, First, Franklin, City of Lynwood, ($7M)
- 30 HSIP and ATP Projects for various Cities (Fed. Funded) ($30M)
- 20 CDBG Projects for various Cities (Fed Funded)Projects ($20M)
- Cactus/Nason Street Impr. and 135' Span Bridge Project, City of Moreno Valley (SLPP Funded) ($20M)
- Rte 71/Mission Bl Grade Separation Project, City of Pomona/Caltrans Oversight (Fed. Funded) ($25M)
- Primrose Park, City of Temple City (State Prop 68 Funded) ($4M)
- Almansor Park Improvements Project, City of Alhambra (CDBG Funded) ($2.5M)
- Rosewood Community Center, City of Commerce ($25M)
- Civic Center Library, City of Alhambra ($30M)
- RCTC Corona-Main Metrolink Parking Structure (Fed. Funded) ($25M)
- San Bernardino Santa Fe Metrolink Parking Structure and Historic Santa Fe Depot Renovation ($25M)

Examples of Street Improvements/Infrastructure (Type A-Engineering) Projects:



Washington Boulevard Widening and Reconstruction Project ($40M): Transtech provided CM/CI/Resident Engineer, Inspector, Office Engineer Services. The project included widening and reconstruction of 2.7 miles of Roadway, Traffic Signals, Street Lighting, Landscape, Improvements at I-5 and at 710 Freeways ramps. The project was federally funded and was managed in compliance with Caltrans Local Assistance Procedures Manual. The project was also a Caltrans Oversight Project.



Rosemead Boulevard Improvements Project ($20M): Located in the City of Temple City, this was a Federally Funded project. Funding also included METRO Measure R and Prop C Funds. Transtech provided Project, Program, Construction Management, Resident Engineer, Inspection, Federal Compliance, Labor Compliance and Office Engineer Services. The project included protected bike lanes, widening and reconstruction of 2 miles of roadway.



Atlantic Boulevard Corridor Improvement Project ($20M): This was a Federally Funded project in the City of Commerce. Transtech provided turnkey services included construction management, resident engineer, inspection, office engineer, and funds coordinator. The project was a major street reconstruction and beautification project along Atlantic Boulevard which improved mobility for pedestrians, trucks, and vehicles as well as provided corridor beautification with landscaped medians and other elements.



Rte 71/Mission Bl Grade Separation Project ($40M): This project was a Federally Funded project located the City of Pomona and included construction of a bridge/grade separation. Transtech provided construction management, resident engineer, inspection, labor compliance and office engineer services. Caltrans was the oversight/jurisdictional Agency.



Bogert Trail Bridge Widening Project ($5M): Located in the City of Palm Springs, this project was a Federally Funded project. Transtech provided construction management, resident engineer, inspection, labor compliance and office engineer services. The project involved bridge widening, retrofit, and beautification elements.



26th Street Rehab and Metrolink Station ($1M): This project was Federally Funded in the City of Commerce and included rehabilitation of 26th Street, and Metrolink Station parking lot rehab, station platform improvements, landscape and lighting. Transtech provided construction management, resident engineer, inspection, labor compliance and office engineer services.



ATP Citywide Crosswalk and Pedestrian Safety Improvement Project ($1.2M): Located in the City of Cudahy, this project included safe routes to school pedestrian safety improvements near schools and pedestrian activity centers. Transtech provided construction management, resident engineer, inspection, labor compliance and office engineer services.



Middleton Street Elementary School Safe Routes to School Improvements Project ($500K): Located in the City of Huntington Park, this project was part of the Safe Route to School program and included pedestrian safety improvements, bulb outs, ADA compliant PCC curb ramps, sidewalk improvements, updated signage, striping and markings. Transtech provided construction management, resident engineer, inspection, labor compliance and office engineer services.

Examples of Vertical (Type B-Building) Projects:



City of Ontario, Fire Station #9 and Offsite Improvements ($15M): Transtech provided project and construction management, and owner representative services. The project included construction of Fire Station and Off-site Improvements (new roads, utilities, TS, etc.).



City of Whittier, Uptown Parking Structure ($12M): The project involved construction of a 4 story, 450 stall parking structure, and includes elements such as bicycle and motorcycle parking and provisions for future photovoltaic panels. The project was delivered as DBB. Transtech served as Construction Manager. This project is located in Whittier.



Renaissance Plaza ($15M): This project is located in the City of Alhambra and included a parking structure, 10 plex movie theater, retail, and plaza. Transtech served as the City's Building Official, Plan Checker and Inspector for this project including construction manager of the parking structure, public plaza, and other improvements.



Rosewood Community Center ($25M): Transtech was retained by the City of Commerce to take over the management of this multimillion-dollar facility which was 2 years behind schedule. Within 5 months, Transtech brought the construction to substantial completion level allowing the city to start the move-in process, and 2 months after, the facility was opened for public use.



City of Ontario, C-Block Parking Structure ($13M) (DB Delivery): Transtech provided project and construction management, and owner representative services. The project included construction 5 level, approximately 400 space parking structure



Riverside County Transportation Commission, Corona Main Street Metrolink Parking Structure and Pedestrian Bridge (25M): This project is in Corona and included 6 level, approximately 1,000 space parking structure, and a pedestrian bridge over railroad tracks. Transtech provided inspection and construction management services for the construction of this federally funded project.



City of Alhambra Civic Center Library Project ($30M): Transtech provided plan check, inspection, construction management, and owner representative services, the project included construction of a 45,000 SF Library with an underground parking garage.





City of San Bernardino Santa Fe Depot/Metrolink Parking Structure and Historic Santa Fe Depot Renovation Project ($25M): This project included The Parking Structure involved the construction of a 3-level parking structure for 350 cars. Historic Santa Fe Depot Renovation involved renovation for adoptive reuse of 60,000 sf historical Santa Fe Train Depot.

Examples of Park Projects:



Ontario Great Park DB (Design-Bid-Build Project). ($45M): Project is being delivered under DBB delivery. Transtech is City's PM/CM



City of Temple City, Primrose Park ($4M, Prop 68 Funding): Project included constructing a new park with playground, landscaping, parking lot, concrete plaza, lighting, drainage, ADA.



City of Monterey Park, Citywide Parks Improvement Project ($6.5M): Project included playground, picnic shelters, benches, ADA at 13 parks.



City of Commerce/Caltrans, I-5 Freeway/Washington Bl SB on and off Ramps Landscape Improvements ($3M, Federally Funded): Project included, Landscape, Improvements at I-5 and at 710 Freeways ramps.



City of Alhambra, Almansor Park Improvements Project ($2.5M): Project included basketball courts, restroom facilities, shade structure, drainage systems, lightings, landscaping, walkways.



City of Cudahy, Soccer Field and Park Improvements Project ($2M, CDBG Funded): Project included new soccer field with artificial turf, landscaping, parking lot, concrete plaza, lighting, drainage, ADA.



City of Huntington Park, Salt Lake Park Splash Pad Project ($1M): Project included installation of splash park.



City of Fontana, South Fontana Park ($15M): Project included an 18-acre park with 4 artificial turf soccer/football fields, sports lighting, playground/tot lot, walking path,



City of Temple City, Pocket Park/Parking Lot Impr Project ($1M): Project included new park/parking lot, trellis, landscaping, drainage, lighting.

6. REFERENCES

CITY OF SOUTH EL MONTE	(Year started and completed: 2018 – Ongoing Service)
Contact:	Rene Salas, City Manager, T: Phone: 626-579-6540, E: rsalas@soelmonte.org
Services Provided:	City Engineering Services; Traffic Engineering; **CIP Management; Construction Management/Inspection; Federally Funded Project Management**; Engineering Design; Public Works Permit Inspections; Map Check; Building & Safety Services (Building Official, Plan Check, Inspection
CITY OF COMMERCE	(Year started and completed: 2015 – Ongoing Service)
Contact:	Vilko Domic, Assistant City Manager; T: 323-722-4805; E: vilkod@ci.commerce.ca.us
Services Provided:	City Engineering Services; Traffic Engineering; **CIP Management; Construction Management/Inspection; Federally Funded Project Management**; Engineering Design; Public Works Permit Inspections; Map Check; Building & Safety Services (Building Official, Plan Check, Inspection
CITY OF TEMPLE CITY	(Year started and completed: 2013 – Ongoing Service)
Contact:	Bryan Cook, City Manager; T: 626-285-2171; E: bcook@templecity.us
Services Provided:	City Engineering Services; Traffic Engineering; **CIP Management; Construction Management/Inspection; Federally Funded Project Management**; Engineering Design; Public Works Permit Inspections; Map Check; Building & Safety Services (Building Official, Plan Check, Inspection
CITY OF MONTEREY PARK	(Year started and completed: 2013 – Ongoing Service)
Contact:	Shawn Igoe, Director of Public Works; T: 626-307-1320; E: sigoe@MontereyPark.ca.gov
Services Provided:	City Engineering Services; Traffic Engineering; **CIP Management; Construction Management/Inspection; Federally Funded Project Management**; Engineering Design; Public Works Permit Inspections; Map Check; Building & Safety Services (Building Official, Plan Check, Inspection
CITY OF WEST COVINA	(Year started and completed: 2019 – Ongoing Service)
Contact:	Paulina Morales, City Manager; T: 626-939-8401; E: pmorales@westcovina.org
Services Provided:	City Engineering Services; Traffic Engineering; **CIP Management; Construction Management/Inspection; Federally Funded Project Management**; Engineering Design; Public Works Permit Inspections; Map Check; Building & Safety Services (Building Official, Plan Check, Inspection
CITY OF ALHAMBRA	(Year started and completed: 1993 – Ongoing Service)
Contact:	Lucy Garcia, Assistant City Manager T: 626-570-3257; E: lgarcia@cityofalhambra.org
Services Provided:	City Engineering Services; Traffic Engineering; **CIP Management; Construction Management/Inspection; Federally Funded Project Management**; Engineering Design; Public Works Permit Inspections; Map Check; Building & Safety Services (Building Official, Plan Check, Inspection

Following are project specific references for various types of projects:

Reference Project 1:

Local Agency Low Impact Development (LID)/Stormwater Capture/Greenway Project
City of South El Monte, Merced Avenue Greenway Improvements Phase I ($12M)



- Installation of Low Impact Development (LID) and (BMPs) within the street right-of-way that slow, capture, treat, and infiltrate storm water runoff.
- Roadway resurfacing, reconstruction of concrete curb ramps, sidewalks, curb, and gutter

Project Start and Completion Date:
January 2024 To December 2024 (Anticipated completion)

Transtech's Role in the project:
CM, CI, Office Engineer, Materials Testing/Inspection-thru sub Services

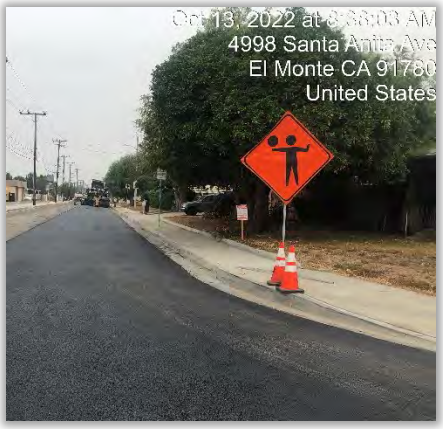
Transtech Project Staff:
Okan Demirci, PE, PM/RE; Earl Fraser, QSP, Construction Manager, Robert Garcia, Sr. Inspector; Rudolph Rodriguez, EIT, Office Engineer

Reference Contact:
City of South El Monte
Rene Salas, City Manager; T: 626-579-6540; E: rsalas@soelmonte.org

Reason why this reference project demonstrates our ability:
This project is representative of our experience in a stormwater capture, LID/BMP improvements. The work included close coordination with utility companies due to extensive undergrounding work as well as public relations with residents due to close proximity to residentials.

Reference Project 2:

Local Agency Street Rehab Project
City of Temple City, FY 23/24 Street Rehab Program ($4M)



City of Temple City FY 23/24 Street Rehab Program ($4M)

- Improvements included rehabilitation of various streets.
- 1.5 M sf of street pavement rehabilitated.
- C&G, sidewalk, ADA improvements at various locations.

Project Start and Completion Date:
October 2022 To April 2023

Transtech's Role in the project:
Transtech provided CM, CI, Office Engineer, Materials Testing/Inspection-thru sub Services

Transtech Project Staff:
Ali Cayir Principal PM/CM; Okan Demirci, PE, CM/RE/Project Controls; Earl Fraser, Sr. Inspector; Furkan Cetinkale, Office Engineer

Reference Contact:
City of Temple City
Bryan Cook, City Manager; T: 626-285-2171; E: bcook@templecity.us

Reason why this reference project demonstrates our ability:
This project is representative of our experience in a city-wide street rehabilitation project on multiple residential streets, which required close coordination and public relations with residents, as they were impacted daily. Notices were distributed for each street in advance of construction, public information and project updates were constantly posted on City's web site.

Reference Project 3:

HSIP Federal Funded Project

City of South El Monte, Traffic Signal improvements at Various Intersections Highway Safety Improvements ($1.5M)





- Improvements included Traffic Signal, Street Light, Accessibility Improvements (sidewalk, curb ramps, curb & gutter).

Project Start and Completion Date:

April 2022 To November 2022

Transtech's Role in the project:

Transtech provided CM, CI, Resident Engineer, Office Engineer, Materials Testing/inspection-thru sub, Federal Fund Management Services

Transtech Project Staff:

Okan Demirci, PE, PM/RE; Earl Fraser, QSP, Construction Manager, Jeffrey Hirsh, Sr. Inspector; Rudolph Rodriguez, EIT, Office Engineer

Reference Contact:

City of South El Monte
Rene Salas, City Manager; T: 626-579-6540, Ext. 3040;
E: rsalas@soelmonte.org

Reason why this reference project demonstrates our ability:

This project is representative of our experience in federally funded projects, more specifically HSIP Projects. Project was managed in compliance with Caltrans LAPM. The project was audited by Caltrans Local Assistance and received excellent passing recommendation.

Reference Project 4:

Regional Project, Multi-Agency (Local City, Caltrans, METRO, Los Angeles County, CTC)

City of Commerce, Washington Boulevard Widening and Reconstruction Project ($40M)



- Improvements included widening and reconstruction of 2.7 miles of Roadway, Traffic Signals, Street Lighting, Landscape, as well as Improvements at I-5 and at 710 Freeways ramps.
- Project was a Caltrans Oversight Project (project included Freeway Ramps at I-5 and 710 Freeways).

***AWARD**: This project was recognized as one of the projects of the year as part of the APWA BEST Award, in the category of Transportation Projects.*

Project Start and Completion Date:

September 2015 – September 2018

Transtech's Role in the project:

Transtech provided CM, CI, Resident Engineer, Office Engineer, Materials Testing/inspection-thru sub, Federal Fund Management Services.

Transtech Project Staff:

Ali Cayir Principal PM/CM; Okan Demirci, PE, CM/RE/Project Controls; Jeffrey Hirsh, Sr. Inspector

Reference Contact:

City of Commerce
Vilko Domic, Assistant City Manager; T: 323-722-4805; E: vilkod@ci.commerce.ca.us

Reason why this reference project demonstrates our ability:

This project is representative of our experience in large scale regional projects where not only Local City, but also Caltrans and METRO was involved. Also, the project had multiple funding sources, including Local, Federal, State TCIF, METRO Measure R and C. Project was managed in compliance with Caltrans LAPM.

Reference Project 5:

DB (Design-Build) Delivery Project
City of Ontario, C-Block Parking Structure ($13M)



- The project included construction 5 level, approximately 400 space parking structure

Project Start and Completion Date:
March 2021 To December 2022

Transtech's Role in the project:
Transtech provided Owner Rep, CM, CI, Office Engineer Services.

Transtech Project Staff:
Ali Cayir, PE, Principal PM, Craig Melicher, PE, CM; Okan Demirci, PE, Project Controls; Jeffrey Hirsh, Sr. Inspector; Brian Cervantes, Office Engineer.

Reference Contact:
City of Ontario
Dan Beers, Principal Project Manager, PW Dep; T: 909-395-2806; E: dbeers@ontario.gov

Reason why this reference project demonstrates our ability:
This project is representative of our experience in DB (Design-Build) Delivery method, and on vertical Construction.

Reference Project 6:

Park Project
City of Temple City, Primrose Park ($4M, Prop 68 Funding)



- The project included Project included constructing a new park with playground, landscaping, parking lot, concrete plaza, lighting, drainage, ADA.

Project Start and Completion Date:
August 2021 To April 2022

Transtech's Role in the project:
Transtech provided CM, CI, Office Engineer Services.

Transtech Project Staff:
Ali Cayir, PE, Principal PM; Okan Demirci, PE, Project Controls; Jeffrey Hirsh, Sr. Inspector; James Pagani, Office Engineer.

Reference Contact:
City of Temple City
Adam Matsumoto, Parks and Rec Director; T: 626-285-2171; E: amatsumoto@templecity.us

Reason why this reference project demonstrates our ability:
This project is representative of our experience in park projects, and in Proposition 68 Funding.

7. FEE SCHEDULE

- RFQ SECTION IV. FEE SCHEDULE indicates the following: **The fee schedule should remain fixed throughout the initial term of the Agreement** unless formally amended by the City Council. **Adjustment of the fee schedule can be negotiated if the City renews the Agreement.**
- RFQ SECTION V. SCOPE OF SERVICES/SCOPE OF WORK indicates the following: The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. **The initial three-year term is anticipated to commence in September 2024 and end in September 2027.**

Based on the above, following is our Fee Schedule that will remain fixed throughout the initial term of the Agreement, which is September 2024 to September 2027

TRANSTECH ENGINEERS, INC.
SCHEDULE OF HOURLY RATES
Effective: September 2024 - September 2027 (3 year Fixed Rates as required by RFQ)
Rates are average ranges, negotiable and can be adjusted to establish a fee for each assignment based on the specific project's scope, when such projects are identified by the City.

ENGINEERING			
Field Technician	$98	-	$109
Engineering Technician	$109	-	$121
Assistant CAD Drafter	$121	-	$138
Senior CAD Drafter	$138	-	$155
Associate Designer	$155	-	$173
Senior Designer	$173	-	$190
Design Project Manager	$219	-	$230
Assistant Engineer	$132	-	$144
Associate / Staff Engineer	$167	-	$184
Senior Civil Engineer	$230	-	$253
Traffic Analyst Technician	$115	-	$127
Associate Traffic Analyst	$173	-	$184
Senior Traffic Analyst	$184	-	$196
Professional Transportation Planner	$196	-	$213
Traffic Engineer Technician	$109	-	$121
Associate/Staff Traffic Engineer	$167	-	$184
Traffic Engineer	$196	-	$213
Senior Traffic Engineer	$213	-	$236
Project Manager	$213	-	$236
Senior Project Manager	$236	-	$253
Deputy City Engineer	$196	-	$219
City Engineer	$219	-	$236
Principal Engineer	$236	-	$259
BUILDING & SAFETY			
Permit Technician	$86	-	$98
Plan Check Technician/Analyst/Supervisor	$144	-	$161
Building Inspector	$132	-	$150
Senior Inspector	$144	-	$161
Plans Examiner/Checker	$161	-	$178
Plan Check Engineer	$173	-	$196
Deputy Building Official	$184	-	$196
Building Official	$190	-	$207

CONSTRUCTION MANAGEMENT			
Labor Compliance Analyst	$167	-	$178
Funds Coordinator	$173	-	$184
Office Engineer	$167	-	$178
Construction Inspector	$161	-	$173
Senior Construction Inspector	$173	-	$184
Construction Manager	$196	-	$213
Resident Engineer	$213	-	$230
PUBLIC WORKS INSPECTION			
Public Works Inspector	$161	-	$173
Senior Public Works Inspector	$173	-	$184
Supervising PW Inspector	$184	-	$196
SURVEY AND MAPPING			
Survey Analyst	$173	-	$178
Senior Survey Analyst	$178	-	$184
2-Man Survey Crew	$397	-	$414
Survey & Mapping Specialist	$213	-	$230
Licensed Land Surveyor	$242	-	$253
FUNDING & GRANT WRITING			
Funds Analyst	$167	-	$173
Senior Funds Analyst	$173	-	$184
Grant Writer	$190	-	$196
Funds & Grant Project Manager	$213	-	$224
PLANNING			
Community Development Technician	$92	-	$104
Planning Technician	$104	-	$115
Assistant Planner	$115	-	$138
Associate Planner	$138	-	$161
Senior Planner	$167	-	$190
Planning Manager	$196	-	$219
ADMINISTRATIVE STAFF			
Administrative/Clerical	$81	-	$92
Project Accountant	$92	-	$104

Transtech's Fee Adjustment Approach: After end of the effective date of fees, fees are increased each year July 1st by the percentage change Los Angeles-Long Beach-Anaheim California Consumer Price Index-All Urban Consumers ("CPI-U") for the preceding twelve-month period as calculated for February by the U.S. Department of Labor Bureau of Labor Statistics and published by the United States Bureau of Labor Statistic.

8. RESUMES



AHMAD ANSARI, PE, Contract Principal

Education

- BS in Engineering, MBA

Registrations/Certifications

- Registered Civil Engineer

Highlights

Mr. Ansari has over 30 years of past experience in City and County Public Works and has worked at several municipalities in Southern California, including:

- City of Moreno Valley- Public Works Director/City Engineer
- City of Rialto- Public Works Director/City Engineer
- City of Perris- Public Works Director
- City of Pomona- Deputy Public Works Director/Assistant City Engineer.

He has managed CIP Programs and Public Works Operations, and served as the responsible in charge of numerous multi-disciplinary teams, including:

- Capital Improvement Program project management and delivery
- Real Property/Right of Way acquisition and management
- Traffic and Transportation engineering
- Private Development/Entitlement process review and approval
- Maintenance and Operations including roads, storm drains, sewers, parks, facilities, traffic signals, signs/striping, fleet
- Special Districts, Landscape/Lighting Assessment
- Electric Utility



OKAN DEMIRCI, PE, QSD, QSP, MBA, Sr. Engineer (Principal Project Manager)

Education

- BS in Engineering, MBA Business Admin

Registrations/Certifications

- Registered Civil Engineer
- Caltrans Resident Engineer Academy

Highlights

Mr. Demirci has approximately 15 years of experience. Mr. Demirci serves as Assistant Public Works Director, City Engineer, CIP Program Manager, Resident Engineer at Transtech's Contract Cities and provides technical and management support. He completed Caltrans Resident Engineer Academy, and is very familiar with the management and administration of federally and state funded projects in compliance with Caltrans Local Assistance Procedures Manual (LAPM). Mr. Demirci works as CIP Program Manager at various Transtech's Contract Cities, and manages various capital improvement programs including state and federal funded programs such as CDBG, HSIP, ATP, Metro Call for Projects, SR2S, etc. Following are few examples of projects Where Mr. Demirci served in various capacities, including Project Manager, Construction Manager, Resident Engineer:

- **City of Norwalk:**
  - Firestone Blvd Traffic Signal Improvements Project, HSIP Cycle 7 (Federally Funded): Traffic signal improvements (poles, mast arms, controllers, conduits), accessibility improvements, signage and striping. Cost: $2.0m.
  - Alondra Blvd Traffic Signal Improvements Project, HSIP Cycle 7 (Federally Funded): Traffic signal improvements (poles, mast arms, controllers, conduits), accessibility improvements, signage and striping. Cost: $2.0m.
  - Studebaker Rd Traffic Signal Improvements Project, HSIP Cycle 7 (Federally Funded): Traffic signal improvements (poles, mast arms, controllers, conduits), accessibility improvements, signage and striping. Cost: $2.0m.

- **City of Maywood:**
  - Annual Pavement Rehabilitation. Cost: $2m.
  - Streetlight LED Conversion Project. Cost: $1m
  - Slauson Traffic Congestion Relief Project. Cost: $10m.
- **City of Commerce:**
  - City's Annual Pavement Management Program since 2015. Cost: $15m
  - Washington Boulevard Widening and Reconstruction Project (Federally Funded). Cost: $38m.
- **City of South El Monte:**
  - HSIP Cycle 6 & 7 Program: Cost $3m
  - Federal CDBG Program: Managed City's FY 17/18, 18/19, 19/20 CDBG projects. Cost $2m
- **City of Chino:**
  - Eastside Water Treatment Facility. Cost: $20m.
  - Riverside Dr Street Rehab. Cost. $7.5m
  - Citywide Alley Paving Improvements, Federally Funded (CDBG). Cost: $0.5m
  - El Prado Rd Reconstruction Project. Cost: $3.0m
- **City of Monterey Park:**
  - Parks & Rec Master Plan Development and Construction of Improvements at 13 parks. Cost $1.5m
  - Citywide Parking Lot Reconstruction and Various City Facility Restoration/Maintenance. Cost $2.5m
- **City of Temple City:**
  - City's Annual Pavement Management Program: Prepared and managed City's PMP since 2015. $15m
  - Pedestrian and Bike Safety Improvements Citywide (HSIP Federally Funded). Cost: $1.5m
  - Council Chambers Renovation and ADA Improvements Project. Cost $0.5m.
  - Rosemead Safety and Enhancement and ADA Improvements Project. Cost $20m.
- **City of Cudahy**:
  - Pedestrian Safety Improvements, (ATP Funded). Cost $1m
  - Lugo Park, Soccer Field Project (CDBG Federally Funded). Cost $1.6m



EARL FRASER, QSP, Construction Manager and Inspector (Field PM/CM/Inspection Support)

Education

- Various Professional Seminars

Registrations/Certifications

- Registered Construction Inspector by American Construction Inspectors Association
- QSP (Construction General Permit Qualified SWPPP Practitioner).

Highlights

Mr. Fraser has over 30 years of experience. He is a Registered Construction Inspector by American Construction Inspectors Association. He is also certified as QSP (Construction General Permit Qualified SWPPP Practitioner). His experience includes construction management and inspection of grading, pavement rehabilitation (asphalt and concrete), ADA/accessibility, wet and dry utilities (storm drain, sewer, water), traffic signal improvements. He also coordinates public works encroachment permit inspections as Sr. Inspector at Transtech's Contract Cities. As Sr. Inspector/Construction Manager, he performs a wide variety of tasks to ensure the project progresses on schedule, is in compliance with approved plans and specifications, and effective communication and information flow is maintained with project participants. He has inspected projects that are funded with State and Federal Funds, and is familiar with Caltrans LAPM for Contract Administration.

Examples of his project experience as Sr. Inspector/Construction Manager includes:

- **Firestone Blvd, Alondra Blvd, Studebaker Rd Traffic Signal Improvements Project, HSIP Cycle 7 (Federally Funded), City of Norwalk:** Traffic signal improvements (poles, mast arms, controllers, conduits), accessibility improvements, signage and striping. Cost: $6.0m.
- **Traffic Signal Improvements HSIP Cycle 6 (Federally Funded) at Various Locations, City of South El Monte:** Installation of traffic signal improvements, left turn phasing, concrete improvements, pedestrian safety. Cost: $2.0m (Federally funded)
- **La Ballona Safe Routes to School Improvements, City of Culver City:** Pedestrian safety improvements, traffic signal and HAWK installation, accessibility improvements (sidewalk, curb ramp, curb&gutter), pavement rehabilitation, signage and striping. Cost: $3.5m.
- **Valley-Linden Roadway Improvements, City of Rialto:** Pavement rehabilitation, concrete improvements (sidewalk, curb, curb ramp). Cost: $1.5m
- **FY 19/20 Pavement Rehab, City of Commerce:** Citywide pavement rehabilitation (AC full depth reclamation), concrete improvements (sidewalk, curb, curb ramp). Cost: $3.0m.
- **FY 19/20 Pavement Rehab Las Tunas Rd, City of Temple City:** AC rehabilitation, concrete improvements (sidewalk, curb, curb ramp). Cost: $2.5m.
- **FY 19/20 Pavement Rehab, City of Cudahy:** AC rehabilitation, concrete improvements (sidewalk, curb, curb ramp). Cost: $1.5m.
- **FY 17/18, 19/20, 20/21 Pavement Rehab, City of West Covina:** Citywide pavement rehabilitation, concrete improvements (sidewalk, curb, curb ramp). Cost: $5.0m.
- **FY 19/20 Pavement Rehab, City of Maywood:** Citywide pavement rehabilitation, concrete improvements (sidewalk, curb, curb ramp). Cost: $1.5m.
- **CDBG Various Restroom Improvements, City of Cudahy:** Facility improvements, accessibility improvements at various facilities. Cost: $0.5m (Federally funded).
- **CDBG Sr. Center Facility Improvements, City of West Covina:** Facility improvements, utilities, accessibility improvements at Sr. Center. Cost: $0.5m (Federally funded).
- **Brewster Ave Water and Sewer Improvements, City of Lynwood:** Installation of waterline, sewerline, and street rehabilitation, AC reconstruction, concrete improvements. Cost: $2.0m.
- **Agnes Ave Water and Sewer Improvements, City of Lynwood:** Installation of waterline, sewerline, and street rehabilitation, AC reconstruction, concrete improvements. Cost: $3.0m.
- **Primrose Park Improvements, City of Temple City:** Construction of new playground, restroom facility, site furnishings, utilities, grading, and site improvements. Cost: $3.0m.
- **Contract Public Works Inspector, City of Adelanto**: Assist the Department of Public works with the public works inspections and project management during the installation of Water, Sewer, Storm Drain and street construction within the City's right of way and easements. Assist the City engineer with preconstruction meetings, reviews submittals, and prepares inspection field reports.
- **Field Inspector, Middle College, Little Mountain, Roosevelt II, Alessandro and Lankershim Schools for the City of San Bernardino Unified School District**: Assisted in the review of shop drawings, and provided hands on storm water sewer and water construction support and field liaison between the contractor and the design team.
- **Field Inspector and Design Support**, **City of Grand Terrace Pico Park Ball Field**: Provided hands on construction support and field liaison between the contractor and the design team.

Mr. Fraser's prior experience also includes working as a General Engineering Contractor, responsible for over 100 construction projects, which included the construction of wet and dry utilities from 1" water to 72" storm drain, pavement, traffic control and other relevant improvements.



ROBERT MINES, Construction Manager and Inspector (Field PM/CM/Inspection Support)

Education

- UCLA, Certificate in Construction Management
- Ventura College, Psychology

Highlights

Mines has approximately 35 years of experience in general engineering/public works and building

construction projects. He has worked in the capacity of project superintendent, project inspector and construction manager. In these capacities, he has been involved in a wide variety of private and public works construction projects in general engineering/public works.

Mr. Mines has worked as construction management and project inspector for a number of agencies including LA Metro, City of LA Public Works, City of LA Airports and City of LA Water and Power. His experience includes all types of public works improvements including pavement rehabilitation (asphalt and concrete), water, sewer, storm drain, traffic signals, striping, grading, utilities. Mr. Mines has knowledge of standards and procedures for public agencies, including the Green Book, Caltrans, and has extensive experience in traffic control, safety and OSHA compliance requirements.

He has knowledge of standards and procedures for public agencies, including the Green Book, Caltrans, and has extensive experience in traffic control, safety and OSHA compliance requirements. Mr. Hirsh also has experience in inspecting federally funded projects to ensure compliance with the Caltrans LAPM.

Prior to joining Transtech, Mr. Mines worked for the City of Los Angles Public Works Department, and for City of Los Angeles Water and Power for approx. 30 years.



JEFFREY HIRSH, Construction Manager and Inspector (Field PM/CM/Inspection Support)

Education

- SDSU, College Level Classes

Registrations/Certifications

- Cal OSHA 10 hour construction certified
- Construction Site Storm Water Training

Highlights

Jeffrey Hirsh has approximately 25 years of experience in general engineering/public works and building construction projects. He has worked in the capacity of foreman, site superintendent and project manager. In these capacities, he has been involved in a wide variety of private and public works construction projects in Type A (General Engineering) and Type B (Building) construction. He has knowledge of standards and procedures for public agencies, including the Green Book, Caltrans, and has extensive experience in traffic control, safety and OSHA compliance requirements. Mr. Hirsh also has experience in inspecting federally funded projects to ensure compliance with the Caltrans LAPM.

Following are examples of projects where Mr. Wheeler served as the Project Inspector and provided on-site CM Support:

- Washington Boulevard Widening and Reconstruction Project (Federally Funded), City of Commerce
- Temple City HSIP Project, Traffic Signal Imp and Pavement Rehab (Federally Funded), City of Temple City
- City-Wide Annual Street Rehab Project, City of Commerce
- La Ballona Safe Routes to School (Federally Funded), City of Culver City
- Uptown Parking Structure, City of Whittier
- Garvey Park Facility Improvements
- Lugo Park Artificial Turf Soccer-Field and Park Project in the City of Cudahy
- Metrolink Station Improvements, City of Commerce

Jeffrey's prior experience includes:

2013-2014, PSBI Parking Structure Construction

- Sr. Superintendent Construction of a 6-level parking structure for the City of Alhambra.

1995-2013, Harwood Homes, Inc.

- Vice President - Construction/Forward Planning Managed 35 Development Projects - SFR/Multi-Unit/Commercial
- Raw land development through onsite construction, including final and post occupancy. Supervised all aspects of planning, development and construction processes.
- Responsible for construction of 2000+ single family homes.
- Responsible for construction of 850+ attached units.
- Successfully developed and completed multiple commercial project sites including strip centers and a large, automated car wash facility.
- Supervised 20+ Construction Superintendents.
- Compliance Management for all codes, conditions and ordinances.

1992-1995, Overland Company

- Site Superintendent – SFR Tract Home Development

1985-1992, Cambridge Development

- Site Superintendent/Assistant Superintendent



CRAIG M. WHEELER, Construction Manager and Inspector (Field PM/CM/Inspection Support)

Education

- BA

Registrations/Certifications

- NASSCO-Certified Inspector (Pipeline, Lateral and Manhole Assessments); Licensed A General Eng. Contractor

Highlights

Mr. Wheeler has more than 30 years of experience in engineering and construction in both the public and private sectors. He has provided project management and inspection services on a wide variety of public works projects. His experience includes pavement rehab, ADA, sidewalk, curb&gutter, grading, wet and dry utilities, roadway reconstruction and resurfacing, bridge construction and rehabilitation, water and sewer lines, RCP or RCB storm drains, pump stations, booster pump stations, street lights, traffic signals-new and upgrade/modifications, parks, parking lots, structures and other related types of projects. As a project manager and construction inspector, Mr. Wheeler's responsibilities include site observation and construction quality assurance and control, ensuring general site safety, preparing daily reports, photo documentation, monitoring SWPPP and BMP implementation, providing daily updates to the City project manager, providing recommendations and responses for contractor RFIs, assisting with submittal and shop drawing reviews, tracking quantities, and conducting progress payment reviews. He has inspected projects that are funded with State and Federal Funds and is familiar Caltrans LAPM for Contract Administration. Following are examples of projects where Mr. Wheeler served as the Project Inspector and provided on-site CM Support:

- 2019 Residential and Arterial Pavement Improvement, I-159/I-139; City of Torrance
- Public Works Inspection (Staff Augmentation); City of Newport Beach
- Alicia Parkway Rehabilitation; City of Aliso Viejo
- FY 2017-18 Street Rehabilitation; City of La Habra Heights
- Beltway Operational Improvements; Caltrans | Bakersfield
- University Drive Widening (Campus to MacArthur); City of Irvine
- The Tracks at Brea – Segment No. 4; City of Brea
- CDBG Asphalt Repairs and Asphalt Overlays FY 2017; City of Mission Viejo
- Annual Pavement Preservation Program FY 2018-19 and 2015-16; City of Yorba Linda
- FY 2015-2016 Annual Citywide Sidewalk Repairs; City of Santa Monica
- Manhattan Beach Water Line and Street Improvements; City of Manhattan Beach
- Harbor Boulevard Median and LS Improvements; City of Costa Mesa

- Citywide Sewer Repairs; City of West Hollywood
- Emergency Storm Drain Repair; City of Torrance
- Concrete Repair Program, Phase VI (CDBG); City of West Hollywood
- Bedford Canyon Road Realignment; City of Corona
- Ontario Avenue Median Improvements; City of Corona
- SR-60/Market Street Improvements; City of Riverside
- Rimpau Park; City of Corona
- LAX Terminal Fuel Access Transmission Line Installation and Taxiway Paving Improvements



KEITH WYATT, Construction Manager and Inspector (Field PM/CM/Inspection Support)

Education

- BA, UC Irvine, CA

Registrations/Certifications

- Union Carpenter Apprenticeship School
- 10-Hr, 30-Hr. OSHA
- SWPPP Certified
- FEMA Training: IS-3, IS-100.PWb, IS-200.b, IS-325, IS-552, IS-556, IS-700.a, IS-800.a, IS-803, IS-806, IS-809, IS-907
- ICC: Building, Electrical, Mechanical, Plumbing
- OSHA 30 Hour Trained

Highlights

Mr. Wyatt has approximately 25 years of experience in the construction field in building and engineering/public works projects. He has worked in the capacity of superintended, project manager and construction manager for consulting firms, as well as construction companies. In these capacities, he has been involved in a wide variety of private and public works construction projects in Type A (General Engineering) and Type B (Building). The projects include, but not limited to, construction of new buildings, seismic upgrades, ADA upgrades, TI improvements, site development, roads, parking facilities, utilities, etc. The type of buildings include community centers, schools, hospitals, warehouses, distribution centers, and various other projects. He has managed projects under Design-Bid-Build, Design-Build, Construction Manager/GC at Risk, Multi-Prime delivery methods. He has extensive experience in all phases of projects, including planning/development, entitlement and permitting bidding, construction, close-out, full-life cycle, project workflow, operations/systems development, scheduling, estimating, cost and budget control, contract negotiations, change order management, bid preparation, safety. Few examples of various projects representative of his experience include:

- Served as on-site Project Superintendent/Field Construction Manager for Rancho Cucamonga Central Park (50 acre site), Sr. Center Community Building (57,000 sqft) in Rancho Cucamonga.. Cost $21 million.
- Served as on-site Project Lead Superintendent for LAPD Sheriff Stations.
  o $14 million Lakewood Sheriff Station Remodel and addition to the existing Station.
  o $34.5 million LAPD Harbor Replacement Station.
- Served as Owner's Representative, On-site Project Manager, Construction Manager for Dignity Health St. Bernardine Medical Center. Delivered under Design Build (DB) method, $105 million
- Served as on-site Project Superintendent, Project Manager/Construction Manager for Amazon Distribution Center in San Bernardino, CA. This project involved Renovation and TI of a 700,000 sqft warehouse, and added 34,000 sqft of office area, $19.2 million.
- Served as on-site Project Superintendent, Project Manager/Construction Manager for Maimonides Academy in West Hollywood, $17.3 million.
- Served as Owner's Representative, On-site Project Manager, Construction Manager for Patton State Hospital - Highland CA DGS project performed for DSH, $33 million.
- Served as on-site Project Superintendent, Project Manager/Construction Manager for several

projects for Corona/Norco Unified School Districts, Ontario.
- o Vicentia Elementary, Coronita Elementary, Lincoln Elementary. $19 million.
- o LA Sierra High School Athletic Fields. Myra Linn Elementary and Valley View Elementary. New administration buildings and electrical upgrades. $17M.
- o Norte Vista High School, Arizona Middle School, Loma Vista Middle School. New classroom additions. $23M.



RYAN BRESLER, Construction Manager and Inspector (Field PM/CM/Inspection Support)

Education:
- Associate of Arts Degree, Crafton Hills College Yucaipa

Certification:
- Project Manager Program Certificate, University of California Riverside
- 30 Hour OSHA Training

Highlights:

Mr. Bressler has over 25 years of experience in Project Management. His extensive background in Project Management demonstrates across various projects including construction, education, healthcare, and infrastructure. he has been involved in a wide variety of private and public works construction projects in Type A (General Engineering) and Type B (Building). Few examples of various project:
- San Manuel Mission Indians: Senior Project Manager overseeing the East Reservation Infrastructure Project (SCE & AT&T) ($6 million.
- Pinner Construction: Project Manager responsible for managing the Dale Junior High School and Polaris Remodel project worth $45 million.
- CCK & Associates, Inc.: Pomona Valley Hospital renovations, 6th Floor Conversion from SNF to Med/Surg Telemetry- $11.4 million, (3) Cath Labs- $8.5 million, CT Scan- $ 2.3 million, Converting DOU to ICU-3- $12.5 million & 2019 Project Budgeting - $23.6 million budget
- Calvary Chapel of Redlands / Rock Construction: Project Manager overseeing the construction of a Concrete Tilt-up sanctuary and core and shell project worth $12.3 million.
- Whiting-Turner Contracting Company
- Project Engineer involved in various projects including office buildings, casino kitchen remodel, and mall expansion, with budgets ranging from $2 million to $27 million.



JAMES PAGANI, Construction Manager and Inspector (Field PM/CM/Inspection Support)

Education:

BA, Goucher College

Registrations/Certifications:

BCSP Constr. Health and Safety Technician; CalOES SAP Evaluator; DSA Certified Accessibility Specialist; FEMA Training: IS-3, IS-100.PWb, IS-200.b, IS-325, IS-552, IS-556, IS-700.a, IS-800.a, IS-803, IS-806, IS-809, IS-907; ICC: Building, Electrical, Mechanical, Plumbing; OSHA 30 Hour Trained

Highlights:

Mr. Pagani has approximately 15 years of experience in public works construction management and inspection. Mr. Pagani has thorough knowledge and understanding of construction both on the jobsite and in the office, experience working with the various trades, designers, and managers of many different types of projects. Examples of his project experience as Public Works Inspector/Construction Manager includes: City of Rialto, Public Works Encroachment Permit Inspections; City of South El Monte, Public Works Encroachment Permit Inspections; Primrose Park Improvements, City of Temple City; FY 20/21 Pavement Rehab, City of West Covina; Previous Experience -Koury Engineering, Combination Inspector.



ROBERT RUIZ, Construction Manager and Inspector (Field PM/CM/Inspection Support)

Education:

- Mt. San Antonio College, General Education
- California State University, Sacramento - Home Courses-Water Distribution Systems Operation and Maintenance, Water Treatment Plant Operations
- Storm Water Training

Highlights:

Mr. Ruiz has approximately 30 years of experience in general engineering/public works and building construction projects. He has worked in the capacity of foreman, site superintendent and project manager. In these capacities, he has been involved in a wide variety of private and public works construction projects in Type A (General Engineering) and Type B (Building) construction. Mr. Ruiz worked as with a number of agencies, including Federal Highways, State of California, County of Riverside, County of San Bernardino, County of Riverside, San Bernardino, EVMWD, Coachella Valley Water District, Golden State Water and other Special Districts throughout California. He has knowledge of standards and procedures for public agencies, including the Green Book, Caltrans, and has extensive experience in traffic control, safety and OSHA compliance requirements. Mr. Ruiz also has experience in inspecting federally funded projects to ensure compliance with the Caltrans Local Assistance Procedures Manual. He also has extensive experience in communicating/working with the public/adjacent property owners, and being proactive in dealing with complaints and comments and minimizing project impacts.



ROBERT GARCIA, Inspector (Inspection Support)

Education:

- California State University, Los Angeles, Continuing Education/Public Works Construction Inspection Course
- California State University, Sacramento, Water Program/Operation and Maintenance of Wastewater Collection Systems

Highlights:

Mr. Garcia has approximately 30 years of experience, of which 20 years has been working as the City Public Works Inspector for the City of Palmdale. His experience includes inspecting of all types of public works construction project: roadway construction, pavement rehabilitation, signals, grading, storm drains, sewer mains, concrete structures, sidewalks, and gutters. He also worked on county, state and federal funded projects. Mr. Garcia provided public works inspection services to the following Transtech client Cities: City of Hesperia,; City of Commerce, City of Maywood, City of Cudahy.



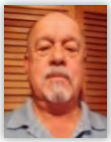
ANDY CARLTON, Inspector (Inspection Support)

Education:

- Computer Science, California State University, Fullerton

Highlights:

Mr. Carlton has approximately 15 years of experience, of which 5 years are in Inspection. Mr. Carlton works as Public Works Inspector capacity at various Transtech client cities, which include Temple City, Commerce, South El Monte as Public Works Inspector issuing encroachment permits to various public works projects. His inspection experience in this capacity includes steel, masonry, concrete sidewalks, curb ramps, curb & gutter, driveways, on-site & off-site grading, trenching, traffic control measures, and street pavement. Recent projects representative of Mr. Carlton's recent PW inspection experience include: City of Pico Rivera, METRO, Hot Spots Intersection Improvements Rosemead Boulevard at Slauson Avenue; City of Commerce, Atlantic Boulevard Improvements as part of METRO Call for Projects; City of South Gate, Safe Routes to School (SR2S) Cycle 10 Improvements Project.



CLEMENTE ELIZALDE, Inspector (Inspection Support)

Education

- San Bernardino Valley College, with a Major in Radio/Television, Communications and Electronics
- Chaffey College, with a major In Industrial Electricity, Motor starters and Operational amplifiers

Registrations/Certifications

- Certified International Municipal Signal Association "IMSA" level III Technician

Highlights

Mr. Elizalde has over 30 years of experience in general engineering/public works projects. He has worked in the capacity of signals technician, supervisor, and public works inspector. He has knowledge of standards and procedures for public agencies, including the Green Book, Caltrans, and has extensive experience in traffic signal systems inspection, maintenance and installation, traffic control, safety and OSHA compliance requirements. Mr. Elizalde also has experience in inspecting federally funded projects to ensure compliance with the Caltrans Local Assistance Procedures Manual.

His experience as public works inspector at Transtech includes:

- HSIP Cycle 7, Firestone Blvd ITS Improvements, City of Norwalk (Fed. Funded) ($2.0M)**:** Traffic signal improvements (poles, mast arms, controllers, conduits), accessibility improvements, signage and striping. Transtech provided construction management/inspection services.
- HSIP Cycle 7, Traffic Signal Improvements at Alondra Blvd, City of Norwalk (Fed. Funded) ($2.0M)**:** Traffic signal improvements (poles, mast arms, controllers, conduits), accessibility improvements, signage and striping. Transtech provided construction management/inspection services.
- HSIP Cycle 7, Traffic Signal Improvements at Studebaker Road, City of Norwalk (Fed. Funded) ($2.0M)**:** Traffic signal improvements (poles, mast arms, controllers, conduits), accessibility improvements, signage and striping. Transtech provided construction management/inspection services.

Prior to joining Transtech, Mr. Elizalde worked at the City of San Bernardino.



DUANE THAN TUT, Inspector (Landscape Inspection Support)

Education:

- BSLA, University of California at Davis

Registrations/Certifications:

- American Society of Landscape Architects (ASLA); QWEL

Highlights:

Mr. Tut has approximately 25 years of experience. His experience includes working as, Project Manager and Construction Manager on various projects (including regional and international projects) from project inception to closeout. Highlighted projects are:

- Primrose Park, Temple City, CA. Cost: $2m
- Los Angeles Mission College Baseball and Softball Fields, CA
- Streetscape for City of Lomita, CA
- North Verdugo Park, Glendale, CA
- Pacific Park, Glendale, CA
- Santiago Park, Santa Ana, CA: Cost: $3m
- Lions Park, Costa Mesa: Cost: $1m
- Brio Park & Oeste Splash Pads, City of La Habra, CA.
- Concept for Norm Ross Sports Complex, City of Stanton, CA for Prop 68 funding City CIP program including managing consultant contracts.



MARIO MAGLIOCCHETTI, Inspector (Inspection Support)

Highlights

Mr. Magliocchetti has approximately 30 years of experience in general engineering/public works and building construction projects. He has worked in the capacity of foreman, site superintendent and project manager. In these capacities, he has been responsible for more than $500 million worth of private and public works construction projects in Type A and Type B construction. He has knowledge of standards and procedures for many public agencies, including the Green Book, and has extensive experience in traffic control, safety and OSHA compliance requirements. He has participated on numerous multi-disciplinary teams dealing with the architecture and engineering for urban and rural development, infrastructure, and public works projects. Mr. Magliocchetti also has experience in inspecting federally funded projects to ensure compliance with the Caltrans Local Assistance Procedures Manual. He also has extensive experience in communicating/working with the public/adjacent property owners and being proactive in dealing with complaints and comments and minimizing project impacts.



RUDOLPH RODRIGUEZ, EIT, Associate Engineer (Office Engineer/PM/CM/Project Controls Support)

Education

- B.S Civil Engineering, Cal Poly Pomona

Highlights

Mr. Rodriguez has approximately 5 years of experience in Public Works Engineering, and Transportation and Traffic Engineering. He works in the Public Works Department/City Engineering at Transtech's client Cities assisting City Engineers and Public Works Directors. He also serves as Office Engineer on construction projects and assists Resident Engineers and Construction Managers with contract administration, document control, contract compliance. He also assists at the public works permit counter and in permit issuance.



JORGE PAZ, EIT, Associate Engineer (Office Engineer/PM/CM/Project Controls Support)

Education

- B.S Civil Engineering, Cal Poly Pomona

Highlights

Mr. Paz has approximately 5 years of experience in Public Works Engineering, and Transportation and Traffic Engineering. He works in the Public Works Department/City Engineering at Transtech's client Cities assisting City Engineers and Public Works Directors. He also serves as Office Engineer on construction projects and assists Resident Engineers and Construction Managers with contract administration, document control, contract compliance. He also assists at the public works permit counter and in permit issuance.



LEONARDO MARTINEZ, Associate Engineer (Office Engineer/PM/CM/Project Controls Support)

Education

- B.S Civil Engineering, Cal Poly Pomona
- Associate of Science in Engineering, Cerritos College

Highlights

Mr. Martinez has approximately 5 years of experience He works at various Cities under Transtech's Municipal Services Contracts in support of Transtech's City Engineers, Project Managers and Construction Managers. His experience includes CIP management support, Inspection support, coordination with City Departments, Utility Companies, Caltrans, other Regulatory Agencies, Developers, Consultants, Contractors, and overall management and coordination support for a variety projects from design thru plan review and approvals and construction.



FURKAN CETINKALE, Associate Engineer (Office Engineer/PM/CM/Project Controls Support)

Education

- BS Engineering, MS Engineering Management (both CalPoly Pomona)

Highlights

Mr. Cetinkale has approximately 7 years of experience in the construction. He has extensive experience in all phases of projects, including planning/development, entitlement and permitting bidding, construction, close-out, full-life cycle, project workflow, operations/systems development, scheduling, cost and budget control, contract negotiations, change order management, bid preparation, safety. He has worked in the capacity of Office Engineer and Deputy Construction Manager/Project Manager/Owner Representative, for consulting firms. In these capacities, he has been involved in a wide variety of private healthcare projects in OSHPD 1 & 3 categories. The projects include, but not limited to, construction of new buildings, seismic upgrades, medical equipment replacement, medical office build-outs, TI improvements , site development, etc. The type of buildings include hospitals, outpatient clinics, digital imaging centers various other projects. He has managed a variety of healthcare projects, ranging from $50K to over $85 million in budget, which involved coordination, processing and approvals by Planning, Engineering and Building Departments of Local Agencies/Municipalities; California Department of Public Health (CDPH); California Office of Statewide Health Planning and Development (OSHPD) *[OSHPD became the Department of Health Care Access and Information (HCAI);* Occupational Safety and Health Administration (OSHA). He also worked on Infrastructure projects, most recently Street Rehab Project (Temple City, $4M), Grand Park Project Phase I Demolition and Haz-Mat Abatement (Ontario, Phase I $5M, Total Project Development Estimated $90M).

Skills: MS Project, MS Visio, Procore, E-Builder, Primavera, Bluebeam



JEFFREY KAO, PE, CBO, CASp, Sr. Engineer (Constructability Review- ADA Review Support)

Education

- MS, BS Civil Engineering, Cal Poly

Registrations/Certifications

- Registered Civil Engineer; CASp
- ICC Certified Building Official, California Building Plans Examiner, CalGreen Inspector, CalGreen Plans Examiner, Mechanical Plans Examiner, Plumbing Plans Examiner, Building Inspector

Highlights

Mr. Kao has over 20 years of experience and has been working at Transtech as Deputy Building Official, Senior Plans Examiner, On-Site Over the Counter Plans Examiner and performed plan checks for a variety of residential and commercial projects in Cities of Alhambra, South Pasadena, and Temple City. Mr. Kao has broad knowledge of building and safety operations, including working in the capacity of Deputy Building Official and Plans Examiner. His past experience includes working as a structural engineer for 4 years at a structural design firm.



ALI F. ZAGHARI, PE, PMP, Sr. Engineer (PM/Coordination Support in Caltrans Permit Involved Projects)

Education

- MS, BS in Civil Engineering

Registrations/Certifications

- Registered Civil Engineer

Highlights

Mr. Zaghari has over 35 years of experience in Transportation Management & Operations at various capacities in the California Department of Transportation (Caltrans). His career path includes a number of key managerial positions in Caltrans leading to his last position as the Deputy District Director (DDD) for Traffic Operations at Caltrans District 7 in Los Angeles. As a member of District 7

Executive Team, Mr. Zaghari was responsible for policy, development and implementation of the traffic operations assets and the safe mobility of all users of the State Highway System (SHS) consisting of approximately 1500 center miles of freeways and conventional highways in Los Angeles and Ventura counties. He managed an operating budget of approximately $70M encompassing both operations management and capital outlay support needs. The organization under his leadership included critical functions such as Intelligent Transportation Systems (ITS), Traffic Design, District Traffic Manager (DTM), Corridor Management, System Performance, and Encroachment Permits.



ROBERT QUINTERO, Sr. Project/Construction Manager (Utility Coordination/PM/CM Support)

Education

- BS Urban & Regional Planning
- MBA

Registrations/Certifications

- Licensed General Contractor B
- Certificate Diversity & Inclusion for HR

Highlights

Mr. Quintero has over 25 years of experience in government relations, city administration, city planning, public works and utility coordination.

Throughout his career, Mr. Quintero has demonstrated strong leadership, project management, and comprehensive understanding of municipal government operations. He has successfully managed complex projects and engaged with various stakeholders to achieve positive outcomes for the communities he has served. He has a broad knowledge of municipal government operations, including preparation and presentation of staff reports/resolutions to city councils, committees and interaction with public, various city departments, city council and other governmental agencies.

At Transtech, Mr. Quintero has also served as contract Interim Public Works Director for Cities and as Project and Program Manager for various projects. He has participated on numerous multi-disciplinary teams dealing with the planning and execution of public works projects. He has served as the Project Manager for the design, construction and management of a variety of projects, including:

- Public Works and Infrastructure
- Civic Center/City Hall Expansion
- Community Center
- Grade Separation

Mr. Quintero's experience also includes working for a public agency in various capacities, including as Director of Public Services/Public Work Assistant City Administrator. Mr. Quintero also worked at Southern California Edison (SCE) as Director of Government Relations.



MELISSA DEMIRCI, RSP, Project Manager

Education

- BS Civil Engineering, Cal Poly Pomona

Registrations/Certifications

- Licensed Roadway Safety Professional

Highlights

Ms. Demirci has over 12 years of experience in Contract and Project Management. She oversees our municipal contracts and will service as the Contract Principal for this contract. She has her BS Degree in Civil Engineering from Cal Poly Pomona. She coordinates and interfaces with Transtech's

Building and Safety Division to develop special projects to ensure a successful applicant experience during the plan review, permit issuance and inspection process. Her prior experience includes working at the City of Los Angeles, Mayor's Office Energy and Environment Team.

City's RFQ lists Geotechnical Engineering, Geology and Materials Testing as a sperate Service Category. Transtech does not provide this specialty service in house, and therefore is not submitting SOQ for this service category.

However, if a project assigned to Transtech requires specialty sub-consultants and City requests that these specialty services to be included in Transtech's scope and under Transtech contract, we may use following sub-consultants with whom we have worked on many projects in the past.

- **Materials Testing and Inspection Support**

  - **Sub Consultant 1: MTGL, Inc. (DBE/WBE Firm); www.mtglinc.com**:
    MTGL, Inc. was formed in 1993 by a group of seasoned professionals. We provide Geotechnical Investigations and Construction Quality Control/Assurance. As an independent third party, MTGL ensures that the current standards and codes are followed. MTGL furnishes field, site and plant inspections for all construction materials. We conduct physical laboratory testing for all of the materials that are placed during these inspections and investigations. MTGL laboratories operate in compliance with ASTM standards and are certified by the DSA, CBC, CCRL, AASHTO, County and City of Los Angeles, and Caltrans. *(Transtech has worked with this subconsultant before.)*

  and/or

  - **Sub Consultant 2: GEO-ADVANTEC, Inc.; www.geoadvantec.com**:
    Established in 2012, Geo-Advantec, Inc. offers comprehensive services in various areas from site feasibility evaluation thought project completion for a wide range of projects and services, which include: Geotechnical Eng.; Eng. Geology; Geotechnical Earthquake Eng.; Geotechnical Instrumentation; Pavement Eng.; Forensic Geotechnical Eng.; Grading Monitoring and Field Testing; Soils & Materials Laboratory Testing; Special Inspection Services. Geo-Advantec owns a certified laboratory accredited by AMRL (ASSHTO Materials Reference Laboratory), in conformity to the requirements of the AASHTO Accreditation Program (AAP), AASHTO R-18, ASTM D3740 and ASTM E329; CCRL (Cement and Concrete Reference Laboratory); Caltrans; DSA; Army Corp of Engineers.

- **Federal / Labor Compliance Support: AVANT GARDE, Inc. (DBE/WBE Firm); www.agi.com.co**:

Established in 2010, Avant-Garde is a public agency services firm providing program management services with an emphasis on funding administration, grant development and management, compliance management, and community outreach. The firm has built a strong reputation for providing innovative and successful solutions for a number of public and private agencies, and has a successful track record with several public agencies, including the Cities of Pasadena, Los Angeles, Montebello, Bell Gardens, Temple City, Hawaiian Gardens, La Mirada, Industry, La Puente, Lynwood, Pico Rivera, Pomona, South El Monte, Victorville and Perris, as well as LA County, METRO, and the State of California Department of Public Health.

Appendix1- ADDENDA

RFQ requires:

- State if any addendums have been received and include in the Proposal.
  - *Receipt of Addendum 1 dated June 4, 2024 is acknowledged. Copy of Addendum is included in SOQ Section Appendix1- ADDENDA.*

As required, copy of Addendum 1 is provided:

DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

2024 City of Gardena RFQ On-Call Professional Services

5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

Appendix2 - INSURANCE

Transtech's current Insurance Info is provided below. If selected by the City for this project, we will appreciate the opportunity of having our Attorney discuss the final contract language to ensure our insurance is in compliance with current laws and regulations and meets the City's requirements with the City's Attorney. Following items may be discussed:

- For insurability purposes, any duty to defend which is not expressly deleted or defined as a reimbursement to the extent of the adjudicated negligence will present insurability issues.
- Insurance may not cover payment for any of the City's' defense related cost prior to a final determination of liability or to pay any amount that exceeds Contractor's finally determined percentage of liability based upon the comparative fault of Contractor. Consultant should reimburse all reasonable attorneys' fees as part of City's total damages tied directly to Consultant's determined percentage of fault.
- For insurability purposes, one of the most important contract terms is to ensure the word "negligent" is evident in the indemnity clause. Absent a negligence trigger for claims, a client or owner could present claims with no allegations of negligence, and the professional liability may have coverage implications. Inserting "negligent" acts, errors, or omissions can help make the entire indemnity subject to an appropriate standard of care.
- Many contracts use phrases such as: "arising out of or in connection with". This can allow the certificate holder to assert claims that vaguely involve our scope of services. By replacing such phrases with "but only to the extent actually caused by", the claimant must establish that the negligence was the proximate cause of the damage, otherwise known as direct causation, would be insurable.
- For insurability purposes, we suggest limiting the obligation to only those parties with whom we have the contract, or who are in direct contractual privity to the project owner.

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 1/10/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
AssuredPartners Design Professionals Insurance Services, LLC
3697 Mt. Diablo Blvd Suite 230
Lafayette CA 94549
License#: 6003745

CONTACT NAME: Sandy Peters
PHONE (A/C, No, Ext): 626-696-1901 FAX (A/C, No):
E-MAIL ADDRESS: CertsDesignPro@AssuredPartners.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Travelers Casualty and Surety Co of America	31194
INSURER B : Travelers Property Casualty Company of America	25674
INSURER C : The Travelers Indemnity Company of Connecticut	25682
INSURER D : Hartford Casualty Insurance Company	29424
INSURER E :	
INSURER F :	

INSURED
Transtech Engineers, Inc.
909-595-8599
13367 Benson Ave
Chino CA 91710-3009
TRANENG-09

COVERAGES CERTIFICATE NUMBER: 1147308474 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
B	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X Contractual Liab Included GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT X LOC OTHER:	Y	Y	6805H737478	12/31/2023	12/31/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 1,000,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
C	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY X NoOwnedAutos	Y	Y	BA3R067451	12/31/2023	12/31/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $ $
B	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 0	Y	Y	CUP4F17434A	12/31/2023	12/31/2024	EACH OCCURRENCE AGGREGATE	$ 5,000,000 $ 5,000,000 $
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	Y	57WEGAA5O8A	9/1/2023	9/1/2024	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
A	Professional Liability			107328311	12/31/2023	12/31/2024	Per Claim Aggregate Limit	$2,000,000 $4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Insured owns no company vehicles; therefore, hired/non-owned auto is the maximum coverage that applies. Professional Liability is E&O Liability.
The Umbrella Policy is follow form to its underlying Policies: General Liability/Auto Liability/Employers Liability/Employee Benefits Liability.
RE: All operations as pertains to the named insured -- The City of Banning, its officers, officials, employees and agents are named as an additional insured as respects general & auto liability as required per written contract. General Liability is Primary/Non-Contributory per policy form wording. Insurance coverage includes waiver of subrogation per the attached endorsement(s). Professional Liability policy has a retro date: 1/1/1989. Cancellation: 30 day notice/10 day for non-pay, will be sent to the certificate holder.

CERTIFICATE HOLDER

CANCELLATION 30 Day Notice will be sent to holder
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
AUTHORIZED REPRESENTATIVE
Sandy Peters

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- For insurability purposes, in the event of any dispute between the Parties related to this Agreement or this Project, we recommend that the Parties agree to first negotiate in good faith toward a resolution with participation by representatives of each Party holding sufficient authority to resolve the dispute. If such dispute cannot be resolved in this manner, before any action or litigation is initiated other than as required to secure lien rights, the dispute should be submitted to mediation using the American Arbitration Association or another mediator as mutually selected by the Parties. Such mediation should be completed within a reasonable period of time following either Party's written demand with each Party to bear an equal share of the mediation fees and its own respective attorney and consultant fees and costs."

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Submitted To

City of GARDENA

Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778

Attn: Kevin Kwak
Assistant Public Works Director

SOQ
ON-CALL
STAFF AUGMENTATION
SERVICES

TRANSTECH
Est. 1989
www.transtech.org
855.595.2495 (toll-free)

Submitted By

TRANSTECH Engineers, Inc.

Contact Person for this Proposal:
Ahmad Ansari, PE, Principal
E: ahmad.ansari@transtech.org
C: 949-702-5612; O: 909-595-8599

Our SOQ is submitted in the order of sections specified in "RFQ Section III. SUBMITTAL REQUIREMENTS"

Cover (Proposal Cover, previous page)

SOQ Section specified in RFQ **Page**

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2. FIRM QUALIFICATIONS AND EXPERIENCE 3

3. KEY PERSONNEL AND EXPERIENCE 5
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5. SIMILAR PROJECTS / SERVICES 8
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Appendix2 - INSURANCE 35

About Transtech Video Highlight: CLICK HERE

1. COVER LETTER

June 13, 2024

www.transtech.org
855.595.2495 (toll-free)

City of GARDENA
Public Works Department
1717 West 162nd Street; Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

Statement of Qualifications (SOQ), On-Call Services
Service Category: STAFF AUGMENTATION SERVICES

Established in 1989, Transtech (a California Corporation) is a **multi-disciplinary engineering consulting** firm. Transtech has been **in business for 35 years** and is **providing municipal services to approximately 80 public agencies**.

Our service capabilities include:

- Building & Safety Services, Building Inspection, Plan Check, Evaluations, City Building Official, Code Enforcement
- Civil Engineering,
- Staff Augmentation
- CIP Program Management
- Construction Management and Inspection
- Federally Funded Project Management and Grant Writing
- City Engineer, City Traffic Engineer, Development Public Works Engineering, Plan Check, Inspection
- Labor Compliance
- Planning Support
- Traffic and Transportation Planning and Engineering
- Water Resources Engineering
- Surveying, Mapping, ALTA, ROW Eng

Transtech has experience in various types of projects, such as:

- Parks and Playgrounds
- Parking Structures
- Community Centers
- Libraries
- City Halls
- Fire Stations
- Renovation of Historic Buildings
- Residential, Office, Commercial, Industrial Buildings
- Street Rehabilitation and Reconstruction
- Traffic Signal and Street Lighting
- ADA Improvements
- Water, Drainage, Sewer Improvements
- Bridges

We have extensive **experience working with Public Agencies/Cities in similar assignments**. We are accustomed to working with governmental agencies, and have a good understanding of public agency issues, procedures, and policies. **Several of our staff members are former City Engineers, Public Works Directors.**

We **work with METRO** on a number of projects. Currently, we are managing 710 Mobility Improvement Projects for the Cities of Alhambra and Rosemead, which has total funding of over $200m.

Our team includes **experienced staff members who have worked for CALTRANS** and are intimately familiar with the standards and procedures, project development and approval process, and requirements. One of our **Sr. Staff Member is former Deputy Director of Caltrans District 7**.

We have extensive **experience in the management and administration of federally funded projects**. In the past few years, we managed over 30 federally funded projects. Our staff members have completed Caltrans Resident Engineer Academy for Federally Funded Projects. We follow guidelines and procedures of Caltrans Local Assistance Procedures Manual (LAPM).

Our team has **proven track record in obtaining outside grants for its client cities**. Our staff works with our client cities to find potential funding sources, and to prepare competitive applications for various programs. We have

obtained extensive amount of funds for our client cities.

Transtech has a **large pool of well experienced staff and resources readily available** to provide requested services, and respond to requests in a timely, efficient, and cost-effective manner. Our staff and resources include **approximately 200 staff,** including building officials, plan checkers, inspectors, permit technicians, engineers, project managers, designers, plan checkers, inspectors, construction managers, traffic and transportation analysts, technicians, support personnel.

One of the **unique qualifications** of Transtech is that we serve public agencies as **municipal contract service providers**, including **Contract City Engineer, City Traffic Engineer, Building Official, CIP Manager, Construction Manager, Planner and in other capacities**.

Our **service philosophy** is defined by our unique **"Customer Care" approach in delivering our services in an efficient, cost-effective, timely and customer friendly manner:**

- ✓ Transtech is well known in providing **Cost Effective Services** on time with a **customer friendly and responsive** approach.
- ✓ Our services are founded on the principles of **Total Quality Management** for **Total Customer Care**.
- ✓ Transtech understands the importance of being able to **expedite certain projects**, when requested, by the City. Transtech has sufficient staff and resources to expedite projects.
- ✓ We have a **structured approach** to execute projects in an efficient manner that makes Transtech capable of providing the City with the highest quality product. Transtech has established guidelines and policies, including written manuals on quality control, project management, and design procedures for its staff and for its contract cities.
- ✓ All telephone calls or e-mails received are returned within the same working day, or the following day. We take pride in our "**Same Day Response**" motto.
- ✓ **Responsiveness is an integral part** of Transtech's "customer friendly" service approach.
- ✓ We will strive to **enhance the City's image by public trust** to be the most desirable community to live, invest and conduct business.
- ✓ Customer Care means highest quality customer service. Transtech is committed to providing **"Customer Care"** to the City, City's patrons, responding quickly and effectively to the walk-in, telephone, and electronic inquiries of the public related to our services.

Transtech is **proud to support civic and community activities**, which demonstrates our commitment to the progress, health, and well-being of the communities we serve. In services and partnership with our client cities, we have a proven record of active engagement in City and Community events, programs, causes, and initiatives. Our goal is not just to serve as an engineering consultant which is what we are best at, but activity partnering with our clients, to further enhance the City's reputation as an ideal community to live, invest, work, and play in.

City required Statements:

- State if any addendums have been received and include in the Proposal.
  - *Receipt of Addendum 1 dated June 4, 2024, is acknowledged. Copy of Addendum is included in SOQ Section Appendix1- ADDENDA.*
- Statement regarding acceptance of Agreement and insurance requirements.
  - *Acceptance of Agreement and insurance requirements is acknowledged. Please see SOQ Section Appendix2 - INSURANCE*
- Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
  - *Letter is signed by an officer of the firm who is authorized to bind the firm to the contract.*

Thank you for the opportunity to submit our qualifications. Should you have any questions, or require additional information, please contact the undersigned.

Sincerely

Ahmad Ansari, PE, Contract Principal
E: Ahmad.ansari@transtech.org; C: 949-702-5612

2. FIRM QUALIFICATIONS AND EXPERIENCE

Company Profile: Established in 1989, Transtech (a California Corporation) is a **multi-disciplinary engineering consulting** firm. Transtech has been **in business for 35 years** and is **providing municipal services to approximately 80 public agencies**.

Our service capabilities include:

- Building & Safety Services, Building Inspection, Plan Check, Evaluations, City Building Official, Code Enforcement
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Transtech has experience in various types of projects, such as:

- Street Rehabilitation and Reconstruction
- Traffic Signal and Street Lighting
- ADA Improvements
- Water, Drainage, Sewer Improvements Bridges
- Parks and Playgrounds
- Parking Structures
- Community Centers Libraries
- City Halls
- Fire Stations
- Renovation of Historic Buildings

Transtech has extensive experience in providing services on similar projects. Few examples are listed below:

- Since 2013, Annual Street Rehab Program, City of Temple City ($15M)
- Since 2019, Annual Street Rehab Program, City of West Covina ($10M)
- Since 2018, Annual Street Rehab Program, City of South El Monte ($3M)
- Since 2018, Annual Street Rehab Program, City of Cudahy ($5M)
- Since 2015, Annual Street Rehab Program, City of Commerce ($24M)
- Since 2019, Annual Street Rehab Program, City of Maywood ($2M)
- FY 20/21 Annual Street Rehab Project, City of Placentia ($4.5M)
- Riverside Dr Street Rehab Project, City of Chino ($7.5M)
- El Prado Rd Reconstruction Project, City of Chino ($3M)
- Roadway Improvements at Brewster, Agnes, Alberta, First, Franklin, City of Lynwood, ($7M)
- 30 HSIP and ATP Projects for various Cities (Fed. Funded) ($30M)
- 20 CDBG Projects for various Cities (Fed Funded)Projects ($20M)
- Cactus/Nason Street Impr. and 135' Span Bridge Project, City of Moreno Valley (SLPP Funded) ($20M)
- Rte 71/Mission Bl Grade Separation Project, City of Pomona/Caltrans Oversight (Fed. Funded) ($25M)
- Primrose Park, City of Temple City (State Prop 68 Funded) ($4M)
- Almansor Park Improvements Project, City of Alhambra (CDBG Funded) ($2.5M)
- Rosewood Community Center, City of Commerce ($25M)
- Civic Center Library, City of Alhambra ($30M)
- RCTC Corona-Main Metrolink Parking Structure (Fed. Funded) ($25M)
- San Bernardino Santa Fe Metrolink Parking Structure and Historic Santa Fe Depot Renovation ($25M)

Experience in Working with Public Agencies/Cities: We have extensive **experience working with Public Agencies/Cities in similar assignments**. We are accustomed to working with governmental agencies, and have a good understanding of public agency issues, procedures, and policies. **Several of our staff members are former City Engineers, Public Works Directors.**

Experience with METRO: We **work with METRO** on a number of projects. Currently, we are managing 710 Mobility Improvement Projects for the Cities of Alhambra and Rosemead, which has total funding of over $200m.

Experience in working with CALTRANS: Our team includes **experienced staff members who have worked for**

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Proven Track Record in Obtaining Outside Grants: Our team has **proven track record in obtaining outside grants for its client cities**. Our staff works with our client cities to find potential funding sources, and to prepare competitive applications for various programs. We have obtained extensive amount of funds for our client cities.

Large Pool of Staff with Diversified Experience: Transtech has a large pool of well experienced staff and resources readily available to provide requested services, and respond to requests in a timely, efficient, and cost-effective manner. Our staff and resources include **approximately 200 staff,** including building officials, plan checkers, inspectors, permit technicians, engineers, project managers, designers, plan checkers, inspectors, construction managers, traffic and transportation analysts, technicians, support personnel.

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Community Involvement: Transtech is **proud to support civic and community activities**, which demonstrates our commitment to the progress, health, and well-being of the communities we serve. In services and partnership with our client cities, we have a proven record of active engagement in City and Community events, programs, causes, and initiatives. Our goal is not just to serve as an engineering consultant which is what we are best at, but activity partnering with our clients, to further enhance the City's reputation as an ideal community to live, invest, work, and play in.

3. KEY PERSONNEL AND EXPERIENCE

a. Staff Qualifications

We have extensive **experience working with Public Agencies/Cities in similar assignments**. We are accustomed to working with governmental agencies, and have a good understanding of public agency issues, procedures, and policies. **Several of our staff members are former City Engineers, Public Works Directors.**

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Our team includes **experienced staff members who have worked for CALTRANS** and are intimately familiar with the standards and procedures, project development and approval process, and requirements. One of our **Sr. Staff Member is former Deputy Director of Caltrans District 7**.

Several of our engineers are licensed and certified:

- PE (Licensed Civil Engineer
- TE (Licensed Traffic Engineer)
- PLS (Licensed Land Surveyor)
- QSD/P (Construction General Permit Qualified SWPPP Developer/Practitioner)
- QISP (Industrial General Permit Qualified Industrial Stormwater Practitioner)
- CPSWQ (Certified Professional in Storm Water Quality
- CPESC (Certified Professional in Erosion and Sediment Control)
- PTP (Professional Transportation Planner)
- RSP (Registered Safety Professional)
- CASp (Certified Access Specialist)
- PMP (Certified Project Management Professional)
- LEED AP (Professional with specialty credential with knowledge in green building practices

Also, following are various ICC certifications held by various staff members:

Building Official Certifications:
- ✓ Certified Master Code Professional
- ✓ Building Code Official
- ✓ Building Official

Inspection Certifications:
- ✓ Combination Inspector
- ✓ Commercial Building Inspector
- ✓ Residential Building Inspector
- ✓ Accessibility Inspector
- ✓ California Commercial Plumbing Inspector
- ✓ California Residential Mechanical Inspector
- ✓ California Residential Mechanical

Plan Check Certifications:
- ✓ Residential Building Plans Examiner
- ✓ Commercial Building Plans Examiner
- ✓ California Building Plans Examiner
- ✓ Certified Sustainability Professional
- ✓ CalGreen Plans Examiner
- ✓ Accessibility Plans Examiner
- ✓ Commercial Energy Conservation Plans Examiner
- ✓ Residential Plans Examiner
- ✓ Mechanical Plans Examiner
- ✓ Plumbing Plans Examiner
- ✓ Electrical Plans Examiner
- ✓ Commercial Energy Conservation Inspector
- ✓ Electrical Inspector
- ✓ Commercial Electrical Inspector
- ✓ Residential Electrical Inspector
- ✓ Residential Energy Conservation Inspector
- ✓ Residential Building Inspector
- ✓ Residential Mechanical Inspector
- ✓ Mechanical Inspector
- ✓ Commercial Mechanical Inspector
- ✓ Plumbing Inspector
- ✓ CalGreen Inspector
- ✓ Building Inspector CBC
- ✓ Building Inspector UBC
- ✓ Plumbing Inspector UPC
- ✓ California Building Inspector Inspector

Additional Inspection Certifications:
- ✓ IAPMO Plumbing, Mechanical Inspector
- ✓ Fire Code Inspector
- ✓ Fire Inspector II
- ✓ California UST Inspector

Permit Technician Certification:
- ✓ Permit Technician

CACEO Certified Code Enforcement Officer

State of California Safety Assessment Program:
CalOES SAP Evaluator

b. Principal Project Manager

Transtech's Principal Project Manager is:



AHMAD ANSARI, PE, Contract Principal

Education
- BS in Engineering, MBA

Registrations/Certifications
- Registered Civil Engineer

Highlights

Mr. Ansari has over 30 years of past experience in City and County Public Works and has worked at several municipalities in Southern California, including:
- City of Moreno Valley- Public Works Director/City Engineer
- City of Rialto- Public Works Director/City Engineer
- City of Perris- Public Works Director
- City of Pomona- Deputy Public Works Director/Assistant City Engineer.

He has managed CIP Programs and Public Works Operations, and served as the responsible in charge of numerous multi-disciplinary teams, including:
- Capital Improvement Program project management and delivery
- Real Property/Right of Way acquisition and management
- Traffic and Transportation engineering
- Private Development/Entitlement process review and approval
- Maintenance and Operations including roads, storm drains, sewers, parks, facilities, traffic signals, signs/striping, fleet
- Special Districts, Landscape/Lighting Assessment
- Electric Utility

4. ORGANIZATION CHART

Following is our Project Organization Chart showing various staff members who may be involved in various projects as necessary based on a project's specific scope and requirements:



AHMAD ANSARI, PE
Sr. Engineer
Contract Principal
- ✓ 30 yrs of experience.
- ✓ Serves as City Engineer at various TT Contract Cities.
- ✓ Prior experience includes working for public agencies as PW Director, City Engineer.



MICHAEL DAVID LLOYD, PE, QSD, QSP
Sr. Engineer
- ✓ 30 yrs of experience.
- ✓ Prior experience includes working for public agencies, including as PW Director, City Engineer, Engineering Manager, CIP Manager, etc..



MARIA FRASER, PE, QSD/P
Sr. Engineer
- ✓ 33 yrs of experience.
- ✓ Prior experience includes working for public agencies as City Eng, CIP Manager



DAVID RAGLAND, PE, PLS, QSD/P, QISP
Sr. Engineer
- ✓ 35 yrs of experience
- ✓ Licensed Civil engineer and Land Surveyor.
- ✓ Diverse experience in a wide variety of projects.



ZIAD Y. MAZBOUDI, PE, QSD, QSP, CPSWQ, CPESC, LEED AP, D.WRE
Sr. Engineer
- ✓ 34 yrs of experience
- ✓ Prior experience includes working for public agencies



MICHAEL ACKERMAN, PE, QSD/P, QISP
Sr. Engineer
- ✓ 20 yrs of experience.
- ✓ Prior experience includes working for public agencies and Caltrans.



OKAN DEMIRCI, PE, QSD/P
Sr. Project Manager
- ✓ 12 yrs of experience.
- ✓ Oversees CIP Management Operations and Staff.
- ✓ Extensive experience in Fed Funded Projects and Caltrans LAPM.



ROBERT QUINTERO
Sr. Project Manager, Utility Coordinator
- ✓ 25 yrs of experience.
- ✓ Prior experience includes working for public agencies in various capacities.
- ✓ Also worked at Southern California Edison (SCE) as Director of Government Relations.



AZITA FAKOORBAYAT, PE
Sr. Engineer
- ✓ 30 yrs of experience.
- ✓ Prior experience includes working for public agencies as Sr. Eng, PM, Assist. City Eng.



CARLOS PINEDA, PE, QSD/P, LEED
Sr. Engineer
- ✓ 30 yrs of experience
- ✓ Diverse experience in a wide variety of projects.



ALI ZAGHARI, PE, PMP
Sr. Engineer
(Project Management Support, Caltrans Coordination, QC/QA)
- ✓ 35 yrs of experience.
- ✓ Prior experience includes working for Caltrans Distr 7, Transp. Management & Operations at various capacities, including serving as Dep. Distr. Director, Traffic Operations.



JOHN OSKOUI, PE
Sr. Engineer
- ✓ 30 yrs of experience.
- ✓ Prior experience includes working for public agencies as PW Director, City Engineer.



JOSEPH DEPERALTA, PE, QSD
Sr. Engineer
- ✓ 30 yrs of experience
- ✓ Diverse experience in a wide variety of projects.



MOHAMMAD MOSTAHKAMI, PE
Sr. Engineer
- ✓ 30 yrs of experience.
- ✓ Prior experience includes working for public agencies as PW Director, City Engineer.



JEFFREY KAO, PE, CASp, CBO
Sr. Engineer
- ✓ 20 yrs of experience.
- ✓ Prior experience includes working as a structural engineer.



BAHMAN JANKA, TE
Sr. Traffic Engineer
- ✓ 30 yrs of experience.
- ✓ Prior experience includes working for public agencies as City Traffic Engineer.



JANA ROBBINS, PTP, RSP
Sr. Transportation Planner
- ✓ 25 years of experience.
- ✓ Serves as Sr. Traffic and Transportation Planner. at TT Contr. Cities.



MELISSA DEMIRCI, RSP
Principal, Municipal Services, Governmental Affairs Support
- ✓ 12 yrs of experience.
- ✓ prior experience includes working at the City of Los Angeles, Mayor's Office Energy and Env. Team.

Transtech has a large pool of well experienced staff and resources readily available to provide requested services. Our staff and resources include **approximately 200 staff**, including building officials, plan checkers, inspectors, permit technicians, engineers, project managers, designers, inspectors, construction managers, traffic and transportation analysts, technicians, support personnel.

5. SIMILAR PROJECTS / SERVICES

a. Project Understanding and Scope of Services

The City of Gardena is asking interested and qualified consultants to submit Statement of Qualifications to provide professional on-call services for City projects to support the Public Works Department for the following service categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027.

The City is requiring that a separate Statement of Qualifications is submitted for each service category:

This Statement of Qualification is submitted for:

STAFF AUGMENTATION SERVICES
(Per RFQ, Firms may submit only for positions or service they provide.)
Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an "Acting" City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- **Engineer(s) general requirements**
  - Able to work minimum 20 hours per week or more. The City is open to accepting full- time services as well.
  - Perform mathematical computations and estimates.
  - Simultaneously handle several tasks and continue to reestablish priorities.
  - Communicate clearly and concisely with others, orally and in writing.
  - Ability to establish and maintain effective team relationships with all internal and external customers.
  - Able to operate Microsoft Office and AutoCAD.
  - Able to perform in indoor and outdoor environments with exposure to the elements.

- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

(City requirement included in the RFQ: Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer)

TRANSTECH RESPONSE: Please see following brief staff resumes as potential candidates (full resumes are provided in SOQ Section 8. RESUMES) :

Associate Engineer



ANTONIO GUIRADO, PW Permit Technician/Asst. Engineer
Current Availability: Up to 3 days, 24 hrs/week (maybe adjusted later when feasible)

Education
- B.S Civil Engineering, CA State University of Los Angeles
- Minor in Construction Engineering and Management)

Experience
Mr. Guirado currently works in our Public Works, City Engineering and Traffic Engineering Departments at Transtech's client Cities assisting City Engineers and Public Works Directors. Mr. Guirado assists the Public Works permit counter in permit issuance and inspection for Transtech's client cities. He also assists Traffic Engineers with technical report writing, diagram and conceptual plan preparation, field data collection for traffic investigations, and other daily traffic related tasks. He interacts with Public Officials and community stakeholders, including residents and businesses. He serves as a liaison between Transtech, our client cities and community stakeholders.

Civil Engineer



MICHAEL BRUST, CIP Project Manager
Current Availability: 1 day, 8 hrs/week (maybe adjusted later when feasible)

Education
- Bachelor of Science in Civil Engineering, Cal State University, Long Beach

Experience
Mr. Brust has approximately 10 years of experience. He has a Civil Engineering Degree from Cal State Long Beach, and Associate Degree from Golden West College, Huntington Beach.

Mr. Brust's experience includes working as engineering technician, civil design engineer, CIP project manager on various types of projects, including roadway, pavement, drainage and infrastructure improvements, facilities, parks, as well as traffic design and traffic impact studies.

Mr. Brust works as CIP Project Manager and manages various capital improvement projects for various Transtech client Cities. Mr. Brust is very familiar managing state and federal funded projects including CDBG, HSIP, ATP, Metro Call for Projects, SR2S, etc. As part of his responsibilities, Mr. Brust prepares technical documents including RFPs, bid packages, contracts, staff reports, construction management documents and forms.

Senior Civil Engineer



AZITA FAKOORBAYAT, PE, Sr. Engineer
Current Availability: Up to 2 days, 16 hrs/week (maybe adjusted later when feasible)

Education
- Bachelor of Science in Civil Engineering, Saint Martin's University, Lacey, WA

Experience

Ms. Fakoorbayat has over 30 years of experience. She has a broad knowledge of municipal government operations, including capital improvement program (CIP) project and program management, design review, construction management, preparation and presentation of staff reports/resolutions to city councils, committees and interaction with public, various city departments, city council and other governmental agencies.

Ms. Fakoorbayat's experience includes working at public agencies, as well as in private consulting.

- Contract CIP Project Manager, City of La Canada Flintridge (under Transtech On-call Contract)
- Contract CIP Project Manager, City of Chino (under Transtech On-call Contract)
- Contract CIP Project Manager, City of Pico Rivera (under Transtech On-call Contract)
- Principal Engineer, City of Costa Mesa, CA
- Senior Civil Engineer, City of Pomona, CA
- Civil Engineer I, Pierce County Public Works Utilities and Transportation
- Assistant City Engineer, City of Sumner, Sumner, WA
- AFB Group, Laguna Niguel, CA
- Senior Project Manager, Berryman & Henigar, Santa Ana, CA
- Project Manager, CNC Engineering, Newport Beach, CA
- Senior Design Engineer/ Project Manager, Harding Lawson Associates Group Inc., Bellevue, WA

- **Typical Responsibilities** – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follows:
  - Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
  - Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
  - Prepares and leads project bid processing, writes council agenda report, and executes contract.
  - Oversees CMI services.
  - Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
  - and Contract award packages).
  - Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
  - Performs LA Metro required project reporting, reimbursement process, etc.
  - Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- **Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).**

- **Provide Construction Inspection services (Not required to identify personnel at this time),** such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

b. Service Approach

Customer Care and Responsive Service Approach:

- ✓ Our services are founded on the principals of **Total Quality Management** for **Total Customer Care and Satisfaction.**
- ✓ All telephone calls or e-mails received are returned within the same working day, or the following day. We take pride in our **"Same Day Response"** motto.
- ✓ Transtech also provides a **24-hour emergency contact** number to its clients.
- ✓ Customer Care means highest quality customer service. Transtech is committed to providing **"Customer Care"** to the City, City's patrons, including responding quickly and effectively to the walk-in, telephone, and electronic inquiries of the public related to our services. **Responsiveness** is an integral part of Transtech's **"Customer Care"** service approach.
- ✓ Our Contract Principal will meet with the Client's Project Manager frequently for **service evaluation** and address any areas for improvements.

- ✓ Responsiveness is an integral part of Transtech's **"customer friendly" service approach**. While our service is always on an "as needed" basis, our responsiveness is on "full-time" basis.
- ✓ Transtech understands the importance of being able to **expedite certain projects**, when requested, by the City.

Structured Approach:
We have a structured approach to execute projects in an efficient manner that makes Transtech capable of providing the City with an efficient and quality product. Transtech has established guidelines and policies, including written manuals on quality control, project management, and design procedures for its staff and for its contract cities. These guidelines ensure a consistent approach to the execution of assignments undertaken by our organization in compliance with City's specific procedures, standards and requirements. The following paragraphs describe our general approach to deliver projects in an efficient and cost-effective manner. A project specific approach will be provided for each assigned project and will become part of the specific contract for the specific project.

- **Project Management:** Our approach is to provide proactive management and attempt to identify potential issues and problems in advance and take corrective actions before they become problems. This requires extensive hands-on knowledge, experience and management skills of the people involved in managing the project. Our team members have extensive experience and proven track record in managing large and complex projects and bringing them to a completion on time and within budget.
- **Approach to Cost Control and Change Orders:** We evaluate project costs and develop feasible mitigation measures to minimize additional costs. We work as a team to solve problems or make modifications in the field to address unforeseen conditions or owner generated changes in a cost-effective manner.
- **Approach to Scheduling and Timely Completion of Project and Schedule Recovery:** The baseline schedule should properly identify the project scope, critical path, project milestones, target dates, phases and sequences of work, and activity durations. When significant activities show that they are slipping from the baseline, we work with the contractor to develop recovery plans.
- **Management of Documents:** We use an electronic file management system. All construction forms, daily dairies, weekly statement of working days, etc. are stored in our electronic file system, and are per Caltrans documentation system. We provide these documents at the end of the project to the client in organized files as well as pdf files.
- **Safety and Security:** We hold meetings with the contractor to review and discuss safety and security requirements, OSHA conformance, emergency security and safety procedures, and enforce security and safety responsibilities.
- **Funding Closeout:** We prepare necessary closeout documentation required by the funding agencies, submit final reimbursement documentation, follow-up on the reimbursements, and final funds balance report.
- **Project Closeout:** We recognize that closeout is an important part of the construction process. It signifies that the new facility structure is ready to use. We methodically handle all closeout tasks to ensure a smooth transition from construction to occupancy.
- **Methodology for Communication to Inform City on Work Progress:** Key project team members will attend periodic project progress meetings with City staff throughout the project duration.
- **Electronic common project information and file sharing platform:** We create and provide access to project participates a common project information and file sharing platform.

Contract Administration Approach (Caltrans LAPM):
For construction contract administration, we follow guidelines described in Caltrans Local Assistance Procedures Manual (LAPM). Maintaining complete and accurate files is a very important aspect of managing federally funded projects. Generally, whenever the local agency is unable to produce requested data or information, it is assumed by reviewing personnel that the required actions were either never performed or not properly recorded. Organized project files can minimize these negative assumptions. Organization and content of the project file is one indicator of effective and efficient management of the project by the resident engineer. LAPM has been prepared to aid California local agencies scope, organize, design, construct and maintain their public transportation facilities when they seek Federal Highway Administration (FHWA) funded federal-aid or state funding. This manual describes the processes, procedures, documents, authorizations, approvals and certifications, which are required in order to receive federal-aid and/or state funds for many types of local transportation projects.

Project Control Systems:
Project controls are essential to keep complex construction projects on budget and on time. They help teams and stakeholders identify emerging risks early, before they become expensive, time-consuming problems. With advance warning, these issues can be mitigated or avoided altogether. Project controls also give leadership the data they need to set realistic expectations, manage subcontractors, and plan with confidence. During the course of a project, program and project managers use controls to monitor time and cost expenditures and compare them to project lifecycle forecasts. They also rely on them to coordinate onsite execution with the milestones established during the design, procurement, entitlement, and pre-construction stages. The benefits of project controls are many. When they are put in place and used appropriately, they contribute to increased efficiency, decrease in delays and cost overruns, and fewer claims and costly litigation. Our staff has experience will all of the major document control software systems including Procore, Autodesk ConstructWare (which has now become Construction Cloud), and Primavera P6. In our experience all major control software programs work basically the same way and adapting from one software offering to another has a fairly small learning curve. Because the specific software is generally a choice made by the prime contractor, our staff is ready to partner with any user of any program. That said, not all projects require the 'fire power' associated with an expensive, sophisticated control system. Sometimes an intelligently designed filing system that stores basic Word, Excel, PDF, and email documents in the cloud is all a project really needs.

Schedule Approach:
Transtech has a proven track record for completing projects on time. As part of our role as Project Managers is to develop, review, update and manage the project schedules and confirm that tasks are scheduled within reasonable and appropriate timeframes. We constantly review, monitor and update the schedule to confirm it is in compliance with the original schedule and that related coordination with external/3rd parties/regulatory agencies/utility companies, etc. are on track. If the look ahead schedule is not in compliance with the original schedule, we take appropriate actions to avoid potential delays. Our approach to Scheduling and Timely Completion of Project and Schedule Recovery includes having the contractor prepare a baseline schedule, which identifies the project scope, critical path, project milestones, target dates, phases and sequences of work, and activity durations. When significant activities show that they are slipping from the baseline, we work with the contractor to develop recovery plans.

Issues Tracking System:
An issue tracking system provides an easy way to document issues, assign responsible party, and view the status of how the issue resolution is progressing. Complete documentation of issues is critical to mitigate risks on current projects and prevent similar issues on future projects. When issue tracking is integrated with the project management system, all documentation, and communications related to the project become centralized to provide complete transparency into project status.

Quality Control:
Quality control is the means by which the quality control measures will be monitored and/or enforced. We also believe that quality control and quality assurance measures need to be developed jointly with the client. A significant part of establishing the quality assurance measures includes the timing of the measure. QC/QA can only be effective when the measures are applied and/or evaluated in a timely manner.

Public Outreach:
Effective community outreach serves as tool for successful implementation of projects. Transtech provides an effective and pro-active community outreach approach and informs the community of work activities and impacts in advance. On projects that are more impactive to community, we have implemented additional public outreach tools, such as: Setting up a construction information website, twitter account; Designated toll-free project call number; If requested, Transtech can implement these additional outreach tools.

Expediting Projects:
Transtech understands the importance of being able to expedite tasks, when requested, by the City. Transtech has sufficient staff and resources to expedite projects.

Coordination With City
Key project team members will attend periodic project progress meetings with City staff throughout the project duration. We will maintain and establish and maintain a close working relationship with City staff. We will manage assigned projects, carefully control costs and resources, and complete assigned work on schedule. We will provide progress reports to the city at regular intervals.

Methods/Procedures for Developing /Publishing Project Status Reports/Records
Project status reporting is another area where the solution should be tailored to the size and scope of the project being managed and the actual reporting product anticipated by the city. In addition to the size and scope of the project, the actual point in time of the project matters. For example, project status reporting for a design building project that is currently preparing bridging documents will be significantly different from the report that would be prepared once construction has commenced.

Transtech's Plan Check and Inspection Capacity in numbers:
- We maintain and manage **electronic plan submittal portals for over 25 cities**.
- In 2023, we **processed and reviewed approximately 11,000 projects with 76,000 documents** and **performed approximately 52,000 inspections**.

Electronic Plan Check:
Transtech provides all Electronic Plan Check. Please click here for a sample of our electronic plan check portal at one of our contract Cities. We offer electronic plan check submittal portal to our client cities at no additional cost.

c. Relevant Experience

We have extensive **experience working with Public Agencies/Cities in similar assignments**. We are accustomed to working with governmental agencies, and have a good understanding of public agency issues, procedures, and policies. **Several of our staff members are former City Engineers, Public Works Directors.**

Our team includes **experienced staff members who have worked for CALTRANS** and are intimately familiar with the standards and procedures, project development and approval process, and requirements. One of our **Sr. Staff Member is former Deputy Director of Caltrans District 7**.

Transtech has a large pool of well experienced staff and resources readily available to provide requested services, and respond to requests in a timely, efficient, and cost-effective manner. Our staff and resources include **approximately 200 staff,** including building officials, plan checkers, inspectors, permit technicians, engineers, project managers, designers, plan checkers, inspectors, construction managers, traffic and transportation analysts, technicians, support personnel.

One of the **unique qualifications** of Transtech is that we serve public agencies as **municipal contract service providers**, including **Contract City Engineer, City Traffic Engineer, Building Official, CIP Manager, Planner and in other capacities**.

We **work with METRO** on a number of projects. Currently, we are managing 710 Mobility Improvement Projects for the Cities of Alhambra and Rosemead, which has total funding of over $200m.

Our team includes **experienced staff members who have worked for CALTRANS** and are intimately familiar with the standards and procedures, project development and approval process, and requirements. One of our **Sr. Staff Member is former Deputy Director of Caltrans District 7**.

6. REFERENCES

CITY OF SOUTH EL MONTE	(Year started and completed: 2018 – Ongoing Service)
Contact:	Rene Salas, City Manager, T: Phone: 626-579-6540, E: rsalas@soelmonte.org
Services Provided:	City Engineering Services; Traffic Engineering; CIP Management; Construction Management/Inspection; Federally Funded Project Management; Engineering Design; Public Works Permit Inspections; Map Check; Building & Safety Services (Building Official, Plan Check, Inspection
CITY OF COMMERCE	(Year started and completed: 2015 – Ongoing Service)
Contact:	Vilko Domic, Assistant City Manager; T: 323-722-4805; E: vilkod@ci.commerce.ca.us
Services Provided:	City Engineering Services; Traffic Engineering; CIP Management; Construction Management/Inspection; Federally Funded Project Management; Engineering Design; Public Works Permit Inspections; Map Check; Building & Safety Services (Building Official, Plan Check, Inspection
CITY OF TEMPLE CITY	(Year started and completed: 2013 – Ongoing Service)
Contact:	Bryan Cook, City Manager; T: 626-285-2171; E: bcook@templecity.us
Services Provided:	City Engineering Services; Traffic Engineering; CIP Management; Construction Management/Inspection; Federally Funded Project Management; Engineering Design; Public Works Permit Inspections; Map Check; Building & Safety Services (Building Official, Plan Check, Inspection
CITY OF MONTEREY PARK	(Year started and completed: 2013 – Ongoing Service)
Contact:	Shawn Igoe, Director of Public Works; T: 626-307-1320; E: sigoe@MontereyPark.ca.gov
Services Provided:	City Engineering Services; Traffic Engineering; CIP Management; Construction Management/Inspection; Federally Funded Project Management; Engineering Design; Public Works Permit Inspections; Map Check; Building & Safety Services (Building Official, Plan Check, Inspection
CITY OF WEST COVINA	(Year started and completed: 2019 – Ongoing Service)
Contact:	Paulina Morales, City Manager; T: 626-939-8401; E: pmorales@westcovina.org
Services Provided:	City Engineering Services; Traffic Engineering; CIP Management; Construction Management/Inspection; Federally Funded Project Management; Engineering Design; Public Works Permit Inspections; Map Check; Building & Safety Services (Building Official, Plan Check, Inspection
CITY OF ALHAMBRA	(Year started and completed: 1993 – Ongoing Service)
Contact:	Lucy Garcia, Assistant City Manager T: 626-570-3257; E: lgarcia@cityofalhambra.org
Services Provided:	City Engineering Services; Traffic Engineering; CIP Management; Construction Management/Inspection; Federally Funded Project Management; Engineering Design; Public Works Permit Inspections; Map Check; Building & Safety Services (Building Official, Plan Check, Inspection

7. FEE SCHEDULE

- RFQ SECTION IV. FEE SCHEDULE indicates the following: **The fee schedule should remain fixed throughout the initial term of the Agreement** unless formally amended by the City Council. **Adjustment of the fee schedule can be negotiated if the City renews the Agreement.**
- RFQ SECTION V. SCOPE OF SERVICES/SCOPE OF WORK indicates the following: The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. **The initial three-year term is anticipated to commence in September 2024 and end in September 2027.**

Based on the above, following is our Fee Schedule that will remain fixed throughout the initial term of the Agreement, which is September 2024 to September 2027

TRANSTECH ENGINEERS, INC.
SCHEDULE OF HOURLY RATES
Effective: September 2024 - September 2027 (3 year Fixed Rates as required by RFQ)
Rates are average ranges, negotiable and can be adjusted to establish a fee for each assignment based on the specific project's scope, when such projects are identified by the City.

ENGINEERING			
Field Technician	$98	-	$109
Engineering Technician	$109	-	$121
Assistant CAD Drafter	$121	-	$138
Senior CAD Drafter	$138	-	$155
Associate Designer	$155	-	$173
Senior Designer	$173	-	$190
Design Project Manager	$219	-	$230
Assistant Engineer	$132	-	$144
Associate / Staff Engineer	$167	-	$184
Senior Civil Engineer	$230	-	$253
Traffic Analyst Technician	$115	-	$127
Associate Traffic Analyst	$173	-	$184
Senior Traffic Analyst	$184	-	$196
Professional Transportation Planner	$196	-	$213
Traffic Engineer Technician	$109	-	$121
Associate/Staff Traffic Engineer	$167	-	$184
Traffic Engineer	$196	-	$213
Senior Traffic Engineer	$213	-	$236
Project Manager	$213	-	$236
Senior Project Manager	$236	-	$253
Deputy City Engineer	$196	-	$219
City Engineer	$219	-	$236
Principal Engineer	$236	-	$259
BUILDING & SAFETY			
Permit Technician	$86	-	$98
Plan Check Technician/Analyst/Supervisor	$144	-	$161
Building Inspector	$132	-	$150
Senior Inspector	$144	-	$161
Plans Examiner/Checker	$161	-	$178
Plan Check Engineer	$173	-	$196
Deputy Building Official	$184	-	$196
Building Official	$190	-	$207

CONSTRUCTION MANAGEMENT			
Labor Compliance Analyst	$167	-	$178
Funds Coordinator	$173	-	$184
Office Engineer	$167	-	$178
Construction Inspector	$161	-	$173
Senior Construction Inspector	$173	-	$184
Construction Manager	$196	-	$213
Resident Engineer	$213	-	$230
PUBLIC WORKS INSPECTION			
Public Works Inspector	$161	-	$173
Senior Public Works Inspector	$173	-	$184
Supervising PW Inspector	$184	-	$196
SURVEY AND MAPPING			
Survey Analyst	$173	-	$178
Senior Survey Analyst	$178	-	$184
2-Man Survey Crew	$397	-	$414
Survey & Mapping Specialist	$213	-	$230
Licensed Land Surveyor	$242	-	$253
FUNDING & GRANT WRITING			
Funds Analyst	$167	-	$173
Senior Funds Analyst	$173	-	$184
Grant Writer	$190	-	$196
Funds & Grant Project Manager	$213	-	$224
PLANNING			
Community Development Technician	$92	-	$104
Planning Technician	$104	-	$115
Assistant Planner	$115	-	$138
Associate Planner	$138	-	$161
Senior Planner	$167	-	$190
Planning Manager	$196	-	$219
ADMINISTRATIVE STAFF			
Administrative/Clerical	$81	-	$92
Project Accountant	$92	-	$104

Transtech's Fee Adjustment Approach: After end of the effective date of fees, fees are increased each year July 1st by the percentage change Los Angeles-Long Beach-Anaheim California Consumer Price Index-All Urban Consumers ("CPI-U") for the preceding twelve-month period as calculated for February by the U.S. Department of Labor Bureau of Labor Statistics and published by the United States Bureau of Labor Statistic.

8. RESUMES

Associate Engineer

ANTONIO GUIRADO, , PW Permit Technician/Asst. Engineer



Education

- B.S Civil Engineering, California State University of Los Angeles
- Minor in Construction Engineering and Management

Highlights:

- Organized, Self-starter, multitasker
- Strong Communication and collaboration skills
- Cal OSHA 10-hour construction certified

Mr. Guirado currently works in our Public Works, City Engineering and Traffic Engineering Departments at Transtech's client Cities assisting City Engineers and Public Works Directors. Mr. Guirado assists the Public Works permit counter in permit issuance and inspection for Transtech's client cities. He also assists Traffic Engineers with technical report writing, diagram and conceptual plan preparation, field data collection for traffic investigations, and other daily traffic related tasks. He interacts with Public Officials and community stakeholders, including residents and businesses. He serves as a liaison between Transtech, our client cities and community stakeholders.

Mr. Guirado provides support to City Engineers and Public Works Directors in various tasks, including but not limited to:

- Preparation of technical traffic reviews and reports.
- Use of Google Earth to prepare diagrams and exhibits.
- Preparation of conceptual exhibits and installation exhibits for public works projects.
- Field experience includes inspection for public works encroachment permits and field data collection/measurements for technical reports.
- Coordinate with other departments such as Planning and Building Department for Plan Checks.
- Respond to inquiries and requests for information from the general public, contractors, and other agencies.
- Prepare memos, letters, and field reports in the course of performing work.

Following are various examples of projects and assignments (under Transtech's Municipal Engineering Contracts) representative of his experience:

- City of West Covina, Public Works Encroachment Permits & Inspections: Mr. Guirado provides public works permit issuance and assistance to PW inspectors in performing inspections for various public works projects.

Civil Engineer

MICHAEL BRUST, Project Manager



Education

- Bachelor of Science in Civil Engineering, Cal State University, Long Beach
- Associate Degree from Golden West College, Huntington Beach

Highlights

- 10 years of experience in Engineering.
- Extensive experience working with Caltrans.
- Extensive experience in NPDES requirements.
- Extensive experience in the management and administration of federally and state funded projects in compliance with Caltrans Local Assistance Procedures Manual (LAPM).
- Experience in traffic signal design, traffic impact studies, traffic control and MUTCD Standards.
- Knowledge and experience with various design disciplines and with the application of CAD systems including AutoCAD and MicroStation.

Mr. Brust has approximately 10 years of experience. He has a Civil Engineering Degree from Cal State Long Beach, and Associate Degree from Golden West College, Huntington Beach.

Mr. Brust's experience includes working as engineering technician, civil design engineer, CIP project manager on various types of projects, including roadway, pavement, drainage and infrastructure improvements, facilities, parks, as well as traffic design and traffic impact studies.

Mr. Brust works as CIP Project Manager and manages various capital improvement projects for various Transtech client Cities. Mr. Brust is very familiar managing state and federal funded projects including CDBG, HSIP, ATP, Metro Call for Projects, SR2S, etc. As part of his responsibilities, Mr. Brust prepares technical documents including RFPs, bid packages, contracts, staff reports, construction management documents and forms.

Following are few examples of various types of projects that represents Mr. Brust's diversified experience:

- **City of Maywood City Hall Improvements:** Prepared construction bid package and provided project management for City Hall facility improvements.
- **City of Maywood Citywide Accessibility Improvements (CDBG):** Prepared construction bid package and provided project management for Citywide accessibility (sidewalk, curb ramp, curb&gutter).
- **City of Temple City FY 23-24 Pavement Rehabilitation:** Prepared construction bid package and provided project management for Citywide Pavement Rehabilitation Project (asphalt rehabilitation, accessibility improvements).
- **City of Commerce FY 23-24 Pavement Rehabilitation:** Prepared construction bid package and provided project management for Citywide Pavement Rehabilitation Project (asphalt rehabilitation, accessibility improvements).
- **City of South El Monte Aquatic Center Rehabilitation (CDBG):** Prepared construction bid package and provided project management for Aquatic Center Facility including swimming pool replastering, deck repairs, etc.
- **City of Stanton Street Improvements:** Design and documentation of drawings and specifications for street and civil improvements.
- **Huntington Beach Bridge Retrofit Project**: Striping, civil improvements, lighting design for Huntington Beach Bridge (Magnolia, Warner, Admiralty) Retrofit Project.
- **City of Signal Hill Spring Street Improvements Project:** Improvements for a section of the Spring Street corridor including roadway and civil work, ADA upgrade to pedestrian ramps and signal hardware, pedestrian lighting design and SCE coordination, striping design, and traffic control. Assisted with the construction management process responding to RFI's and submittals.
- **20th & Redondo Traffic Signal Installation Project:** Design and documentation of drawings and specifications for a traffic signal design. Included the installation of new signal equipment, controller cabinet and equipment, ADA improvements to ramps and sidewalks, construction support responding to RFI's and submittals.
- **Junipero/PCH Traffic Signal Improvements (Caltrans Permit project):** Traffic signal modification, improved traffic operation, striping adjustments. Required the permit approval process with Caltrans.
- **City of Norwalk Metro Parking Lot Project:** Initial field work and inspection of existing lot. Developed grading and conceptual plans & specifications for the installation of a Metro parking lot at the railway depot.
- **Metro Rosecrans Grade Separation Project**: Traffic signal design and documentation of plans, specifications, and estimate. Developed traffic safety

and analysis memos for project. Lighting design and documentation of plans and specifications. Construction support responding to RFI's and submittals.

- **City of La Mirada Rosecrans Traffic Signal Improvement Project**: Developed the traffic signal modification design for several intersections along a section of the Rosecrans corridor. Provided the plans, specifications, and estimate. Construction support responding to RFI's and submittals.
- **City of Carson Inspections:** Provided staff augmentation for the inspection crew. Assisted with inspection and reporting of the permit related jobs throughout the City of Carson.
- **City of La Mirada Santa Gertrudes Traffic Signal Improvement Inspection:** Provided inspection and assisted with project management of the signal improvement project. Included inspections and reports involving traffic signal and related hardware, ADA improvements, and signage.
- **City of Lawndale Contract Associate Engineer:** Contract staff augmentation assisting the engineering department and public works with managing CIP projects, processing permits and public counter assistance.

His prior/earlier experience includes:

- **Mechanical Designer at Hewlett Packard**: Worked in the mechanical design department assisting engineers in the design and documentation of medical and test & measurement equipment.
- **HVAC Mechanical Designer at Hawaiian Air Corporation**: Worked as a Drafter/Technician in the design department. Assisting the production and installation crew with providing the drawings and specifications for the installation of HVAC systems.
- **Civil Engineering Design Drafter at CSW/Stuber-Stroeh Engineering**: Drafter/Technician for the engineering department. Assisted the engineers with the production of drawings, details, and specifications of various Civil Engineering projects throughout the Bay Area.
- **Decton and Skyline Corp**: Working in the construction field as a carpenter apprentice in the labor crew. Assisting in the construction of various projects in the Orange County and Los Angeles area.

Senior Civil Engineer

AZITA FAKOORBAYAT, PE, Sr. Engineer



Education
- Bachelor of Science in Civil Engineering, Saint Martin's University, Lacey, WA

Registration
- Registered Civil Engineer, CA & WA states

HIGHLIGHTS
- 30 years of experience in City Engineering.
- Experience includes working for public agencies and private consulting.
- Experience in management of federally and state funded projects in compliance with Caltrans Local Assistance Procedures Manual (LAPM).

Continuing Education & Training
- Highway drainage design
- Geometric design of roadways
- Hydraulic design of storm sewer systems
- Leadership Challenge Series, Communication Skills for Women
- Assertiveness the Right Choice, How to deal with difficult people, Customer service

Ms. Fakoorbayat has over 30 years of experience. She has a broad knowledge of municipal government operations, including capital improvement program (CIP) project and program management, design review, construction management, preparation and presentation of staff reports/resolutions to city councils, committees and interaction with public, various city departments, city council and other governmental agencies.

Ms. Fakoorbayat's experience includes working at public agencies, as well as in private consulting.

Recent Experience with Transtech's contract Cities:

Contract CIP Project Manager, City of La Canada Flintridge
As contract CIP Project Manager, coordinated design and construction of various CIP projects with the design consultants by conducting design review, PS&E review, constructability and biddability review, preparing project specifications, bidding assistance and construction management for such projects. Projects include road slope stability repairs utilizing geo-grid, Traffic signal upgrades at various locations including ADA ramps installation, Mid-Block crossing at various trails, Park facility upgrades including Bocce ball Court, site furnishings, playground, hard and landscape upgrades. Community Center basketball court repairs, Installation of pickleball playing area and associated amenities such as fences, benches, paddle racks and netting. As project manager, ensuring project design and construction are completed per scope and within the time and allocated budget.

Contract CIP Project Manager, City of Chino
As contract CIP Project Manager, coordinated various CIP projects from planning, and design through construction phase. Projects include roadway rehabilitation, accessibility improvements, storm drain, sewer, water, grading, and traffic signal modifications. Conducted design review, PS&E review, constructability and biddability review, and managed design phase of various CIP projects, and coordinated such projects with various design engineers to ensure project design phases are completed within time and budget, and proceeded with construction.

Contract CIP Project Manager, City of Pico Rivera
As contract CIP Project Manager, managed CIP projects from planning through construction. Responsibilities included preparing RFPs, managing consultants, reviewing plans and other technical documents, as well as constructability review.

Public Agency Experience:

Principal Engineer, City of Costa Mesa, CA
As Principal Engineer, perform a broad range of highly complex and professional civil engineering and administrative responsibilities in support of City Engineer. This includes but not limited to administering project development for City's CIP Program including construction, coordination and compliance to state and federal requirements, as well as federal grant requirements as Resident Engineer in charge. Preparing and processing Request for Proposals. Selecting and supervising consultants. Managing and administering professional Service contracts. Establishing work plans and Public Services division priorities, goals, and objectives in conformance with City policies. Supervising staff, reviewing engineering plans, specifications, and improvement plans for various City improvement projects. Assisting in preparation and administration of budgetary & capital improvement

projects. Representing the City Engineer in his absence, participating in professional group meetings, representing Engineering Division to City Departments, elected officials, and outside agencies.

Senior Civil Engineer, City of Pomona, CA

As the Head of the Design Division with the City of Pomona, planned, directed, and administered the goals, programs, operations, policies and priorities of the design division, including any function requiring engineering division's expertise for the City's parks, transportation, streets, water, sewer, construction coordination, landscaping and maintenance projects. Assisted in establishing policies, procedures, and strategic planning for the Design Division, interpreted, explained, and enforced the Public Works programs, policies, and activities; monitored and evaluated the effectiveness of methods, procedures, administrative and support systems in place, and identified areas of improvements with suggestions and innovative implementation methods. Hired and managed the staff and consultants, as well as administered, established, prioritized, budgeted, monitored and implemented the City's Capital Improvement Program. Specifically, responsible for $18.5 Mill. Dollars of Street, water, storm drains, sewer, parks, and facilities as well as designated Historic Site projects. Monitored and implemented $11.2 Mill. Dollars of Water Capital Improvement Projects for Utility Services Department.

Civil Engineer I, Pierce County Public Works Utilities and Transportation Services, Design Section, Tacoma, WA
Designed and prepared Right-Of-Way and construction plans for highways, roads, street widening, and storm sewer projects including storm water quantity/quality systems utilizing computer aided design such as AutoCAD, and DCA civil software programs. Determined quantities and prepared reports, cost estimates, specifications, special provisions and other related documents.

Assistant City Engineer, City of Sumner, Sumner, WA
Planned, managed and executed the goals, programs, operations, policies and priorities of the Public Works Department. Interpreted, explained and enforced public works programs, policies and activities; monitored and evaluated the effectiveness of methods, procedures in place, and identified areas of improvements with suggestions and innovative implementation methods. Hired, supervised, trained, and evaluated the performance of assigned staff, and contracted consultants and oversaw projects. Planned and executed City's CIP projects including oversight of construction activities and contracted construction managers. Performed and supervised professional engineering work in the design and construction of streets, sidewalks, sewer and water lines, flood control projects, traffic signals and circulation, reviewing of construction plans and specifications for proposed land use developments. Primarily review of transportation improvement systems and facilities such as public streets, sewer, storm sewer, and surface water management systems. Prepared reports related to review status, permit activity, and other development issues. Coordinated all general and specialized engineering services, including contracts with State and Federal transportation agencies, supervised engineering and construction inspection support staff, and prepared annual operating budget requests. Provided civil engineering consultation, reports, and updates to the City Engineer, Public Works Director, and City Council Members in regards to projects status. Represented the city and served as liaison to committees, and other governmental agencies. Interacted with appointed officials, public and other City departments and stakeholders to provide information, respond to inquiries, recommend approaches, and resolve issues. Oversaw, prepared, and reviewed plans, specifications and bid proposals for public works projects. Prepared the developer's pro-rated cost share for frontage improvements for CIP projects; and

participated in community awareness meetings to discuss/receive input on approved CIP projects; and investigate and resolved the public request and complaints. Prepared complete PS&E and contract for Robinson Road Street & Water Main Capital Improvement Project in accordance with State, City and federal regulations and standards.

Private Consulting Experience:

AFB Group, Laguna Niguel, CA
As the Principal in Charge of AFB group, provided project management, project administration, and transportation engineering and plan review services for clients, to deliver Capital Improvement Projects, as well as teaming up with other consultants for project management services. AFB Group has teamed up with the City of Perris, Community Services Division & Public Works Dept., and City engineering Office to implement the City's CIP program from planning and design to overseeing construction activities since March of 2007. Cities of San Juan Capistrano and Ontario have been among the past clients. CIP management services include but are not limited to project scope determination, RFP preparation, evaluation, selection and hiring of consultants, negotiating scope of work and fees, preparing contract agreements and awards, council reports, purchase orders, monitoring of project design progress and payment authorization, obtaining construction bid proposals, negotiating bid prices, and providing construction administration. Duties included; assisting the Assistant City Manager with strategic planning for developing priorities and objectives of Park Projects and presenting such goals and deadlines to the Parks & Recreation Committee, directing consultants and contractors on numerous projects concurrently, and overseeing to insure adherence to scopes and quality of work. Current and completed projects with the City of Perris include; Nuevo Bridge Widening Project, Patriot Park Football BLDG, Perris Valley Storm Drain Channel Trail Project, Patriot Park Soccer Complex, Mercado Park, Patriot Park Offsite/Parking Impr., Downtown ADA Access Impr., City Hall Campus Drainage & Landscaping Impr., Bob Glass Gymnasium Renovation and Storage Renovation, Morgan St. Park Phase II, Bob Long Park Renovation, Patriot Park Water Sewer Landscaping Hardscaping & Off-site Impr., and Skydive Baseball Park Bleacher's Shade Structure. Also services included; preparing Bid Documents for Inlet Filter Installation/Maintenance & End-Of-Line Units Maintenance Project, Purchasing & Installing of Parks Equipment Project, and preparing RFP for Ramona Expressway Ph. II & Thoroughfare Landscaping Projects.

Senior Project Manager, Berryman & Henigar, Santa Ana, CA
Project Manager/Engineer for complete PS&E and contract documents for public works CIP projects; such as Harvard Ave., Culver Dr., Alton Parkway Rehabilitation Project in Irvine; Alameda & Olive Avenue Rehabilitation in Burbank; Hermosa Beach Street Improvement project in Hermosa Beach; and Baseline Ave. & Sierra Ave. improvements in Fontana. Assigned, supervised, and reviewed performance of support staff for timely execution of the project contract within the budget. Prepared project scopes, fees, proposals, and project schedules. Coordinated project tasks with municipalities, sub-consultants, project engineers, and other parties involved such as utility companies and review agencies to insure timely execution of the contract.

Project Manager, CNC Engineering, Newport Beach, CA
Project Manager for PS&E and contract documents for Public Works CIP projects such as Entry Monuments and Signs in Costa Mesa; Avenida Vaquero Reconstruction in San Clemente; prepared grant applications for City of Dana Point Water Quality Grant Program. Assigned, supervised, and reviewed the performance of support staff for timely execution of the project contract within the budget. Prepared project scopes, Sub-consultant agreements, contract

supplements, project schedules and invoices. Coordinated project tasks with the municipalities, sub-consultants, project engineers, and other parties involved, such as utility companies and review agencies to insure timely execution of the contract. Participated in marketing potential clients and interview process.

Senior Design Engineer/ Project Manager, Harding Lawson Associates Group Inc., Bellevue, WA
Project Manager for complete PS&E and contract documents for Municipal projects such as street, storm sewer, and storm water quantity/quality systems. Assigned, supervised, and reviewed the performance of support staff for timely execution of the project contract within the budget. Prepared progress reports, supplements, project schedules and invoices. Coordinated project tasks with municipalities, sub-consultants, project engineers, and other parties involved, such as utility companies and review agencies.

EXAMPLES OF SPECIFIC PROJECTS/EXPERIENCE:

- **Redhill Avenue Median Improvement project, From Bristol to McCormick Ave., Federally Funded project:** Project Manager/Resident Engineer for construction of landscaped median, which included construction management and field observation to direct inspection staff for work compliance to plans and specifications.
- **Harbor Blvd Median Improvement Project From 19th Street to Wilson Street, Federally Funded project:** Project Manager/Resident Engineer for construction of landscaped median, coordination with highly sensitive business owners for frontage improvements, and contract substitutions.
- **Bristol Street Median and Street Rehabilitation project, Federally funded Project:** Project Manager, finalizing the project punch list and acceptance by the City Council including coordination for obtaining permit extension from Caltrans for Construction under 73 Freeway, coordination of the required federal and state requirements with hired construction manager to comply with Caltrans LAPM requirements.
- **City Wide Yearly Parkway project and Street Rehabilitation project:** Project Manager, Construction Management and Compliance to Plans and Specifications, and budgets.
- **Adams Ave., from Harbor Blvd. to westerly City limits:** Project Manager in Charge of Issuing RFP and consultant selection including coordination to underground utilities under Rule 20A.

ADDITIONAL RESUMES FOR VARIUS STAFF MEMBERS:

AHMAD ANSARI, PE, Contract Principal



Education
- BS in Engineering, MBA

Registrations/Certifications
- Registered Civil Engineer

Highlights

Mr. Ansari has over 30 years of past experience in City and County Public Works and has worked at several municipalities in Southern California, including:
- City of Moreno Valley- Public Works Director/City Engineer
- City of Rialto- Public Works Director/City Engineer
- City of Perris- Public Works Director
- City of Pomona- Deputy Public Works Director/Assistant City Engineer.

He has managed CIP Programs and Public Works Operations, and served as the responsible in charge of numerous multi-disciplinary teams, including:
- Capital Improvement Program project management and delivery
- Real Property/Right of Way acquisition and management
- Traffic and Transportation engineering
- Private Development/Entitlement process review and approval
- Maintenance and Operations including roads, storm drains, sewers, parks, facilities, traffic signals, signs/striping, fleet
- Special Districts, Landscape/Lighting Assessment
- Electric Utility

MICHAEL DAVID LLOYD, PE, QSD, QSP, Sr. Engineer



Education
- MS Civil Engineering, Texas A&M University
- BS Civil Engineering, Southern Methodist University
- MS Public Policy, Georgetown University

Registrations/Certifications
- Licensed Civil Engineer
- QSD, QSP

Highlights

Mr. Lloyd has over 30 years of experience, including working in both public and private sector. He has a broad knowledge of municipal government operations, including preparation and presentation of staff reports/resolutions to city councils, committees and interaction with public, various city departments, city council and other governmental agencies.

Mr. Lloyd has worked for the City of Moreno Valley for 25 years and been responsible for the programming, designing and delivery of multi-disciplinary capital improvement program projects, and served in various capacities as:
- Assistant City Manager responsible for Public Works and Community Development Departments
- Public Works Director
- City Engineer Land Development Division Manager
- Land Development Engineer
- Sr. Engineer
- Civil Design Engineer
- Traffic Engineer
- CIP Project Manager
- Construction Manager

As part of his responsibilities, Mr. Lloyd has:
- Maintained regular communications with developers and business owners working within the City to ensure satisfactory project progress.
- Represented the City at WRCOG committees.
- Oversaw upgrades to Accela / Digital Plan Room that streamlined the submittal process.
- Oversaw the restructuring of Moreno Valley Utility and staffing of new positions.

- Assisted with the restaffing of the Business and Safety Division, Planning Division, and Community Enhancement Division.
- Ensured City Council priorities are addressed in a timely manner with positive outcomes.
- Oversaw Department's preparation and submittals for various grant applications consistent with City Council priorities and the CIP.

MARIA FRASER, PE, QSD, QSP, Sr. Engineer



Education
- BS in Civil Engineering

Registrations/Certifications
- Registered Civil Engineer

Highlights

Ms. Frazer has over 33 years of experience in design, planning, project Management and construction of public works and commercial development infrastructure field. Ms. Fraser has spent the last four (4) years in the public sector as the Capital Improvements Program Manager for the City of Chino. Her responsibilities include planning, managing, and directing the work of a division of the Public Works Department staffed by professional and sub-professional engineers. She has a broad knowledge of municipal government operations, including preparation and presentation of staff reports/resolutions to city councils, committees and interaction with public, various city departments, city council and other governmental agencies.

As the Public Works CIP Manager, Ms. Fraser has been responsible for the programming, designing and delivery of multi-disciplinary capital improvement program projects, including street, water, sewer, storm drain, transportation, paving and slurry maintenance program, and other infrastructure systems.

Ms. Fraser is competent in the management and coordination of all construction activities ensuring that the projects are delivered with regards to safety, quality, program and cost.

As the CIP Engineering Manager, Ms. Fraser assumed the role of Acting Public Works Director when the PW Director is away. During the Public Works Directors absence, she participated in the weekly Executive Management Team (EMT) and responsible for decision making during his absence.

Ms. Fraser's experience also includes working at various positions for public and private agencies including:
- City of Palm Desert, City Engineer
- City of Chino, Senior Project Manager:
- City of Adelanto, City Engineer:
- Consultant for the Caltrans's District 8 NPDES unit as Storm Water Coordinator/Water Pollution Control Manager CLM Professional Services
- Fraco Engineering Consultants, Principal Engineer

DAVID RAGLAND, PE, PLS, QSD, QSP, Sr. Engineer



Education
- Humboldt State University, CA, Bachelor of Science

Registrations/Certifications
- Registered Civil Engineer
- Licensed Land Surveyor

Highlights

Mr. Ragland is a civil engineer and land surveyor has over 30 years of diverse experience in a wide variety of projects in civil engineering. He has managed numerous multi-disciplinary teams dealing with the planning, engineering, entitlement, environmental permitting, development and construction of urban and rural development, and public works projects. His experience also includes special emphasis on complex grading and hillside developments (has worked on the civil engineering and development of more than 40,000 acres of hillside properties), preparation of due diligence and project feasibility analysis, through conceptual planning and design to entitlement and construction.

ZIAD Y. MAZBOUDI, PE, QSD, QSP, CPSWQ, CPESC, LEED AP, D.WRE, Sr. Engineer



Education
- BS in Civil Engineering

Registrations/Certifications
- Registered Civil Engineer (#61216)

Highlights

Mr. Mazboudi has 34 years of progressively responsible, diversified experience in public works, engineering, utilities, development engineering, facilities maintenance, sustainability, environmental programs and project management in both the public and private sector, supported by a strong educational background in civil engineering, geographic information systems, water quality/urban runoff, and environmental programs. His experience includes:
- City of San Clemente - PW Department, Deputy Director/Engineering
- City of San Juan Capistrano - PW/Utilities Department, Senior Civil Engineer
- City of Westminster - PW Department, Associate Civil Engineer/Development Engineer
- City of La Habra - PW Department, Assistant Civil Engineer.

Special International Projects:
- US Green Building Council (www.usgbc.org), Egyptian Green Building Council (EGBC)
  Represented the US Green Building Council, to assist in the formation of the EGBC. Provided lectures on the role of government in Green Building and on the US Green Building Program, LEED.
- USAID International Development Agency (www.usaid.gov), In partnership with USAID and ICMA Kingdom of Jordan Commercial/Industrial Environmental Audit
  In partnership with USAID and ICMA, developed a training manual for the audit of commercial and industrial facilities in Jordan. Performed audits in Jordan and provided recommendations to the Minister of the Environment and the Minister of Local Government.

MICHAEL ACKERMAN, PE, QSD, QSP, QISP, Sr. Engineer



Education
- BS in Engineering

Registrations/Certifications
- RE Academy, Caltrans
- Water Pollution Control Compliance on Construction Sites for RE, Caltrans
- Construction Program Management Workshop, FHWA
- Field Office Procedures Course, Caltrans
- California Work Zone Inspection – High Speed, Caltrans
- Asphalt Concrete Inspection and Rehabilitation Strategies, Caltrans

Highlights

Mr. Ackerman has over 20 years of experience. At Transtech, he has been working as a Sr. Engineer at various Transtech City Engineering Contracts. He has served at various Cities under Transtech's City Engineering Contracts, including Temple City, Huntington Park, and Alhambra. He has a broad knowledge of municipal government operations, including preparation and presentation of staff reports/resolutions to city councils, committees and interaction with public, various city departments, city council and other governmental agencies.

Mr. Ackerman's experience also includes working at Caltrans and other agencies:
- Caltrans District 8: Mr. Ackerman was a civil transportation engineer for Caltrans District 8 where he was involved in the design and construction of various projects.
- City of San Bernardino: Mr. Ackerman was involved in various projects, including Development Review and Plan Check, Design and Project Management.
- City of Huntington Park: Mr. Ackerman worked as contract City Engineer under Transtech's municipal services contract and later as City Engineer and Interim Director of Public Works under the City.

OKAN DEMIRCI, PE, QSD, QSP, MBA, Principal Project Manager



Education
- BS in Engineering

Registrations/Certifications
- Registered Civil Engineer
- Caltrans Resident Engineer Academy

Highlights

Mr. Demirci has approximately 12 years of experience. Mr. Demirci serves as Assistant Public Works Director, City Engineer, CIP Program Manager at Transtech's Contract Cities and provides technical and management support.

Mr. Demirci completed Caltrans Resident Engineer Academy, very familiar with the management and administration of federally and state funded projects in compliance with Caltrans Local Assistance Procedures Manual (LAPM).

Mr. Demirci works as CIP Program Manager at various Transtech's Contract Cities and manages various capital improvement programs including state and federal funded programs. Mr. Demirci's experience also includes working as Resident Engineer, Project Manager and Construction Manager on various projects (including federal and state funded projects).

He has a broad knowledge of municipal government operations, including preparation and presentation of staff reports/resolutions to city councils, committees and interaction with public, various city departments, city council and other governmental agencies.

ROBERT QUINTERO, Sr. Project Manager, Utility Coordinator



Education

- BS Urban & Regional Planning
- MBA

Registrations/Certifications

- Licensed General Contractor B
- Certificate Diversity & Inclusion for HR

Highlights

Mr. Quintero has over 25 years of experience in government relations, city administration, city planning, public works and utility coordination.

Throughout his career, Mr. Quintero has demonstrated strong leadership, project management, and comprehensive understanding of municipal government operations. He has successfully managed complex projects and engaged with various stakeholders to achieve positive outcomes for the communities he has served. He has a broad knowledge of municipal government operations, including preparation and presentation of staff reports/resolutions to city councils, committees and interaction with public, various city departments, city council and other governmental agencies.

At Transtech, Mr. Quintero has also served as contract Interim Public Works Director for Cities and as Project and Program Manager for various projects. He has participated on numerous multi-disciplinary teams dealing with the planning and execution of public works projects. He has served as the Project Manager for the design, construction and management of a variety of projects, including:

- Public Works and Infrastructure; Civic Center/City Hall Expansion; Community Center; Grade Separation

Mr. Quintero's experience also includes working for a public agency in various capacities, including as Director of Public Services/Public Work Assistant City Administrator.

Mr. Quintero also worked at Southern California Edison (SCE) as Director of Government Relations.

AZITA FAKOORBAYAT, PE, Sr. Engineer



Education

- BS in Civil Engineering

Registrations/Certifications

- Registered Civil Engineer

Highlights

Ms. Fakoorbayat has over 25 years of experience. She has a broad knowledge of municipal government operations, including preparation and presentation of staff reports/resolutions to city councils, committees and interaction with public, various city departments, city council and other governmental agencies.

Recent Experience with Transtech's contract Cities:

Contract CIP Project Manager, City of Chino: As contract CIP Project Manager, coordinate various CIP projects throughout project design phase, including concrete, asphalt, storm drain, sewer, water, grading, traffic signal, accessibility. Conduct design review, PS&E review, constructability and biddability review, and manage design phase of various CIP projects, and manage and coordinate various CIP projects with various design engineers to ensure project design phases are completed within time and budget, and proceed with construction.

Public Agency Experience:

- Principal Engineer, City of Costa Mesa, CA
- As Principal Engineer, perform a broad range of highly complex and professional
- Civil Engineer I, Pierce County Public Works Utilities and Transportation
- Services, Design Section, Tacoma, WA
- Assistant City Engineer, City of Sumner, Sumner, WA

Private Consulting Experience:

- Senior Project Manager, Afb Group, Laguna Niguel, Ca
- Senior Project Manager, Berryman & Henigar, Santa Ana, Ca
- Project Manager, CNC Engineering, Newport Beach, Ca
- Senior Design Engineer/ Project Manager, Harding Lawson Associates Group Inc., Bellevue, Wa

CARLOS A. PINEDA, PE, QSD, QSP, LEED, Project Manager (Service Category: Design Services)



Education

- BS in Civil Engineering,

Registrations/Certifications

- Registered Civil Engineer

Highlights

Mr. Pineda has over 30 years of experience in civil engineering and project management. He has extensive experience working for both private and public sectors. He has participated on numerous multi-disciplinary teams dealing with the planning and development of civil and traffic engineering, urban and rural development, and public works projects. He has served as Principal Project Manager for a variety of projects. Public works design experience covers a wide variety of projects, including the improvement of major arterials, secondary highways and collectors, flood control and drainage projects, water and waste water projects, ADA retrofit, and safe routes to school projects. He has a good understanding and knowledge of municipal government operations, including preparation and presentation of staff reports/resolutions to city councils, committees and interaction with public, various city departments, city council and other governmental agencies. Private sector design experience covers a wide range of projects including residential master planned communities and "in tract" residential improvements. In-tract residential improvements included the design and construction of domestic and reclaimed water infrastructure to serve the new developments.

ALI F. ZAGHARI, PE, PMP, Sr. Engineer



Education

- MS, BS in Civil Engineering

Registrations/Certifications

- Registered Civil Engineer

Highlights

Mr. Zaghari has over 35 years of experience in Transportation Management & Operations at various capacities in the California Department of Transportation (Caltrans). His career path includes a number of key managerial positions in Caltrans leading to his last position as the Deputy District Director (DDD) for Traffic Operations at Caltrans District 7 in Los Angeles. As a member of District 7 Executive Team, Mr. Zaghari was responsible for policy, development and implementation of the traffic operations assets and the safe mobility of all users of the State Highway System (SHS) consisting of approximately 1500 center miles of freeways and conventional highways in Los Angeles and Ventura counties. He managed an operating budget of approximately $70M encompassing both operations management and capital outlay support needs. The organization under his leadership included critical functions such as Intelligent Transportation Systems (ITS), Traffic Design, District Traffic Manager (DTM), Corridor Management, System Performance, and Encroachment Permits.

JOHN OSKOUI, PE, Sr. Engineer



Education
- MS, Structural Engineering, Cal-State Fullerton
- BS Civil Engineering, University of North Carolina

Registrations/Certifications
- Registered Civil Engineer

Highlights

Mr. Oskoui, has over 30 years of past experience in City and County Public Works and has worked at several public agencies in Southern California:
- City of Downey – Assistant City Manager and Public Works Director
- Anaheim Union HS District – Director of Planning, Design and Construction
- Advanced Applied Engineering – Vice President of City Services
- Long Beach Unified School District – Director of Maintenance and Work Control
- City of Lynwood – Engineer/Assistant PW Dir/Director of Facilities

JOSEPH DEPERALTA, PE, QSD, Sr. Engineer



Education
- BS in Civil Engineering

Registrations/Certifications
- Registered Civil Engineer

Highlights

Mr. Peralta has approximately 30 years of experience. His experience includes working as contract/consultant City Engineer, Plan Checker, Design Engineer for various Cities. His experience includes dealing, coordinating and navigating thru the permitting processes with municipal, county and state level and other governmental agencies, architects and consultant, utility companies, and regional entities, including Caltrans, Water Quality Board, AQMD, US Corps of Engineers, Department of Fish and Game, Union Pacific Railroad and others.

MOHAMMAD MOSTAHKAMI, PE, Sr. Engineer



Education
- BS in Civil Engineering

Registrations/Certifications
- Registered Civil Engineer

Highlights

Mr. Mostahkami has over 35 years of experience. His experience includes working for various Public Agencies as Public Works Director, City Engineer, Project Engineer, Plan Checker, Designer, including for the Cities of:
- Downey, PW Director
- South Gate, PW Director, City Engineer,
- Arcadia, Civil Engineer.

JEFFREY KAO, PE, CBO, CASp, ICC Certified Building Official, Plans Examiner and Inspector



Education
- MS, BS Civil Engineering, Cal Poly

Registrations/Certifications
- Registered Civil Engineer; CASp
- ICC Certified Building Official, California Building Plans Examiner, CalGreen Inspector, CalGreen Plans Examiner, Mechanical Plans Examiner, Plumbing Plans Examiner, Building Inspector

Highlights

Mr. Kao has over 20 years of experience and has been working at Transtech as Deputy Building Official, Senior Plans Examiner, On-Site Over the Counter Plans Examiner and performed plan checks for a variety of residential and commercial projects in Cities of Alhambra, South Pasadena, and Temple City. Mr. Kao has broad knowledge of building and safety operations, including working in the capacity of Deputy Building Official and Plans Examiner. His past experience includes working as a structural engineer for 4 years at a structural design firm.

BAHMAN JANKA, TE, Sr. Traffic Engineer



Education
- MS, BS in Civil Engineering

Registrations/Certifications
- Registered Traffic Engineer

Highlights

Mr. Janka has over 35 years of experience in Traffic Engineering and Transportation Planning.

He has served as City Traffic Engineer and Transportation Director for public agencies, including:
- City of Pasadena, California: Transportation Administrator
- City of Santa Clarita, California: City Traffic Engineer
- City of Fremont, California: Associate Transportation Engineer
- City of Palo Alto, California: Associate Transportation Engineer
- Entranco Engineers, Bellevue, Washington: Transportation Engineer.

JANA ROBBINS, PTP, RSP, Sr. Transportation Planner



Education
- BA, Cal Poly Pomona

Registrations/Certifications
- Licensed Professional Transportation Planner

Highlights

Ms. Robbins has over 25 years of experience. She serves as one of Transtech representatives at various Cities, prepares traffic safety and calming studies, stop and signal warrants/studies, traffic impact studies, traffic calming reports, parking studies, responds to requests from Public and City Officials and attends Traffic Commission, Planning Commission, City Council Meetings as well as Design Review Board meetings. On behalf of client Cities, reviews traffic impact studies and parking analysis submitted by developers and represents contract Cities at Commission meetings when these projects are reviewed. She works directly with staff in the departments of public works, planning, engineering, and community development at each client city. She attends community forums and neighborhood block meetings to discuss and answer questions about current and future traffic conditions. She prepares traffic impact studies for development projects in Southern California, which involves the coordination with developers, as well as local and regional agencies.

JEFFREY HIRSH, Sr. Project/Construction Manager/Inspector



Education: SDSU, College Level Classes

Registrations/Certifications: Cal OSHA 10 hour construction certified; Construction Site Storm Water Training

Highlights: Jeffrey Hirsh has approximately 25 years of experience in general engineering/public works and building construction projects. He has worked in the capacity of foreman, site superintendent and project manager. In these capacities, he has been involved in a wide variety of private and public works construction projects in Type A (General Engineering) and Type B (Building) construction. He has knowledge of standards and procedures for public agencies, including the Green Book, Caltrans, and has extensive experience in traffic control, safety and OSHA compliance requirements. Mr. Hirsh also has experience in inspecting federally funded projects to ensure compliance with the Caltrans LAPM. Jeffrey's prior experience includes: *2013-214, PSBI Parking Structure Construction:* Sr. Superintendent; *1995-2013, Harwood Homes, Inc.* Managed 35 Development Projects; *1992-1995, Overland Company:* Site Superintendent – SFR Tract Home Development; *1985-1992, Cambridge Development:* Site Superintendent/Assistant Superintendent

CRAIG M. WHEELER, Sr. Project/Construction Manager/Inspector



Education: BA

Registrations/Certifications: NASSCO-Certified Inspector (Pipeline, Lateral and Manhole Assessments); Licensed A General Eng. Contractor

Highlights: Mr. Wheeler has more than 30 years of experience in engineering and construction in both the public and private sectors. He has provided project management and inspection services on a wide variety of public works projects. His experience includes pavement rehab, ADA, sidewalk, curb&gutter, grading, wet and dry utilities, roadway reconstruction and resurfacing, bridge construction and rehabilitation, water and sewer lines, RCP or RCB storm drains, pump stations, booster pump stations, street lights, traffic signals-new and upgrade/modifications, parks, parking lots, structures

and other related types of projects. As a project manager and construction inspector, Mr. Wheeler's responsibilities include site observation and construction quality assurance and control, ensuring general site safety, preparing daily reports, photo documentation, monitoring SWPPP and BMP implementation, providing daily updates to the City project manager, providing recommendations and responses for contractor RFIs, assisting with submittal and shop drawing reviews, tracking quantities, and conducting progress payment reviews. He has inspected projects that are funded with State and Federal Funds and is familiar Caltrans LAPM for Contract Administration.

EARL FRASER, Registered Constr. Inspector, QSP, Sr. Project/Construction Manager/Inspector



Education: BA
Registrations/Certifications: Registered Construction Inspector by American Construction Inspectors Association; QSP (Construction General Permit Qualified SWPPP Practitioner)
Highlights: Mr. Fraser has approximately 30 years of experience. He is a Registered Construction Inspector by American Construction Inspectors Association. He is also certified as QSP (Construction General Permit Qualified SWPPP Practitioner). His experience includes inspection local roads, pavement rehab, ADA, grading wet and dry utilities. As Sr. Inspector/Construction Manager, he performs a wide variety of tasks to ensure the project progresses on schedule, is in compliance with approved plans and specifications, and effective communication and information flow is maintained with project participants. He has inspected projects that are funded with State and Federal Funds, and is familiar Caltrans LAPM for Contract Administration.

KEITH A. WYATT, Sr. Project/Construction Manager/Inspector



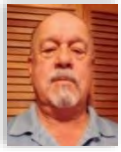
Education: BA, UC Irvine, CA
Registrations/Certifications: Union Carpenter Apprenticeship School; 10-Hr, 30-Hr. OSHA; SWPPP Certified; FEMA Training: IS-3, IS-100.PWb, IS-200.b, IS-325, IS-552, IS-556, IS-700.a, IS-800.a, IS-803, IS-806, IS-809, IS-907; ICC: Building, Electrical, Mechanical, Plumbing
Highlights: Mr. Wyatt has approximately 25 years of experience in the construction field in building and engineering/public works projects. He has worked in the capacity of superintended, project manager and construction manager for consulting firms, as well as construction companies. In these capacities, he has been involved in a wide variety of private and public works construction projects in Type A (General Engineering) and Type B (Building). The projects include, but not limited to, construction of new buildings, seismic upgrades, ADA upgrades, TI improvements, site development, roads, parking facilities, utilities, etc. The type of buildings includes community centers, schools, hospitals, warehouses, distribution centers, and various other projects. He managed projects which involved Local Agencies; CA Department of General Services (DGS); CA Department of State Hospitals (DSH); CA Division of the State Architect (DGS); CA Office of Statewide Health Planning and Development (OSHPD).

ROBERT GARCIA, Inspector



Education: California State University, Los Angeles, Continuing Education/Public Works Construction Inspection Course; California State University, Sacramento, Water Program/Operation and Maintenance of Wastewater Collection Systems
Highlights: Mr. Garcia has approximately 30 years of experience, of which 20 years has been working as the City Public Works Inspector for the City of Palmdale. His experience includes inspecting of all types of public works construction project: roadway construction, pavement rehabilitation, signals, grading, storm drains, sewer mains, concrete structures, sidewalks, and gutters. He also worked on county, state and federal funded projects. Mr. Garcia provided public works inspection services to the following Transtech client Cities: City of Hesperia, Public Works Inspector; City of Commerce, Public Works Inspector.

CLEMENTE ELIZALDE, Traffic Signal Inspector



Education
- San Bernardino Valley College, with a Major in Radio/Television, Communications and Electronics
- Chaffey College, with a major In Industrial Electricity, Motor starters and Operational amplifiers

Registrations/Certifications
- Certified International Municipal Signal Association "IMSA" level III Technician

Highlights
Mr. Elizalde has over 30 years of experience in Traffic Signal Systems inspection, maintenance and installation.

City of San Bernardino, 1985 to 2018, Traffic Signal Maintenance Department, various positions:

- Street Lighting Electrician
- Traffic Signal Technician II
- Traffic Signals Technician III
- Lead-Person for Traffic Signals, Street Lighting and Signs.
- Street Signal/Lighting and Signs Supervisor

DUANE THAN TUT, Inspector



Education

- BSLA, University of California at Davis

Registrations/Certifications

- American Society of Landscape Architects (ASLA)
- QWEL

Highlights

Mr. Tut has approximately 25 years of experience. His experience includes working as, Project Manager and Construction Manager on various projects (including regional and international projects) from project inception to closeout. He has prepared from Concept to Construction Administration for public parks throughout California. Highlighted projects are:

- Primrose Park, Temple City, CA. Cost: $2m
- Los Angeles Mission College Baseball and Softball Fields, CA
- Streetscape for City of Lomita, CA
- North Verdugo Park, Glendale, CA
- Pacific Park, Glendale, CA
- Santiago Park, Santa Ana, CA: Cost: $3m
- Lions Park, Costa Mesa: Cost: $1m
- Brio Park & Oeste Splash Pads, City of La Habra, CA.
- Concept for Norm Ross Sports Complex, City of Stanton, CA for Prop 68 funding City CIP program including managing consultant contracts.

JAMES PAGANI, DSA Certified Accessibility Specialist, CHST, Inspector



Education: BA, Goucher College

Registrations/Certifications: BCSP Constr. Health and Safety Technician; CalOES SAP Evaluator; DSA Certified Accessibility Specialist; FEMA Training: IS-3, IS-100.PWb, IS-200.b, IS-325, IS-552, IS-556, IS-700.a, IS-800.a, IS-803, IS-806, IS-809, IS-907; ICC: Building, Electrical, Mechanical, Plumbing; OSHA 30 Hour Trained

Highlights: Mr. Pagani has approximately 15 years of experience in public works construction management and inspection. Mr. Pagani has thorough knowledge and understanding of construction both on the jobsite and in the office, experience working with the various trades, designers, and managers of many different types of projects. Examples of his project experience as Public Works Inspector/Construction Manager includes: City of Rialto, Public Works Encroachment Permit Inspections; City of South El Monte, Public Works Encroachment Permit Inspections; Primrose Park Improvements, City of Temple City; FY 20/21 Pavement Rehab, City of West Covina; Previous Experience -Koury Engineering, Combination Inspector.

ANDY CARLTON, Inspector



Education: Computer Science, California State University, Fullerton

Highlights: Mr. Carlton has approximately 15 years of experience, of which 5 years are in Inspection. Mr. Carlton works as Public Works Inspector capacity at various Transtech client cities, which include Temple City, Commerce, South El Monte as Public Works Inspector issuing encroachment permits to various public works projects. His inspection experience in this capacity includes steel, masonry, concrete sidewalks, curb ramps, curb & gutter, driveways, on-site & off-site grading, trenching, traffic control measures, and street pavement. Recent projects representative of Mr. Carlton's recent PW inspection experience include: City of Pico Rivera, METRO, Hot Spots Intersection Improvements Rosemead Boulevard at Slauson Avenue; City of Commerce, Atlantic Boulevard Improvements as part of METRO Call for Projects; City of South Gate, Safe Routes to School (SR2S) Cycle 10 Improvements Project.

JORGE PAZ, EIT, Associate Engineer, Project Management/Inspection/Office Engineering/RE Support



Education: B.S Civil Engineering, Cal Poly Pomona
Registrations/Certifications: EIT
Highlights: Mr. Paz has approximately 2 years of experience in Public Works Engineering and Project Management. He works at various cities under Transtech's Municipal Contracts in support of managing Capital Improvement Projects. He also serves as Office Engineer on construction projects and assists Resident Engineers and Construction Managers with contract administration, document control, contract compliance.

FURKAN. CETINKALE, Associate Engineer, Project Management/Inspection/Office Engineering/RE Support



Education: BS, Cal Poly Pomona, Industrial Engineering; MS, Cal Poly Pomona, Engineering Management
Highlights: Mr. Cetinkale has approximately 7 years of experience in the construction. He has extensive experience in all phases of projects, including planning/development, entitlement and permitting bidding, construction, close-out, full-life cycle, project workflow, operations/systems development, scheduling, cost and budget control, contract negotiations, change order management, bid preparation, safety**.**

BRIAN CERVANTES, Associate Engineer, Project Management/Inspection/Office Engineering/RE Support



Education: B.S Civil Engineering, Cal Poly Pomona
Highlights: Mr. Cervantes has approximately 2 years of experience in Public Works Engineering, and Transportation and Traffic Engineering. He works in the Public Works Department/City Engineering at Transtech's client Cities assisting City Engineers and Public Works Directors. He also serves as Office Engineer on construction projects and assists Resident Engineers and Construction Managers with contract administration, document control, contract compliance.

MELISSA DEMIRCI, RSP, Principal, Municipal Services Contract Manager



Education

- BS Civil Engineering, Cal Poly Pomona

Registrations/Certifications

- Licensed Roadway Safety Professional

Highlights

Ms. Demirci has over 12 years of experience in Contract and Project Management. She oversees our municipal contracts and will service as the Contract Principal for this contract. She has her BS Degree in Civil Engineering from Cal Poly Pomona. She coordinates and interfaces with Transtech's Building and Safety Division to develop special projects to ensure a successful applicant experience during the plan review, permit issuance and inspection process. Her prior experience includes working at the City of Los Angeles, Mayor's Office Energy and Environment Team.

Appendix1- ADDENDA

RFQ requires:

- State if any addendums have been received and include in the Proposal.
  - *Receipt of Addendum 1 dated June 4, 2024 is acknowledged. Copy of Addendum is included in SOQ Section Appendix1- ADDENDA.*

As required, copy of Addendum 1 is provided:

DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

2024 City of Gardena RFQ On-Call Professional Services

5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

Appendix2 - INSURANCE

Transtech's current Insurance Info is provided below. If selected by the City for this project, we will appreciate the opportunity of having our Attorney discuss the final contract language to ensure our insurance is in compliance with current laws and regulations and meets the City's requirements with the City's Attorney. Following items may be discussed:

- For insurability purposes, any duty to defend which is not expressly deleted or defined as a reimbursement to the extent of the adjudicated negligence will present insurability issues.
- Insurance may not cover payment for any of the City's' defense related cost prior to a final determination of liability or to pay any amount that exceeds Contractor's finally determined percentage of liability based upon the comparative fault of Contractor. Consultant should reimburse all reasonable attorneys' fees as part of City's total damages tied directly to Consultant's determined percentage of fault.
- For insurability purposes, one of the most important contract terms is to ensure the word "negligent" is evident in the indemnity clause. Absent a negligence trigger for claims, a client or owner could present claims with no allegations of negligence, and the professional liability may have coverage implications. Inserting "negligent" acts, errors, or omissions can help make the entire indemnity subject to an appropriate standard of care.
- Many contracts use phrases such as: "arising out of or in connection with". This can allow the certificate holder to assert claims that vaguely involve our scope of services. By replacing such phrases with "but only to the extent actually caused by", the claimant must establish that the negligence was the proximate cause of the damage, otherwise known as direct causation, would be insurable.
- For insurability purposes, we suggest limiting the obligation to only those parties with whom we have the contract, or who are in direct contractual privity to the project owner.

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 1/10/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
AssuredPartners Design Professionals Insurance Services, LLC
3697 Mt. Diablo Blvd Suite 230
Lafayette CA 94549
License#: 6003745

CONTACT NAME: Sandy Peters
PHONE (A/C, No, Ext): 626-696-1901 FAX (A/C, No):
E-MAIL ADDRESS: CertsDesignPro@AssuredPartners.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Travelers Casualty and Surety Co of America	31194
INSURER B : Travelers Property Casualty Company of America	25674
INSURER C : The Travelers Indemnity Company of Connecticut	25682
INSURER D : Hartford Casualty Insurance Company	29424
INSURER E :	
INSURER F :	

INSURED
TRANENG-09
Transtech Engineers, Inc.
909-595-8599
13367 Benson Ave
Chino CA 91710-3009

COVERAGES **CERTIFICATE NUMBER:** 1147308474 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
B	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X Contractual Liab Included GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT X LOC OTHER:	Y	Y	6805H737478	12/31/2023	12/31/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 1,000,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
C	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY X NoOwnedAutos	Y	Y	BA3R067451	12/31/2023	12/31/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 1,000,000 $ $ $ $
B	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 0	Y	Y	CUP4F17434A	12/31/2023	12/31/2024	EACH OCCURRENCE AGGREGATE $	$ 5,000,000 $ 5,000,000 $
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N N / A		57WEGAA5O8A	9/1/2023	9/1/2024	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000
A	Professional Liability			107328311	12/31/2023	12/31/2024	Per Claim Aggregate Limit	$2,000,000 $4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Insured owns no company vehicles; therefore, hired/non-owned auto is the maximum coverage that applies. Professional Liability is E&O Liability.
The Umbrella Policy is follow form to its underlying Policies: General Liability/Auto Liability/Employers Liability/Employee Benefits Liability.
RE: All operations as pertains to the named insured -- The City of Banning, its officers, officials, employees and agents are named as an additional insured as respects general & auto liability as required per written contract. General Liability is Primary/Non-Contributory per policy form wording. Insurance coverage includes waiver of subrogation per the attached endorsement(s). Professional Liability policy has a retro date: 1/1/1989. Cancellation: 30 day notice/10 day for non-pay, will be sent to the certificate holder.

CERTIFICATE HOLDER

CANCELLATION 30 Day Notice will be sent to holder

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Sandy Peters

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- For insurability purposes, in the event of any dispute between the Parties related to this Agreement or this Project, we recommend that the Parties agree to first negotiate in good faith toward a resolution with participation by representatives of each Party holding sufficient authority to resolve the dispute. If such dispute cannot be resolved in this manner, before any action or litigation is initiated other than as required to secure lien rights, the dispute should be submitted to mediation using the American Arbitration Association or another mediator as mutually selected by the Parties. Such mediation should be completed within a reasonable period of time following either Party's written demand with each Party to bear an equal share of the mediation fees and its own respective attorney and consultant fees and costs."

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH VERDE DESIGN, INC

This Agreement is entered into this 10th day of September, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **Verde Design, Inc,** a CA Corporation ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:
      - Architecture and Landscape Architecture

   B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

   C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

   D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until **September 9, 2027 (3-yr term),** with an option to extend for one additional two-year at City's discretion, unless earlier terminated as provided below.

   A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

   B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

   C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the

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services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Qualification ("RFQ"), **Exhibit A**, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's Response to City's RFQ, also known as the Statement of Qualifications (SOQ), which is incorporated herein as **Exhibit B**. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) Exhibit A (c) Exhibit B.

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by

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this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee schedule set forth in Exhibit B. Consultant's total compensation shall be based on each proposal the consultant submits and the City accepts for the services requested on a particular project.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall

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be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy shall be issued by an insurance company which is admitted to do business in the State of California.

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5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of

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losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence,

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recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

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16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

    Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge,

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publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination

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based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works/City Engineer
To Consultant:	Verde Design, Inc. 2455 The Alameda Santa Clara, CA 95050 Attn: Mark Baginski Principal

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware

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that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover

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attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

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IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

Tasha Cerda, Mayor

ATTEST:

Mina Semenza, City Clerk

APPROVED AS TO FORM:

Carmen Vasquez, City Attorney

CONSULTANT – Verde Design Inc.

Derek McKee
Name

Sign: Derek McKee
Title: President

Mark Baginski
Name

Sign: Mark Baginski
Title: Principal / Secretary

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Exhibit A

Request for Qualifications (RFQ)

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CITY OF GARDENA

PUBLIC WORKS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ)

FOR

GENERAL CIVIL ENGINEERING DESIGN, CONSTRUCTION MANAGEMENT & INSPCTION, TRAFFIC ENGINEERING, ARCHITECTURE AND LANDSCAPE ARCHITECTURE, GEOTECHNICAL ENGINEERING/GEOLOGY AND MATERIAL TESTING, AND STAFF AUGMENTATION
ON-CALL PROFESSIONAL SERVICES:

MAY 2024

Memoranda:

Qualifications Due: **Thursday, June 13, 2024, 2:00 p.m. PST.**
City of Gardena Public Works Department: (310) 217-9568

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SECTION I

NOTICE OF REQUEST FOR QUALIFICATIONS

On-Call Professional Engineering, Architecture, and/or Landscape Architecture Services

NOTICE IS HEREBY GIVEN that the City of Gardena is requesting Statements of Qualifications (SOQ) from professional engineering, architecture, and/or landscape architecture consulting firms to provide on-call services related to our Public Works Capital Improvement Program and General Engineering. The work will be assigned on an as-needed basis for various projects in the City.

The Request for Qualifications (RFQ) provides information on the City of Gardena, the required scope of services, the consultant selection process, and the minimum information that must be included in the RFQ response. Proposals will be evaluated based on the overall best value to the City, considering factors such as quality, service, price, and any other criteria outlined herein, including but not limited to, the proposer's ability to meet the requirements, qualifications, and competencies set forth in the RFQ.

The Request for Qualifications (RFQ) can be obtained at http://www.cityofgardena.org/rfps/

Questions regarding this RFQ shall be directed to Kevin Kwak at (310) 217-9643 or kkwak@cityofgardena.org.

BACKGROUND

The City of Gardena is located in the South Bay region of Los Angeles County, California, and was incorporated on September 11, 1930, as a general law city. It operates under the Council-Manager form of government. The population is approximately 62,000, occupying approximately six (6) square miles. It is primarily built-out, with a few remaining undeveloped parcels and a 9.4-acre wetland preserve, Gardena Willows Wetland Preserve. Gardena is bordered by the cities of Torrance, Hawthorne, Carson, Los Angeles (L.A.), and the County of Los Angeles, including their unincorporated areas.

The Gardena roadways are divided into three (3) major street classifications: Arterial (26.8 Centerline miles), Collector (28.7 centerline miles), and Local (57.5 centerline miles). Combined, the entire network consists of 113 centerline miles of streets with a weighted average PCI of 81.

The existing city-owned wastewater collection system comprises approximately 89 miles of gravity collection system pipes ranging from 6 to 12 inches, approximately 2,080 manholes, and one lift station and its associated force main. The collection system pipes within the City discharge to the LACSD interceptor at over 100 locations.

The existing stormwater collection system consists of approximately 29 miles of gravity pipe system (City SD = 12 miles & LA County SD = 17 miles) and 795 total catch basins (City CB = 216 & LA County CB = 579). The collection system pipes within the City primarily discharge to the Dominguez Channel.

Lastly, note that Gardena's water system is operated and maintained by Golden State Water.

The City has six (6) parks with community buildings, two gymnasiums, and a parkette. Additionally, the Gardena Wetland Preserve is situated next to Johnson Park. The City is currently constructing a new pool and senior center community center. Furthermore, the newly acquired Chase Bank Building on Rosecrans

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Boulevard is slated to become a new Community Center, and Mas Fukai Park is in the construction document phase for improvements.

SUBMITTAL DEADLINE

Complete proposal/Statement of Qualification must be submitted no later than **Thursday, June 13, 2024, at 2:00 p.m. PST.** Three (3) hard copies and one complete PDF copy (on CD or memory stick) shall be address to:

City of Gardena
Public Works Department
1717 West 162nd Street
Gardena, CA 90247-3778
Attn: Kevin Kwak, Assistant Public Works Director

The City currently anticipates conducting the selection process according to the following schedule, which is subject to revision. The City reserves the right to modify the schedule as needed.

May 9, 2024	RFQ Released
June 3, 2024	RFI Deadline
June 13, 2024	Proposal/SOQ Deadline
July 9, 2024	Staff Short List Selection
July 23, 2024	City Council Review/Approval

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SECTION II

SCOPE OF SERVICES/SCOPE OF WORK

The City of Gardena would like the selected firms to provide professional on-call engineering, architecture, and/or landscape architecture services (including Construction Documents, PS&E, technical memoranda, research studies, plan checks, testing, etc.) for City projects to support the Public Works Department. The City intends to select between three and five (3-5) consultants for each respective service category, with the exception of only one or two consultants for Geotechnical Engineering/Geology/Material testing. However, the actual number of consultants selected may be subject to change based on the number of responses and qualifications.

The award agreements are to provide on-call services for a period of three (3) years. The agreements may be renewed at the City's discretion for up to two (2) additional years, subject to satisfactory performance during the initial three-year term. The initial three-year term is anticipated to commence in September 2024 and end in September 2027. The City encourages firms to submit qualifications for any or all parts of the key services listed below to be eligible for placement on the qualified on-call/as-needed list for each service category separately.

At the City's discretion, selected firms will be assigned projects based on their qualifications in relation to the project(s) scope of work, or requested to submit a proposal, on an as-needed basis for various projects in the city. **The City does not guarantee that successful firms will be provided with any projects**.

MINIMUM QUALIFICATIONS

Only those consultants with verifiable experience related to the services requested in this solicitation will be considered during the evaluation process. Consultant staff assigned to execute the scope of services must have relevant experience in providing the necessary services as described in the scope. All personnel assigned to the work must possess appropriate certification or registration as required by state and local agencies.

SCOPE OF WORK

Selected firms will report to and operate under the direction of the City of Gardena Public Works staff to provide professional engineering, architecture, and/or landscape architecture services to the City. In general, the selected consultants will be expected to provide services and staffing for the following categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

Consultants may submit qualifications for one or more of the service categories requested; **however, separate proposals and letter of transmittals must be submitted for each category.**

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GENERAL CIVIL ENGINEERING DESIGN

Provide complete design services for Capital Improvement Program projects. Example services include, but not limited to:

- Plan preparation for street improvements, repair, rehabilitation, or other related street improvements.
- Plan preparation for storm drain and sewer improvements, upgrades, modifications, extensions, repair, or rehabilitation.
- Preparation of hydrology and hydraulic analysis and reports.
- Preparation of WQMP's, SWPPP's or related NDPES documents/reports.
- Geotechnic engineering and material testing as needed.
- Preparation of project technical provisions.
- Preparation of detailed cost estimates.
- Perform mapping and prepare legal descriptions for right of way acquisitions, easements, etc.
- Provide design and construction surveys.
- Provide construction assistance.
- Coordination with, and approvals from other permitting agencies and utility companies.

CONSTRUCTION MANAGEMENT AND INSPECTION

Provide complete construction management and inspection services for CIP, including park renovations, and facility construction/ modifications/ modernizations. Including, but not limited to:

- Coordinate and lead project construction meetings.
- Lead all meetings during the construction from pre-construction to final closeout.
- Provide and maintain project files/documents per City template.
- Provide and supervise construction observations/inspections for CIP projects such as streets, sewer, storm drain, parks and facilities.
- Provide construction inspection services in grading, street improvements, drainage, SWPPP/erosion control, paving, sewer, water, and franchise utilities.
- Provide public contract administration (i.e. CCO, Daily logs/report, Weekley Statements, Notices, labor compliance/enforcement).
- Provide utility company coordination.
- Provide labor compliance/enforcement as needed.
- Assure contractor to maintain a set of as-built plans.
- Schedule the final walk-through inspections and prepare a "punch-list".
- Collect and review the Certified Payrolls as needed.
- Assume contractor to obtain all necessary permits.
- Provide constructability review, quantity take-off and cost estimates as needed.

TRAFFIC ENGINEERING

Provide traffic design engineering and/or study/analysis services for signal and signing, striping, grant writing, and all related services, including but not limited to:

- Improvements associated with traffic signal design.

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- Preparation of signing, striping, signal modifications, detour, and traffic control design
- Preparation of special traffic studies
- Conducting signal synchronization studies (before and after synchronization travel time), utilizing HCM method for LOS, as well as Los Angeles County standards.

ARCHITECTURE AND/OR LANDSCAPE ARCHITECTURE

Provide architecture and/or landscape architecture professionally services for public facilities. Including, but not limited to:

- Provide conceptual design, master plan, feasibilities study and envelope evaluations.
- Renovation and/or expansion of existing public facilities.
- Preparation of landscape/planting plans and irrigation.
- Parking lot and hardscapes improvements.
- Playground layout and play structure design/upgrade.
- Preparation of project special provisions and technical specifications
- Provide cost estimates.
- Provide constructability review and construction support.

GEOTECHNICAL ENGINEERING, GEOLOGY AND MATERIAL TESTING

Provide complete design, construction, or assistance services for City improvement projects and/or investigations. Services include, but are not limited to:

- Complete soils investigation and preparation of Geotechnical Engineering reports and studies, such as pavement design, grading requirements, retaining wall parameters, slope stability analysis, sinkhole/voids investigation and analysis, etc.
- Laboratory work related to all aspects of Geotechnical Engineering.
- Provide construction inspection for items such as asphalt concrete, aggregate base, and concrete placement during construction, grading excavation, and backfill.
- Provide testing services such as field compaction and laboratory testing of soils, aggregates, asphalt, and concrete.

STAFF AUGMENTATION SERVICES (*Firms may submit only for positions or service they provide*.)

Provide qualified and available personnel to provide professional staff augmentation services and/or backfill various positions and classifications within the Engineering Division on short notice. Positions include but are not limited to: Engineer(s), Permit Technician(s), and Inspector(s) and perform duties as an “Acting” City representative. Positions may require personnel reporting to City offices.

Immediately the City plans to augment one (1) Associate, Civil, or Senior Civil Engineer based on the qualification and best fit for the City. Other categories of augmentation services are not currently needed, however will be requested as needed.

Sample duties include, but not limited to:

- Engineer(s) general requirements (**Identify an Engineer with resume and proposed classification; Associate, Civil, or Senior Civil Engineer**) -

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- Able to work minimum 20 hours per week or more. The City is open to accepting full-time services as well.
- Perform mathematical computations and estimates.
- Simultaneously handle several tasks and continue to reestablish priorities.
- Communicate clearly and concisely with others, orally and in writing.
- Ability to establish and maintain effective team relationships with all internal and external customers.
- Able to operate Microsoft Office and AutoCAD.
- Able to perform in indoor and outdoor environments with exposure to the elements.
- May be required to pass a security/background check and a drug test prior before providing any services to the City.
- Must maintain a valid California Drive License.
- You may be required to work more than 40 hours a week and/or work irregular hours, particularly during emergency situations.
- Typical working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. or 9/80 schedule from 7:30 a.m. to 5:30 p.m.
- Civil and Senior Engineer positions require a California Professional Civil Engineering license.
- May be required to arrange for the City to interview a candidate, at the Consultant's expense, for a period of up to one (1) hour.

Typical Responsibilities – The staff will be under general direction of Engineering Division Manager, performing and overseeing various CIP projects from preliminary design to final construction. Examples of duties and responsibilities are as follow:

- Prepares RFP/RFQ for design and Construction Management and Inspection (CMI) services.
- Prepares and/or oversees design Plans, Specifications, & Estimates (PS&E).
- Prepares and leads project bid processing, writes council agenda report, and executes contract.
- Oversees CMI services.
- Prepares Caltrans required submittals and coordinates review process (i.e. PES, E76
- and Contract award packages).
- Performs minor drafting, computing, and checking field operations as related to the layout and construction of pavement, curbs, gutters, sidewalk, traffic, utilities and other CIP.
- Performs LA Metro required project reporting, reimbursement process, etc.
- Interprets and applies GREENBOOK, Caltrans Standards, City Standards, and other laws and regulations relating to CIP projects.

- Provide Permit Technicians to assist public at Engineering public counter (Not required to identify personnel at this time).
- Provide Construction Inspection services (Not required to identify personnel at this time), such as:
  - CIP projects such as street rehabilitation; sewer or storm drain improvements, facility modifications and improvements; park rehabilitation and improvements.
  - Private development including paving, utilities, sewer, storm drains, paving, etc.
  - Repairs and improvements by private utility companies.

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SECTION III

SUBMITTAL REQUIREMENTS

The Proposal package shall be organized and presented in a neat and logical format relevant to the services requested. Submittals shall be clear, accurate, concise, and comprehensive. There is no page limitation, however, excessive, or irrelevant material will not be favorably received.

The Proposal should be in the order below and include the following:

- Cover
- Cover Letter
    - Clearly indicate the on-call service category.
    - Express why Consultant is interested in the RFQ.
    - Include contact information for the person responsible for the Proposal and who will be the point of contract for the City.
    - Include any unique attributes or distinguishing characteristics which would be of value to the City.
    - State if any addendums have been received and include in the Proposal.
    - Statement regarding acceptance of Agreement and insurance requirements.
    - Letter shall be signed by an officer of the firm who is authorized to bind the firm to the contract. Include a statement to this effect.
- Firm Qualifications and Experience
    - Describe firm's background and experience.
    - Describe your firm's strengths.
    - State how your firm produces deliverables free of errors and how you will address erros if they occur.
    - Include experience and technical competence of subconsultants.
    - Familiarity of regional grants/competitive funds (SBCCOG & LA Metro)
- Key Personnel and Experience
    - Experience and history performing directly for local agencies within the last five years.
    - Include subconsultants if any.
- Organization Chart
- Similar Projects/Services
    - Brief description of the project scope, personnel involved and their roles, plus agency and contact information of agency Project Manager/Engineer.
    - Projects that the firm was the prime consultant and responsible for management of any subconsultants.
- References
    - Current contact information related to projects completed within the last five years.
- Fee Schedule
- Resumes

Note: All licensed professionals in 'responsible charge' working on City projects (Engineers, Architects, Landscape Architects, and/or Surveyors) are required to disclose all disciplinary actions against them, including any future actions. Please provide a copy of any disciplinary actions with the proposal submission. Additionally, provide a statement if there are no disciplinary actions.

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SECTION IV

FEE SCHEDULE

A fee schedule should be included in the Proposal. This schedule should comprise a comprehensive list of positions and labor rates for all services provided by the prime consultant and all subconsultants. Rates should cover all necessary resources, including labor, equipment, materials, incidental reports, transportation, etc. Any percentage markup of subconsultant invoices shall be specified.

The fee schedule should remain fixed throughout the initial term of the Agreement unless formally amended by the City Council. Adjustment of the fee schedule can be negotiated if the City renews the Agreement.

The City is subject to prevailing wage laws, which apply to professional service providers and their subconsultants for whom the Department of Industrial Relations has established a wage determination. This includes, but is not limited to, Field Soils Materials Testers, Operating Engineers, Surveyors, and Building/Construction and Specialty Inspectors.

Prevailing wage requirements apply when a Consultant and/or Consultant Team is awarded a contract for a specific project, which is designated by the issuance of a City Purchase Order.

SECTION V

SELECTION/EVALUATION CRITERIA

The Proposals will be evaluated by City of Gardena Public Works Department staff. The evaluation criteria will include:

- Presentation, completeness, clarity, organization, and conformance to the RFQ content.
- Project Manager's experience related to the City's requirements and needs.
- Familiarity/Experience related to the South Bay Cities Council of Governments (SBCCOG), Los Angeles County Metropolitan Transportation Authority (Metro), and Caltrans project programs, funding opportunities, grant writing, and their requirements.
- Qualifications and resumes of staff members, subconsultants, and organization chart.
- Similarity of the firm's referenced projects completed within the last five years to the City's expected projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- References.
- Fee schedule.

During the evaluation period, the City may conduct negotiations with the most qualified consultants. However, consultants should note that an award may be made without negotiations or discussions.

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SECTION VI

GENERAL CONDITIONS

By submitting a Proposal, the Consultant represents that they have thoroughly examined and become familiar with the requirements of this RFQ and are capable of performing quality work to achieve the objectives of the City.

The City reserves the right to withdraw the RFQ at any time without prior notice. The City makes no representations that any Agreement will be awarded to any Consultant responding to this RFQ. The City reserves the right to extend the deadline for Proposals, postpone reviewing the Proposals for its own convenience, reject any and all Proposals without indicating any reasons for such rejections, and negotiate with any qualified consultant. The City does not guarantee that successful firms will be provided with any projects.

The successful consultant(s) and sub-consultants are required to obtain and maintain a City of Gardena business license and insurance. The license and insurance shall be maintained for the duration of the Agreement. A current business license is not a prerequisite for submittal of the qualifications.

The City is not liable for any costs incurred by the Proposers before entering into a formal agreement. Costs for developing the Proposal or any other such expenses incurred by the Proposer in responding to this RFQ and entirely the responsibility of the Proposer and shall not be reimbursed by the City.

The City is not responsible for Proposals which are delinquent, lost, incorrectly marked, sent to the wrong address, or sent by mail or courier service and not signed for by the City.

SECTION VII

AGREEMENT AND INSURANCE

The City's standard Professional Services Agreement is included in Appendix A. The Consultant will be expected to enter into the Agreement without substantive changes. Any changes will require approval by the City Attorney. If there are any exceptions or if there are no exceptions, a statement to the effect shall be included in the proposal as well.

The City's standard insurance requirements are included as part of the standard Professional Services Agreement included in *Appendix A*. The consultant shall procure and maintain throughout the duration of this Agreement.

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SECTION VIII

APPENDIX "A"

Gardena Standard Professional Services Agreement

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CITY OF GARDENA
CONSULTANT AGREEMENT WITH XYZ

This Agreement is entered into this _____ day of _____, 2024, by and between the **City of Gardena**, a municipal corporation ("City") and **XYZ,** a [state] [type of entity] ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree, as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

A. Whereas, City is desirous of obtaining the as-needed professional on-call consultant services in the following category or categories:

- General Civil Engineering Design
- Construction Management and Inspection
- Traffic Engineering
- Architecture and Landscape Architecture
- Geotechnical Engineering, Geology and Material Testing
- Staff Augmentation

B. Whereas, Consultant has represented that it is qualified by virtue of experience, training, education and expertise to accomplish these services; and

C. Whereas, City has determined that the public interest, convenience and necessity require the execution of this Agreement; and

D. Whereas, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

2. **TERM OF AGREEMENT.** This Agreement shall commence upon execution and shall continue until completion, unless earlier terminated as provided below.

A. Either party may terminate this Agreement, without cause, by giving thirty (30) days written notice to the other party.

B. City may terminate this Agreement for cause by giving thirty (30) days written notice to Consultant. Lack of funding shall be considered cause for terminating this Agreement.

C. Upon termination, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) promptly deliver to City

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all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs payment to another consultant for Services, which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** Consultant agrees to provide the services as specified in the City's Request for Proposal (RFP), Exhibit A, attached hereto and incorporated herein by this reference ("services"). Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the agreed upon charges therefore as set forth in the written authorization. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **CONSULTANT'S PROPOSAL.** This Agreement shall include Consultant's proposal or bid to City's RFP, which is incorporated herein as Exhibit B. In the event of any inconsistency between the terms of the proposal and this Agreement, it shall be resolved by giving precedence in the following order: (a) The Agreement (b) The Request for Proposal (Exhibit A) (c) The Consultant Proposal or Bid (Exhibit B).

6. **PERSONNEL.** City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City. During the term of this Agreement, Consultant shall provide the services specified in the proposal. Such individual(s) shall not be replaced without the prior written consent of City.

7. **PERFORMANCE BY CONSULTANT.** Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

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8. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

9. **MONITORING OF CONSULTANT.** Consultant's performance of this Agreement shall be continuously monitored by the Public Works Director/City Engineer. Consultant shall be notified in writing of any deficiency in the performance of this Agreement in a timely manner by the Public Works Director/City Engineer. Consultant shall have five (5) business days from receipt of the notification to cure any deficiency to the reasonable satisfaction of the Public Works Director/City Engineer. All costs for such corrections shall be borne by Consultant and shall not increase Consultant's fees due hereunder. Should the Public Works Director/City Engineer determine that Consultant has not performed its obligation as stated in this Agreement in a satisfactory manner, City may terminate this Agreement for cause as specified in Section 2 above.

10. **COMPENSATION.** Consultant shall be compensated as follows:

    A. Amount. City shall compensate Consultant for services rendered pursuant to this Agreement at the rate specified in the attached fee proposal hereto and incorporated herein by reference. In no event shall compensation under this Agreement exceed **and 00/00 ($###.##)** without the prior written authorization of the City Council.

    B. Invoices and Payment. Payment by City to Consultant shall be made upon receipt and approval of invoices for Services rendered. For payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. City shall review the invoices to determine whether services performed, and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or City shall provide Consultant with a written statement objecting to the charges and stating the reasons therefor. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

    C. Expenses. Consultant shall not be entitled to any additional compensation for expenses.

11. **INSURANCE REQUIREMENTS.**

    A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any

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extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance – a policy for occurrence coverage for bodily injury, personal injury and property damage, with coverage at least as broad as Insurance Services Office Form CG 00 01, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance – a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Worker's Compensation and Employers Liability Insurance – a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions ("E&O") – a policy with minimum limits of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder. This policy

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shall be issued by an insurance company which is admitted to do business in the State of California.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

   a. Additional insureds: "The City Gardena and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."

   b. Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."

   c. Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Gardena, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Gardena shall be excess and not contributing with the insurance provided by this policy."

   d. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Gardena, its officers, officials, agents, employees, and volunteers.

   e. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-

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insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

H. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

12. **INDEMNIFICATION.** Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents, employees and volunteers, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents, employees and volunteers arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subconsultants, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subconsultants, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents, employees and volunteers based upon the work performed by the Consultant, its employees, and/or authorized subconsultants under this Agreement, whether or not the Consultant, its employees, and/or authorized subconsultants are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole negligence or willful misconduct of the City. Notwithstanding the foregoing, to

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the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity and defense shall be limited to the extend required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or misconduct of Consultant. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

13. **COOPERATION**. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

14. **INDEPENDENT CONTRACTOR**. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

15. **PERS ELIGIBILITY INDEMNIFICATION.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

    Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be

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paid by City for employer contribution and/or employee contributions for PERS benefits.

16. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

17. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

18. **CONFIDENTIALITY CLAUSE**. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal ("Confidential Information"). Confidential Information includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

    "Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

    HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

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Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

19. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES**. Contractor shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Contractor has a license. Contractor shall indemnify and hold City harmless against all claims raised against City based upon allegations that Contractor has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Contractor pursuant to this Agreement.

20. **WAIVER OR BREACH.** No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

21. **COMPLIANCE WITH LAWS.** Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

22. **CONFLICT OF INTEREST AND REPORTING.** Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this

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Agreement.

23. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, in activity pursuant to this Agreement.

24. **FORCE MAJEURE.** Consultant shall not be in default for failing to perform in accordance with the terms of this Agreement if such failure arises out of causes beyond the control and without the fault or negligence of Consultant.

25. **ASSIGNMENT.** Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City. Such consent by City shall not be unreasonably withheld. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

26. **NOTICES.** Whenever it shall be necessary for either party to serve notice on the other respecting this Agreement, such notice shall be in writing and shall be given by personal service upon the party to be notified, or by deposit of the same in the custody of the United States Postal Service, postage prepaid, addressed to the party to be notified as follows:

To City:	City of Gardena 1700 West 162nd Street Gardena, California 90247 Attn: Allan Rigg Director of Public Works
To Consultant:	XYZ Address XXXX, CA ##### Attn: Name Tittle

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service.

27. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

28. **FAMILIARITY WITH WORK.** By executing this Agreement, Consultant warrants that: (1) it has investigated the work to be performed; (2) it has investigated the site of the work and is aware of all conditions there; and (3) it understands the difficulties and restrictions of the work under this Agreement. Should Consultant discover any conditions materially differing from those inherent in the work or as represented by City, it shall immediately inform City and shall not proceed, except at Consultant's

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own risk, until written instructions are received from City.

29. **PUBLIC RECORD ACT DISCLOSURE.** Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 7920.000 *et seq*.). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 7924.510, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

30. **MAINTENANCE OF RECORDS.** Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

    A. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

    B. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

    C. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

    D. The aforementioned records shall be made available to City or any authorized representative thereof upon request for audit.

31. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

32. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

33. **SECTION HEADINGS.** The Section headings used in this Agreement are for reference purposes only and shall have no binding effect.

34. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

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35. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

36. **PREPARATION OF AGREEMENT.** Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

37. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

38. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. This Agreement may be signed by the parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or email electronic signatures. Each executed counterpart shall be deemed an original. All counterparts, taken together, constitute the executed Agreement. If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding.

39. **ELECTRONIC SIGNATURE**. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. City and Consultant (i) agree that an electronic signature, whether digital or encrypted, of a party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other party will reply on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 ("E-SIGN") and California Uniform Electronic Transactions Act ("UETA")(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, email or

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other electronic means shall constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

_____
Tasha Cerda, Mayor

ATTEST:

_____
Mina Semenza, City Clerk

APPROVED AS TO FORM:

_____
Carmen Vasquez, City Attorney

CONSULTANT – XYZ

_____
Name

Sign: _____
Title:

_____
Name

Sign: _____
Title:

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DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

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Exhibit B

Statement of Qualifications (SOQ)

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VERDE DESIGN

CITY OF GARDENA

REQUEST FOR QUALIFICATIONS (RFQ) FOR LANDSCAPE ARCHITECTURE ON-CALL PROFESSIONAL SERVICES

RFQ DUE ON: THURSDAY, JUNE 13, 2024, AT 2:00PM









DESIGNING OUTSTANDING FACILITIES FOR CALIFORNIA'S RECREATIONAL COMMUNITIES

Chris Giannini, RLA (Associate, Senior Project Manager) 951.221.3142 | chrisg@verdedesigninc.com
Mark Baginski, RLA, LEED AP (Principal) 408.850.3411 | mark@verdedesigninc.com
3685 Main Street, Suite 350, Riverside, CA 92501 | www.VerdeDesignInc.com

LANDSCAPE ARCHITECTURE • CIVIL ENGINEERING • SPORT PLANNING & DESIGN

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RAILROAD PARK, MORGAN HILL

Verde Design provided planning, assessment, design, and construction documentation/support to the City for our three new park projects. The staff was knowledgeable, and their workshops and planning approach helped us facilitate informed decision making, resulting in three parks that are sure to be destination parks for the City, and ones that will serve residents for many years.

CHRIS GHIONE, COMMUNITY SERVICES DIRECTOR
CITY OF MORGAN HILL

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A COVER LETTER



KAISER PERMANENTE SPORTS VILLAGE, BAKERSFIELD

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June 13, 2024

City of Gardena
1717 West 162nd Street, Gardena, CA 90247
Attn: Kevin Kwak, Assistant Public Works Director

VERDE DESIGN

SUBJECT: REQUEST FOR QUALIFICATIONS (RFQ) FOR: LANDSCAPE ARCHITECTURE ON-CALL PROFESSIONAL SERVICES

Dear Mr. Kwak and Members of the Evaluation Committee:

We appreciate your consideration of our submission for the City of Gardena's (City) RFQ, specific to landscape architecture services. Thank you for your time in advance. Verde Design, Inc. is a leading provider of comprehensive and integrated landscape architecture and civil engineering services. Our expertise lies in the planning, design, and construction administration of public recreational and athletic facilities. We work closely with cities, counties, and parks and recreation districts, as well as educational clients like school district to create exceptional outdoor spaces that enhance the community's quality of life. With a team of 49 highly skilled professionals, we are committed to improving recreation, athletics, and the unique environments that contribute to the vibrancy of neighborhoods, schools, and community areas. We represent a team of talented professionals, including myself, Chris Giannini, as associate and senior project manager, and Mark Baginski as project principal, to help you achieve your goals. With a track record of completing over 750 projects for more than 110 public agencies, as well as establishing over 45 on-call partnerships, we have the experience and expertise to ensure your facilities continue to serve your citizens effectively and enhance the quality of life in your community. We are also currently providing Gardena High School with design services for athletic facility improvements.

Why Verde Design?

A Unique Understanding of Public Projects: We have an extensive portfolio of successful public recreational facilities, including over 45 on-call partnerships with public agencies. As a specialist in this market, we understand the demands placed on both passive and active public spaces. Our team knows how to balance competing budgetary needs with community desires. As a result, we have created a reputation for developing beautiful and functional designs for public facilities and spaces that preserve city/county history and identity, all while promoting health, wellness, learning, and fun.

Quality Contract Documents: By implementing our quality control program, our construction documentation packages have earned recognition from the contracting community for their clarity, ease of execution, and absence of ambiguities that could lead to potential change orders. This begins with our in-house review process during the design phase of the project where at least three licensed professionals review the contract documents. Our uniquely developed specifications provide step-by-step quality control checks with stated tolerances built into the construction process.

Sharing Our Knowledge: We will serve as an extension of your team and continue working to build strong relationships with your staff by listening to your updated goals and delivering projects that achieve them. We understand that proactive communication is the key to delivering projects on time and within budget, and our team will remain available and responsive throughout the process, as well as after your projects are completed. By selecting Verde Design, you are gaining an advocate on your behalf, and a partner committed to your projects' long-term success.

Our project team will also draw from our extensive in-house resources, landscape architects, an architect, LEED accredited professionals, civil engineers, QSD/QSP certified professionals, and a strong production and technical support team to provide your staff with comprehensive services. Mark Baginski is authorized to bind the firm to the contract. As associate senior project manager, I will be your main contact and personally involved until your projects are completed. Verde Design accepts the City's Agreement and the insurance requirements. We acknowledge Addendum No. 1.

Sincerely,
VERDE DESIGN, INC

Chris Giannini, RLA, Associate & Sr. PM (City Contact)
951.221.3142 | chrisg@verdedesigninc.com
3685 Main Street, Suite 350, Riverside, CA 92501

Mark Baginski, RLA, LEED AP, Principal (Authorized Signature)
408.850.3411 | mark@verdedesigninc.com
3685 Main Street, Suite 350, Riverside, CA 92501

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B

FIRM QUALIFICATIONS AND EXPERIENCE



ESTUARY PARK, ALAMEDA

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B. FIRM QUALIFICATIONS AND EXPERIENCE

VERDE DESIGN

FIRM PROFILE

VERDE DESIGN, INC. INFORMATION

Type of Legal Entity: S Type Corporation and Certified Small Business Enterprise in California
Years in Business: 17 years
Number of Employees: 49
Main-Contact: Chris Giannini, RLA, Associate/Sr. PM
951.221.3142 | chrisg@verdedesigninc.com
Office Providing Services: Riverside office, located at 3685 Main Street, Suite 350, Riverside, CA 92501
Licenses Held: Landscape Architects & Civil Engineers
Website: www.verdedesigninc.com

ABOUT VERDE DESIGN

Verde Design is an integrated landscape architecture and civil engineering firm specializing in award-winning recreational and athletic-focused spaces. We provide our clients with comprehensive planning, design, and construction administration services, and serve cities, counties, and parks and recreations districts, as well as public and private K-12 schools, colleges, and universities, local municipal agencies, businesses, non-profit organizations, and community groups.

We have partnered with over 110 public agencies to date, and have completed more than 750 public facility projects for clients. Projects have ranged from small neighborhood pocket parks to destination sites, including expansive community parks and sports complexes. We are passionate about these spaces and are committed to creating lasting facilities that serve California's recreational communities. Our principals are actively involved in our projects and our clients' satisfaction is their top priority. We approach each project by developing a thorough understanding of our clients' challenges and goals.

We staff our projects with a team of creative problem solvers, and draw upon our in-house site planning, grading and drainage, planting, and irrigation design expertise, to provide solutions that meet or beat project schedules and remain within the established project budgets.

BRIEF HISTORY

In 2007, Derek McKee and Devin Conway, both veterans of the A/E/C industry, purchased key assets of a former firm and founded Verde Design, a certified Small Business Enterprise. Our leaders have crafted a culture rooted in sound practice, focused on sustainability, and staffed with people who care about enhancing their communities. Since our founding in Santa Clara, we expanded operations with additional offices in Folsom, Santa Rosa, and Riverside.

FIRM PRINCIPALS



OUR SERVICES AND PROJECT TYPES

- Landscape Architecture
- Civil Engineering
- Master Planning
- Facility Assessments
- Management Plans/ Studies
- Feasibility Studies
- Schematic Design
- 3D Modeling
- Community Facilitation & Outreach
- Construction Documentation
- Irrigation Design & Audits
- Cost Estimating
- Maintenance Planning
- New & Replacement Playgrounds
- All-Inclusive Playgrounds
- New and Replacement Athletic & Rec Fields
- Bike/Skate Parks
- Sports Field/Park Lighting
- Tennis/Hard Courts
- Pre-Fab Buildings for Restrooms, Concessions, Maintenance, and Storage
- Plazas & Entry Elements
- Fencing & Gates
- Stormwater Facilities
- SWPPP & SWMQCP Plans
- Infrastructure Upgrades

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B. FIRM QUALIFICATIONS AND EXPERIENCE

VERDE DESIGN

WE ARE PROUD THAT OVER 96% OF OUR BUSINESS COMES FROM REPEAT CLIENTS

96%

49 TALENTED PROFESSIONALS

41 PROJECT DESIGN AWARDS RECEIVED

$750+ MILLION IN PUBLIC PROJECTS COMPLETED

VERDE DESIGN - BY THE NUMBERS

85+ MASTER PLANS FOR PUBLIC PROJECTS

750+ ATHLETIC FIELD/ FACILITY PROJECTS COMPLETED

150+ PARK AND PLAYGROUND PROJECTS

FOUR BRANCH OFFICES

Folsom Office:
1843 Iron Point Road, STE 140
Folsom, CA 95630
916.415.6554 p.

Santa Clara Office (HQ):
2455 The Alameda
Santa Clara, CA 95050
408.985.7200 p.

Santa Rosa Office:
3558 Round Barn Blvd, STE 200
Santa Rosa, CA 95403
707.800.4204 p.

Riverside Office:
3685 Main Street, STE 350
Riverside, CA 92501
951.221.3142 p.

110+ PUBLIC AGENCIES PARTNERED WITH IN THE LAST 17 YEARS IN BUSINESS

150+

PARK & PLAYGROUND

PROJECTS DESIGNED FOR PUBLIC AGENCIES

Verde Design brings a wealth of experience in designing public facility projects with playgrounds, having successfully completed over 150 public park and playground projects. Our expertise also extends to creating all-inclusive playground designs that cater to people of all ages and abilities, going beyond the requirements set by the ADA.

Our approach involves carefully selecting site materials, making design decisions, and developing details that can be utilized in future projects. Our experience in these projects has given us valuable insights into creating comprehensive and easily understandable design documents that are suitable for bidding and construction. We are committed to bringing this expertise to your proposed project.

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B. FIRM QUALIFICATIONS AND EXPERIENCE

RELEVANT PROJECT EXPERIENCE

Our mission is to provide **excellence in design and outstanding service to our clients.** In our 17 years in business, we have accumulated an extensive portfolio of successful recreational and athletic facilities, partnering with more than 110 public agencies and over 45 on-call partnerships, and have completed over 750 recreational and athletic facility projects.

Projects for public agencies have included master plans for community and pocket parks to regional and destination sites, which include a variety of components, but not limited to, natural grass and synthetic turf fields, playgrounds, as well as all-inclusive playground with custom play features and surfaces, bike and skate parks, hard courts, fitness and exercise areas, recreational and passive areas, picnic and BBQ areas, sports field/park/security lighting, park beautification and perimeter fencing/security, irrigation design, and ADA and circulation improvements.

The City of Gardena's (City) RFQ for General On-Call Professional Services - Specific to Landscape Architecture, is a submittal that directly aligns with our 17 years of built and proven project experience. Our experienced team will guide the City through a comprehensive programming process, ensuring that every aspect of your projects is thoroughly understood. This will empower the City to make well-informed decisions at each step of the way, ultimately leading to successful outcomes. At Verde Design, we recognize the significance of both the operational and maintenance requirements in any project. We are committed to collaborating with our clients to ensure that these needs are effectively met.

We have demonstrated our ability to consistently play a role with educating communities through community workshops and stakeholder meetings, which allows them to make informed decisions. We have proven experience taking projects from just an idea through community meetings to conceptual design to constructed and completed projects, within budget and on time.



We have worked with Verde Design on a number and variety of projects over the past several years. They have the expertise that brings a level of quality that embraces and enhances our standards. I appreciate their collaborative approach in project development.

TARA GEE, PARK PLANNING & DEVELOPMENT MANAGER
CITY OF ROSEVILLE - GIBSON PARK

Our in-house team of landscape architects and civil engineers will seamlessly integrate plans and specifications into a complete and easily built set of construction documents. We will draw upon this expertise to deliver your project on time and in budget. Our history of successful public agency partnerships have resulted in dozens of well-planned recreational facilities. Many of these facilities have been community and destination parks that receive a high-level of attention, traffic, and use. The sophisticated design concept serves as a catalyst for our team's innovative thinking, guaranteeing meticulous development of your project with thorough exploration of all available options.

Should our team be chosen to collaborate with the City, we will dedicate ourselves to understanding your objectives, preferences, current priorities, and principles in order to ensure a successful partnership. This begins with a shared vision built upon your project goals, and is supported by Verde Design's portfolio of similar work, and through the adoption of our simple, but clear approach to projects, which is illustrated in the following pages.

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PROJECT APPROACH

DELIVERING SERVICES/ APPROACH TO WORKING WITH THE CITY

Verde Design believes that the key to developing successful projects begins with a simple, but clear, philosophy. **Investigate**, **Listen**, **Understand**, and **Recommend** are the core elements of our project approach. Beginning with our initial kick-off meeting with the City staff, we will learn more about the proposed project and better understand your goals. This framework is critical to ensure consistent and clear communication is established between our team and City staff.

Investigate - The first step to the success of a project begins with a solid investigation. We would review existing documents and plans. On recreational projects, we will conduct a site visit with client staff to understand and analyze the existing conditions of the facilities. This will ensure that we fully understand the projects' parameters and constraints, as well as the existing site conditions. This site analysis effort will be utilized throughout the projects, enabling educated and effective decisions to be made at the beginning of the design phase and throughout the projects.

Listen - A key element to project success, we emphasize the importance of listening to all project stakeholders' concerns and desires. Our team will provide options and incorporate guidance provided by our clients' staff, including maintenance and operations staff, user groups, advisory bodies, and members of the community, and communicate this back to the project team. The result of our focus on listening is a cohesive team that works together on a shared path of understanding with client goals in mind, resulting in smooth-running projects. Typically, we first focus on programming input and develop use-relationship diagrams for initial review and input.

Understand - As we mentioned, we use all information available to develop design solutions that respond to our clients' project needs, including site constraints, client staff direction, community feedback, and the allocated budget.



One way Verde Design is different from other firms I've worked with is they really listen to the client. Some design firms come into a project and they want to sell you on something they've already conceptualized or that fits their own artistic purpose, but Verde comes in with an open mind and listens first before drawing.

GREG BETTS, FORMER COMMUNITY SERVICES DIRECTOR
CITY OF PALO ALTO - MITCHELL PARK MAGICAL BRIDGE

Based on input from the kick-off meeting with staff and the site walk, we can develop conceptual alternatives to final conceptual plans or master plans.

Recommend - Using our clients' clear and approved concept, we will render the projects' vision into a complete, biddable set of construction documents. The Verde Design team will draw upon past successes with our extensive recreational projects, including surrounding City projects, and knowledge of recreational and athletic facility design and construction to seamlessly facilitate the construction document phase. With most of our projects being constructed, our staff are well experienced in supporting our clients through bidding and construction phases.

HOW WE CONTROL SCHEDULING

Verde Design employs 49 professionals with a variety of experience and expertise that can be utilized to complete or assist with any project. The variety of work completed by our firm allows us to intelligently respond to the needs and design services that may be required for your anticipated projects. We strive to provide problem-specific solutions by matching the personal and professional qualities of the individuals on our team to best serve the projects' needs.

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B. FIRM QUALIFICATIONS AND EXPERIENCE

Project schedules are a critical aspect of all projects outlining tasks, milestones, and deliverables. Our proposed project manager will develop a draft schedule and review with the client to include submittal dates, review/presentation meetings, community / governing body milestones, etc. When the schedule is being developed, we develop our internal staffing plan and workload schedule. With the size of our office, we can complete a large quantity of work in a short period. Communicating and coordinating large staffing needs for a project is done internally in our weekly production meetings. If a project is going to require more staff than one project team can complete, we look at additional staff support or overtime to meet delivery schedules.

At the start, we will meet with you and your project team. We will review your overall schedule constraints, identify critical path items, set initial milestones, and then prepare a draft master project schedule for further discussion. This schedule will include such items as submittal deadlines, dates for review/presentation meetings, community/governing body milestones, agency review, etc. As the schedule is refined and dates are set, we will make staffing assignments within Verde and arrange internal workloads to meet your deadlines. As the lead consultant, we will also be carefully coordinating the work of team consultants to ensure that their work is completed on schedule.

Verde Design will also provide a comprehensive basis of design/design log document which will outline the proposed product elements to be chosen, initial systems design components, and the outstanding items still required from the client to move forward in the design process. This document is updated as new input is received and we reference it as we develop the construction documents. In addition, we provide progress reports with each submittal. The reports identify the submittal progress updates, comment responses, status, questions for the client, current and past cost estimate recap, and plan-by-plan updates. This helps to communicate all the facets that go into a construction document package.

QUALITY ASSURANCE/QUALITY CONTROL (QA/QC)

Our dedication to quality control throughout the life of a project is one of the ways we establish the trust that leads to long-term relationships with our clients: We are proud of the fact that over 96% of our business comes from repeat clients. Our internal Quality Assurance (QA) / Quality Control (QC) reviews address design, biddability, constructability, compliance with local/state codes, and project requirements.

Our QC begins with the design phase and continues throughout a project's life. During the design phase, we will review the content of the schematic design graphics and support elements. The review at this stage is not technical, but quality control reviews the design to verify community and staff comments are included or rectified, spelling, as well as graphic clarity.



BOWERS PARK, SANTA CLARA

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As we develop construction documents, we have a licensed professional who is not part of the project team provide a 'fresh eyes' review of the documents, in addition to the reviews by the principal-in-charge and the project manager. We perform internal redline reviews, incorporate revisions, and review all client comments prior to submitting the documents to you.

We review the submittal packages one week prior to our submittal date and again during the City review period. During submittal review meetings with City staff, we will share our comments and jointly decide how to address each of them. As part of our internal review process, we request draft submittals from all team consultants one week prior to the submittal date. We review their plans, comment on their materials, coordinate improvements between all team members, and return them for updates as needed before we incorporate their materials into our submittal package to you.

Another aspect of our quality assurance process is our multi-disciplinary firm. We have licensed landscape architects, civil engineers, and irrigation designers working together on the design and integration of the drainage, utilities, grading, materials, paving, layout, planting, and irrigation. Our staff will develop the project with systems designed together creating a more efficient and effective product.

We provide a progress report at each submittal that will outline comments and items we have seen and need to address or coordinate with City staff. This report also includes City staff comments and documents what their status is and how they were resolved. Each report includes priority items, cost estimate progress, plan updates, specifications, and any questions our team has. All team members help update this report for each submittal. At each submittal, we also have a meeting with City staff to present the submittal package in which the progress report is essentially the meeting agenda.

The goals of the Verde Design QC/QA process are to ensure that the project is bid within the stated budget, that the documentation package is clear and free of ambiguity so that it can be properly priced by a group of qualified bidders, and that the improvements can be constructed in accordance with the design intent.



Verde Design has continually proven their expertise in design, problem solving, leadership, efficiency, consensus building, and results. I have been extremely impressed with their professionalism and the knowledge that they bring to a wide variety of projects.

CHRIS BETH, DIR. OF PARKS, RECREATION AND COMMUNITY SERVICES
REDWOOD CITY- RED MORTON PARK

PREPARING BUDGETS AND ESTIMATES

METHODOLOGY

Good budgeting and estimating begin with developing a clear project program including prioritizing the program elements and aligning them with the budget. We begin each project by developing cost estimates based on the known information and program. We work with the client to determine the revisions to the program throughout each submittal to maintain the accuracy of project costs within budget. Our estimates are developed by our staff and team and we start them early during the design phase.

Our strategy when it comes to a fluctuating construction market is a multi-faceted approach to cost estimating, including utilizing relationships in the contractor community as well as monitoring our many projects that are under construction to understand current pricing. We sometime prepare additive alternates to our project plans to cushion against market dynamics.

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CONTINGENCIES UTILIZED

Verde Design utilizes the following contingencies as a starting point for most projects:

- Survey, Permits, Traffic and SWPPP 3%
- Bonding 2%
- Mobilization/Project Management 12-15%

We have also carried other contingencies as determined by the project and bidding environment:

- Escalation +/- 5%
- Bidding Contingency +/- 5-10%
  (Based on the number of bidders received)

Our pricing approach includes materials, labor, and markups based on a proven format we have honed over years of successful project bidding. The trickiest part of cost estimating is the dynamics of the market at the time of bid versus when the plans are completed, which is usually months before in some cases. Adding a bid contingency is good if there is a lag between the final estimate and bidding.

STANDARD ESTIMATING MANUALS USED AS REFERENCE

Verde Design does not rely on manuals or guidebooks for estimating. We have found these to be unreliable. We focus on getting real costs from contractors, suppliers, and manufacturers. We communicate with specialty trades to understand asphalt, concrete, electrical, fencing costs, etc. We can demonstrate the accuracy of this approach through our historical bid results summary.

SUBCONSULTANT TEAM

SUBCONSULTANT COORDINATION

At the beginning of a project, we review the project scope for consultant needs, including verifying with the City if there are any particular consultants that may have recent experience and knowledge of their particular project site we should consider. We establish a scope of work with the team, and coordinate it with the City. Part of that scope is the timeline and attaining buy-in from our proposed list of subconsultant team members on the schedule and deliverable dates.

As the design process evolves and documentation progresses, the Verde Design staff works with subconsultants to ensure that our team is using the proper AutoCAD (CAD) background files and specification templates. We will work to get submittals from subconsultants five (5) days before they are due so that we can review and redline for content and clarity prior to the official submittal to the City.



UPTOWN FAMILY PARK, PASO ROBLES

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B. FIRM QUALIFICATIONS AND EXPERIENCE

This process also continues during the City review of the submittal. After receiving any City (or public agency) comments from the submittal, the Verde Design project team will have a design team meeting to coordinate the project design, including client comments, with the subconsultants, and coordinate the work required toward the next submittal. We regularly have project and team meetings to coordinate and adjust items to avoid any conflicts later during construction. Additionally, we review each subconsultants' deliverables to ensure the programmatic needs of the project are captured.

This submission is solely for the purpose of an on-call agreement, therefore, we have made the decision to not include any subconsultants as part of our team at this time. 1. In the event that a project requires a defined scope of work, we have the ability to suggest a team of subconsultants who can effectively carry out specific tasks as and when required. This approach allows for the inclusion of experts in various specialized fields, ensuring that the project is executed with the utmost precision and efficiency. By leveraging the expertise of these subconsultants, we can ensure that all aspects of the project are handled by professionals who possess the necessary skills and knowledge to deliver exceptional results.

FAMILIARITY OF REGIONAL GRANTS/ COMPETITIVE FUNDS (SBCCOG & LA METRO)

Many of the public projects we design are funded by Federal or State grant funding or have been used as part of grant funding applications. We understand the various requirements that are often required as part of grant funding both during design, project invoicing, and public outreach or during construction with requirements that may impact public input or volunteer participation. To help our clients maximize their opportunity for obtaining additional state funds, and translate their initial proposal into an organized program plan, we have provided the following:

- Technical language to fully capture the scope of the project and its potential impacts
- Ensuring compliance with state or local jurisdiction rules, regulations, and applicable grant provisions
- Concepts or site plans to visually illustrate the project
- Cost estimates for specific program elements, such as ADA access



GLORYA JEAN-TATE PARK, MARINA

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C KEY PERSONNEL AND EXPERIENCE



MAGICAL BRIDGE PLAYGROUND, MORGAN HILL

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C. KEY PERSONNEL AND EXPERIENCE

PROPOSED PERSONNEL

In order to assist the City of Gardena (City) in achieving their future objectives and initiatives, we have curated a team possessing extensive expertise in public recreational facilities, a track record of effective problem-solving, and a history of collaboration on various projects for similar agencies. With a combined experience of more than five decades, our core team comprises Chris Giannini and Mark Baginski, who have an extensive background in delivering design-related expertise. Their wealth of knowledge and hands-on experience make them invaluable assets to our organization, ensuring that we consistently provide top-notch design solutions to our clients. Please see below our proposed key team members and their roles for your anticipated projects, as well the following section, ***D. Organization Chart*** for the team's project structure, as well as section ***H. Resumes*** for resumes of key team members with individual relevant project experience and qualifications within the last five years, per the RFQ. As previously mentioned, we are not including any subconsultants on our team at this time.

KEY PROJECT TEAM MEMBERS	PROJECT ROLES
 **Mark Baginski, RLA, LEED AP** Principal-in-Charge 408.850.3411 mark@verdedesigninc.com Years with Firm: 16 Office Location: Santa Clara	Mark will be your advocate to keep your project on target to meet your goals. He will be responsible for contract administration and oversee design development. As the design development proceeds, he will review all aspects of the project to confirm that all goals are met. Mark will be involved in preconstruction services between the District and general contractor and be involved in the construction administration process
 **Chris Giannini, RLA** Associate, Project Manager 951.221.3142 chrisg@verdedesigninc.com Years with Firm: 6 Office Location: Riverside	Chris will oversee the preparation of graphics, conceptual design, and construction documents/packages. His responsibilities include consistent QA/QC and design direction of the project. During the startup phase, he will work with Mike Salazar and the team to attain input from your staff, develop project programs, and respond to development issues. Chris will be the primary contact with the City during the project period.
 **Mike Salazar, RLA** Project Manager 951.266.5221 mikes@verdedesigninc.com Years with Firm: 3 Office Location: Riverside	Mike will coordinate with Chris and lead in the preparation of graphics, meeting preparation, client needs, and landscape construction documents/packages. Mike's responsibilities include management of projects as well as direct supervision of drafting personnel. He will also be responsible for drafting and other assistance as required to complete all assigned projects.
 **Giovani Aguirre, RLA** Project Designer 951.266.5423 gio@verdedesigninc.com Years with Firm: 3 Office Location: Riverside	Gio will be responsible for design, drafting, and team coordination to help create the best possible product for the client. In this role, he will collaborate with Chris and Mike, beginning with the program development through the construction services. He will manage the construction documentation packaging and files. Gio will also be responsible for all construction cost estimating.

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D

ORGANIZATION CHART



ORANGE MEMORIAL PARK, SOUTH SAN FRANCISCO

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D. ORGANIZATION CHART

VERDE DESIGN

PROJECT TEAM ORG CHART



Mark Baginski, RLA, LEED AP

Principal-in-Charge

408.850.3411
mark@verdedesigninc.com
Years with Firm: 16
Office Location: Riverside/Santa Clara

Chris Giannini, RLA

Senior PM/Main-Contact

951.221.3142
chrisg@verdedesigninc.com
Years with Firm: 6
Office Location: Riverside





Michael Salazar, RLA

Project Manager

951.266.5221
mikes@verdedesigninc.com
Years with Firm: 3
Office Location: Riverside

Giovani Aguirre, RLA

Project Designer

951.266.5423
gio@verdedesigninc.com
Years with Firm: 3
Office Location: Riverside





NORTH HAYDEN PARK, ROSEVILLE

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E SIMILAR PROJECTS / SERVICES



ROTARY PLAYGROUND, SAN JOSE

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E. SIMILAR PROJECTS/SERVICES

VERDE DESIGN

PROJECT REFERENCES & EXAMPLES

Verde Design provides our recreational clients with a full range of services, from facility assessments and master planning efforts, to full construction documentation and overseeing the successful delivery of the construction of new and renovated facilities throughout California communities. We have partnered with more than 110 public agencies to complete a wide range of services on an extensive list of public facility projects. Our specialized expertise means that you will receive quality project management, planning, and design services from a team of design professionals and engineers that understand unique constraints of local recreational systems. Beyond our experience, our team's ability to successfully navigate the various regulatory agencies involved in any new or improvement project adds incredible value any client.

Our selection of projects on the following pages have been carefully curated from a comprehensive list of initiatives, showcasing the diverse range of services we offer to cater to the needs of the City. These projects, all of which we were the prime consultant, serve as a testament to our ability to provide a wide array of services and demonstrate our commitment to meeting the City's requirements effectively.

PAST/CURRENT ON-CALL CLIENTS

Anaheim, City
Alameda, City
Atherton, City
Concord, City
Chino, City
Daly City, City
Fort Bragg, City
Foster City, City
Fremont, City
Hollister, City
Irvine, City
Lake, County
Livermore, Park/Rec
Lincoln, City
Los Gatos, Town
Marina, City
Menlo Park, City
Milpitas, City
Morgan Hill, City
Morro Bay, City
Newark, City
Oakland, City
Palo Alto, City
Pamona, City
Paradise, Park/Rec
Pleasant Hill, Park/Rec
Redwood City, City
Riverbank, City
Risverside, County
Roseville, City
San Bernardino, County
San Bruno, City
San Francisco, City
San Jose, City
San Leandro, City
San Mateo, City
San Ramon, City
Santa Ana, City
Santa Clara, City
Seaside, City
Tracy, City
Walnut Creek, City
Modesto, County
Santa Cruz, County



CATAMARAN PARK, FOSTER CITY

Docusign Envelope ID: C213ACC8-E15A-45DA-805A-553EF5810D37

JOHN D MORGAN PARK, CAMPBELL

Project Description: The City's grand vision has been to provide recreation and learning opportunities to a large part of the population previously underserved and set out to create an all-inclusive play area within the mature John D Morgan Park. The City engaged the PRC and established an Ad Hoc subcommittee to lead the design process. Community engagement was integral in developing the park site through several workshops and lead to the 'Play in the Trees' theme and play features.

The existing site was well established but working within the existing forested site and underground root systems required an adept team to keep the project moving in a timely efficient process. The site also included underground utilities within easements that were protected in place during construction but required a team effort from manufacturer to installer to avoid field conflicts. The playground amenities allow users of all levels to play side by side without barriers and the introduction of a picture exchange communication board (PECS) for non verbal park users. This may be the first installation of a PECS board in a public park in northern California.

Program:

- New play structure wheelchair accessible at upper and lower elevations and without barriers
- Engagement berm with slides and climbers
- Swing and sway zone
- Tot play zone and spinner zone
- Accessible drinking fountain, pathways and picnic areas, variety of seating options, and traditional benches

Services: Site design, planting and irrigation design, stormwater management, community outreach, construction documents, and construction administration services

Client: City of Campbell
Fred Ho, Senior Civil Engineer
70 North First Street, Campbell, CA 95008
408.866.2156 | fredh@cityofcampbell.com

PROJECT AWARD

American Public Works Association (APWA)
2022 Project of the Year (Env/Parks < $2 M)







Size: 1 acre

Construction Cost: $1.4 million

Schedule: Construction completed December 2021

Project Team: Derek McKee (PIC), Todd Young (PM), and Bill Drulias (Director of Design)

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E. SIMILAR PROJECTS/SERVICES

VERDE DESIGN



DREAM HOMES PARK, CATHEDRAL CITY

Project Description: In 2020, Verde Design provided conceptual planning efforts for a 7.5 acre community park for the City of Cathedral City along the seasonal Whitewater River. The park will be developed with trail connections to the region's master planned CV link trail, Coachella Valley's alternative transportation route. The park design includes a multi-use, natural grass open space area , futsal court, a central plaza, restroom building, two covered play areas, fitness stations, two basketball courts, dog park, picnic shelters, picnic tables, walkways, benches and two parking areas. Most recently, we were retained by the City to complete the build-out of this project, and construction drawings are currently under way and the park opening is scheduled for late 2024.

Client: City of Cathedral City
John Corella, Dir. of Engineering/ Public Works
68-700 Avenida Lalo Guerrero
Cathedral City, CA 92234
760.770.0340 | Jcorella@cathedralcity.gov

Services: Master planning, conceptual design, public outreach, consensus building, and construction documents

Program:

- Natural grass open space/play area
- Shaded play areas and picnic areas
- Basketball courts and futsal field
- Fitness stations
- Restroom Building
- Large and small dog parks
- Perimeter walkways and security fencing
- Parking lots

Size: 7.5 acres

Construction Cost: $7.8 million estimate

Schedule: In design, estimated completion late 2024

Project Team: Mark Baginski (PIC), Chris Giannini (Sr. PM), Mike Salazar (PM), and Gio Aguirre (Project Designer)

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BRACE CANYON PARK, BURBANK

Project Description: Brace Canyon Park includes existing natural grass sports fields over an existing concrete reservoir, as well as an unpaved walking path. The City has eliminated the use of pesticides in their park programs and seeks to reduce the use of water so they chose to replace the natural grass fields with synthetic turf. The concrete reservoir is roughly 30" below existing grades and was built in the 1940's. Load requirements and access points are critical design criteria that must be followed. Verde Design is currently designing construction drawings for this project.

Client: City of Burbank
Mike Del Campo, Superintendent of Landscape
275 East Olive Avenue Burbank, CA 91502
818.238.5343 | mdelcampo@burbankca.gov

Services: Community facilitation, site design, construction documents, and construction administrative services

Program:

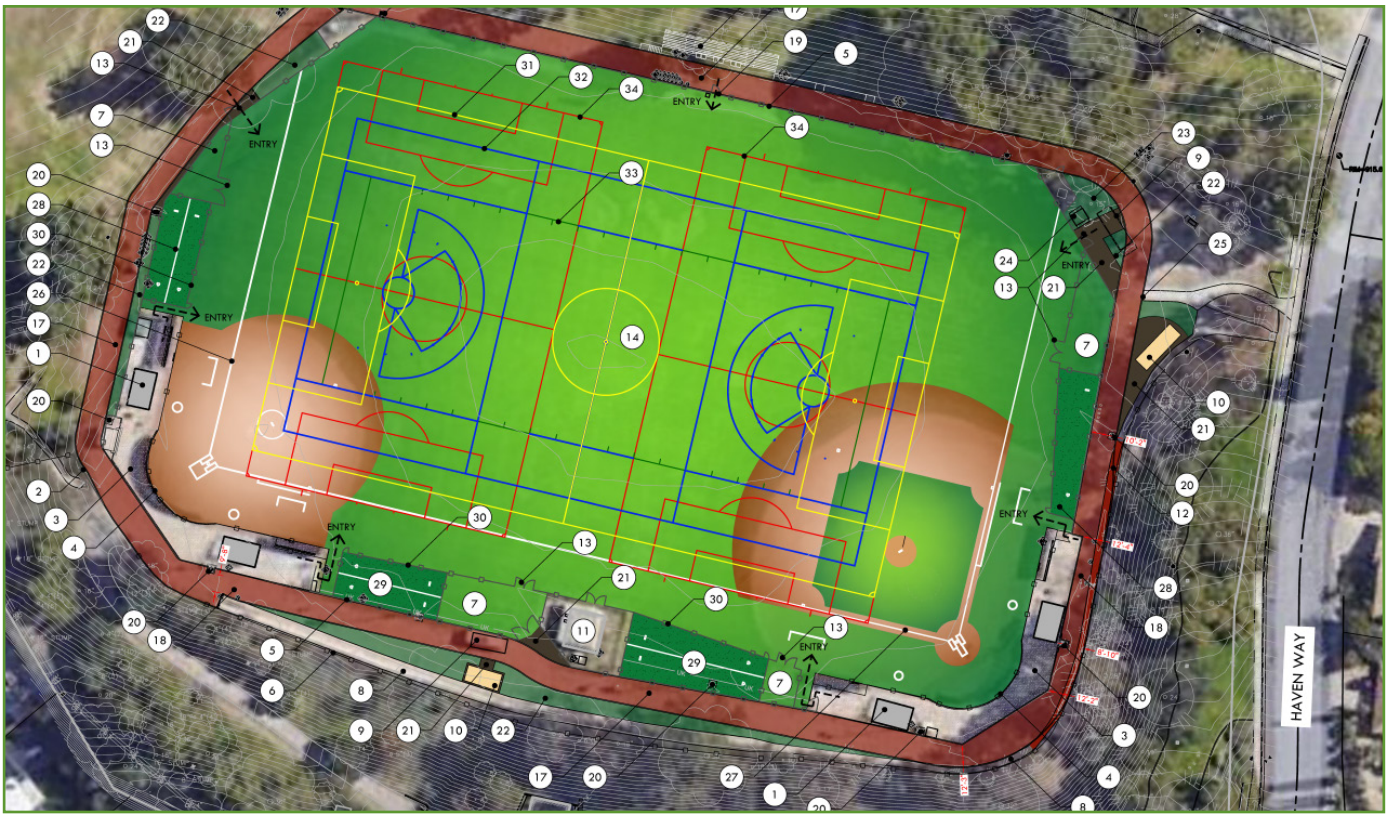
- Natural grass field conversion to synthetic turf
- Field striping for softball, flag football, soccer and lacrosse
- New sports fencing
- New all-weather track surfacing
- Spectator seating
- Stormwater quality improvements

Size: 4.6 acres

Construction Cost: N/A (design fee: $288,370)

Schedule: 100% CDs are completed and submitted

Project Team: Mark Baginski (PIC), Chris Giannini (Sr. PM), Mike Salazar (PM), and Gio Aguirre (Project Designer)



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FAIR OAKS PARK, SUNNYVALE

Project Description: Verde Design was selected by the City of Sunnyvale for the renovation of Fair Oaks Park, a 15-acre community park located in Northern Sunnyvale, originally built in 1969. The design includes the replacement of the existing athletic field turf with synthetic turf for its baseball, soccer, and multi-use fields. **This is the City's first park with synthetic turf,** which will reduce annual water usage and significantly increase play time during high rainfall seasons. In addition to the fields, the Verde Design team worked with the Magical Bridge Foundation and City staff for an all-inclusive playground to be incorporated within the park design. The project also included hardcourt improvements, expanded picnic areas, and circulation and infrastructure improvements.

Program:

- Conversion of natural grass field with synthetic turf fields
- Renovation of picnic areas and park amenities
- Magical Bridge Playground - universally accessible play areas for children of a wide range of abilities and ages with custom playhouse
- Reconstruction of hardcourts
- Maintenance building renovation
- New restrooms/concessions building
- Upgrade to existing sports field and pedestrian site lighting
- Dog park with DG surfacing

Services: Community facilitation, site design, construction documents, and construction administrative services

Client: City of Sunnyvale
Jim Stark, Superintendent of Parks
6221 Commercial Street
Sunnyvale, CA 94085
408.730.7596 | jstark@sunnyvale.ca.gov

Size: 15 acres

Construction Cost: $16.75 million

Schedule: Construction completed June 2022

PROJECT AWARD

American Public Works Association (APWA)
2022 Environmental/Parks Honors Award $5-25M







Project Team: Mark Baginski (PIC), Pat Healy (PM), Qian Huang (Job Captain), Bill Drulias (Director of Design), and Daniel Correia (Job Captain)

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CAPTAIN JOSEPH MCCONNEL JR. USAF PARK, APPLE VALLEY

Project Description: Verde Design was hired to provide design services for a 12-acre community park for the Town of Apple Valley. The land had previously been used as sports fields and included a decomposed granite track as well. The property, leased from the school district, had fallen into disrepair was selected by the town to be submitted for Proposition 68 State Grant Funding for a new park. The Town was granted funding by state to provide a recreational facility for the underserved community. Verde Design's multi-disciplinary team provided conceptual master plan options that fit within the available budget and the construction drawings are currently being developed.

Client: Town of Apple Valley
Rich Berger, Project Manager
14955 Dale Evans Parkway, Apple Valley, CA, 92307
760.240.7000 | rberger@applevalley.org

Project Team: Mark Baginski (PIC), Chris Giannini (Sr. PM), Mike Salazar (PM), and Gio Aguirre (Project Designer)

Program:

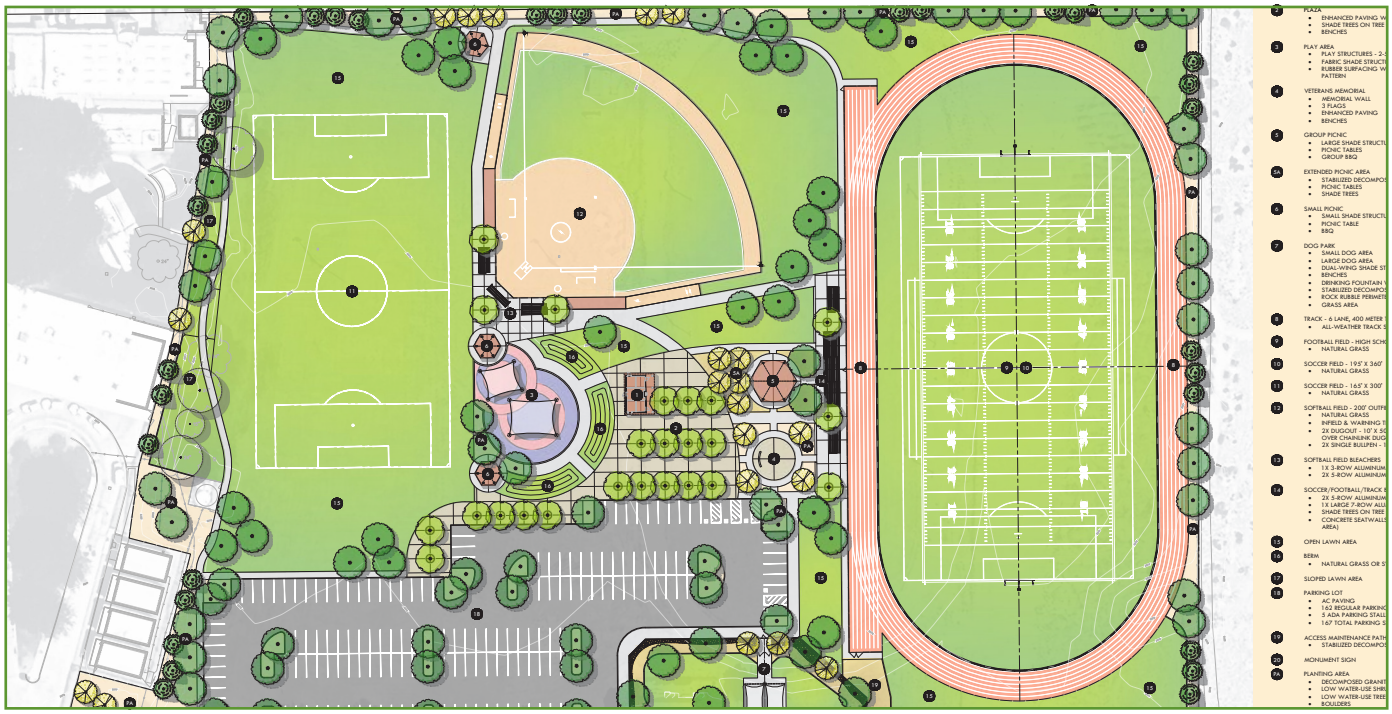
- All-weather track
- Football field
- Two soccer fields
- Softball field
- Play Area
- Dog park
- Veterans Memorial
- Restroom building
- Picnic shelters
- Parking area

Services: Space programming, parking and circulation study, conceptual design, budget level construction cost analysis, construction documents, bidding, and construction support

Size: 12 acres

Construction Cost: TBD

Schedule: Anticipated completion mid 2025



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FIDDYMENT POCKET PARKS, ROSEVILLE

Project Description: Verde Design developed the master plans, construction documents and provided construction administration services for three pocket parks in the Roseville. Pocket parks, are small parks, accessible to the general public. The sites all include open green space and drought tolerant planting.

Program:

F-94 (KAY SAKAMOTO) PARK: A 1.25 acre park that includes a children's play area, shaded seating, and a picnic zone with a kids scooter pathway that circles and passes through. The other amenities include a tire swing, perimeter walkways, and additional site furnishings such as bike racks, drinking fountains, benches, picnic tables, and security lighting.

F-95 (BEVERLEY BOS) PARK: A 1.5-acre pocket park in West Roseville, which features two large open turf areas with drought tolerant planters throughout. The park also includes two play areas. The first is comprised of a standalone swing set while the second contains a dynamic climbing structure which supports sliding features. Community members are able to use the 20' x 20' steel shade structure located in between the play areas.

F-97 (JIM GRAY) PARK: A 1.32 acre site that includes a children's play area with adjacent shaded seating/picnic area, half-court basketball, pedestrian circulation, and various site furnishings.

F-101 (NORTH HAYDEN) PARK : A small 0.96 acre site centered around two bocce courts, each with seating and tables beneath shade canopies. This area is surrounded by open green space.

Services: Master planning, conceptual design, construction documents, and construction administration services

Client: Taylor Builders
Steve Hicks, Vice President of Development
3500 Douglas Blvd, Suite 210
Roseville, CA 95661
916.240.2752 | steve@taylor-builders.com





Size: 5.03 acres total

Construction Cost:

F-94 (Kay Sakamoto) Park: $983,269
F-95 (Berverley Bos) Park: $710,000
F-97 (Jim Gray) Park: $1.26 million
F-101(North Hayden) Park: $577,599

Schedule:

F-94 (Kay Sakamoto) Park: Completed July 2021
F-95 (Beverley Bos) Park: Completed May 2018
F-97 (Jim Gray) Park: Completed 2019
F-101(North Hayden) Park: Completed 2021

Project Team: Mark Baginski (PIC), Chris Sullivan (PM), and Amy LaTomme (PM)

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E. SIMILAR PROJECTS/SERVICES

KAISER PERMANENTE SPORTS VILLAGE, BAKERSFIELD

Project Description: Verde Design was selected by the City of Bakersfield to provide conceptual design services for the City's remaining 95 acres of undeveloped parkland for Kaiser Permanente Sports Village. We provided an updated conceptual master plan, which includes six football fields with sports field lighting, eight baseball/softball fields, a skate park and dog park, fitness stations, a splash pad, an aquatics center and community center, a play area, restroom/concessions buildings, shade structures and picnic areas, walking trails, parking areas, and internal roads. We also provided construction drawings for 35 acres of Phase IV improvements for this project, which includes five football fields with sports field lighting, a restroom/concessions building, roadway extension improvements, and two parking areas.

Program:

- Five natural grass football fields
- Paved parking and access road and pedestrian walkways
- Restroom building/concessions building and shaded public plaza

Services: Master planning, conceptual design, and construction documents (Phase I), and construction administration services

Client: City of Bakersfield
Navdip Grewal, Project Manager
1600 Truxtun Avenue
Bakersfield CA 93306
415.999.6548 | ngrewal@bakersfieldcity.us

Size: 100 acres (conceptual planning) and 35 acres (CD)

Construction Cost: $13.6 million

Schedule: Completed August 2023

Project Team: Mark Baginski (principal) and Chris Giannini (Sr. PM)







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E. SIMILAR PROJECTS/SERVICES

TAMIEN PARK, SAN JOSE

Project Description: Verde Design was selected by the City of San Jose (City) to provide two concept plans, a preferred concept, construction documents, bidding, and construction assistance for the City's Tamien Park. Included in Phase 1 of the 3.67-acre park design, is a new parking lot, a pre-fabricated restroom/storage building, security lighting with power outlets, shade structures, picnic and play opportunities. Additional features of the park include a post-tension slab basketball court, synthetic turf volleyball court, youth play area, game tables, ornamental fencing, stone pilasters, signage, pervious and impervious paving, site-specific improvements, drought-tolerant planting, and an MWELO-compliant pump and irrigation system that is designed to be switched over to recycled water when it becomes available.

In Spring 2021, Verde Design completed Phase II additions to the park, which included a natural grass multi-use field with accompanying shade structures, perimeter all-weather walking/running path, and field netting. An outdoor fitness/exercise area is provided with additional seating and shade. The park is designed to have direct linkage to the train station upon build out. A perimeter pathway encompasses the new field with raised planting beds. A solar lighting was also installed for safety and emergency lighting.

Program:

Phase I

- Play area and custom playhouse and features
- Picnic and seating areas
- Basketball court and synthetic turf volleyball court
- Pathways, raised planters with seat walls
- Specialty fencing, custom site furnishings, and lighting
- Pre-fabricated restroom/storage building
- Parking lot with permeable paving

Phase II

- Natural grass multi-use field with field fencing
- All-weather perimeter walking/running path
- Exercise/fitness area with shade structures
- Solar lighting





Services: Conceptual design, design development, community outreach, construction and bid documents, specifications, cost estimates, bidding, and construction administration services

Client: City of San Jose
Chris Mastrodicasa, Landscape Architect
200 East Santa Clara Street, 6th Floor
San Jose, CA 95113-1905
408.535.8416 | chris.mastrodicasa@sanjoseca.gov

Size: 3.6 acres total

Construction Cost:

- Phase I: $2.8 million
- Phase II: $2.1 million

Schedule:

- Phase I: Completed August 2017
- Phase II: Completed June 2021

Project Team: Derek McKee (PIC), Todd Young (PM), and Bill Drulias (Director of Design)

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F

REFERENCES



SELMA OLINDER PARK - SAN JOSE

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F. REFERENCES

PROJECT REFERENCES

Please see the below four (4) client references where we have completed multiple projects or are currently in the design phase of stated projects. We have completed multiple projects for these clients, which helps demonstrate our reliability and outstanding service to our clients.

1. CITY OF BURBANK

Mike Del Campo, Superintendent of Landscape
275 East Olive Avenue Burbank, CA 91502
818.238.5343 | mdelcampo@burbankca.gov

Completed Projects:

- Brace Canyon Park (2023)

2. TOWN OF APPLE VALLEY

Rich Berger, Project Manager
14955 Dale Evans Parkway, Apple Valley, CA, 92307
760.240.7000 | rberger@applevalley.org

Current Project:

- Captain Joseph McConnel Jr. USAF Park (current)

3. CITY OF SUNNYVALE

Jim Stark, Superintendent of Parks
6221 Commercial Street, Sunnyvale, CA 94085
408.730.7596 | jstark@sunnyvale.ca.gov

Completed/Current Projects:

- Community Center Grounds (current)
- Lakewood Park (current)
- Assessment of Needs for Outdoor Recreation and Facilities (current)
- Youth Crickett Batting Cage Feasibility Study (2022)
- Fair Oaks Park (2022)

4. CITY OF SAN FRANCISCO

Dan Mauer, Recreation & Parks PM
49 South Van Ness Avenue, 12th Floor, San Francisco, CA 94102
628.652.6630 | dan.mauer@sfgov.org

Completed/Current Projects:

- UN Plaza Skate Park and Exercise Area (2023)
- South Sunset Fields (2022)
- Youngblood-Coleman Fields (2020)
- Silver Terrace Park (2019)



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G

FEE SCHEDULE



THIRD STREET CREEK PARK, MORGAN HILL

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G. FEE SCHEDULE

DETERMINING COSTS FOR PROFESSIONAL FEES

Verde Design strongly believes that the success of any project begins with clear communication including identifying a specific scope of services and associated fees for every respective project. It is important to us that our client not only feels that they received the services that they paid for but that it was also excellent value without sacrifice.

If we are selected to perform professional services for the City of Gardena (City), we will review the project scope with you to develop project specific tasks, consultant needs and overall process to establish professional compensation which can be provided in a fee breakdown matrix. It is our intent to be all-inclusive with our proposal and prefer not to provide additional services or contract amendments as the project progresses.

Typically, our fees are provided on a lump sum fixed fee basis that is derived from the task/fee worksheet. We have provided services utilizing a percentage of construction costs. While the percentage can vary based on scope, we are typically in the 7.5% to 12% range. Fee percentage is determined by the complexity and overall size of the project scope and anticipated construction budget.



They have consistently shown an outstanding level of responsiveness. From conceptual design to construction management, the team at Verde are easy to contact and quick to respond. This is something that is critical to keeping projects on time and within budget.

DAN MAUER, PROJECT MANAGER, RECREATION AND PARKS DEPARTMENT, CITY AND COUNTY OF SAN FRANCISCO

CROCKER AMAZON, SAN FRANCISCO

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VERDE DESIGN

Charge Rate Schedule

Effective until December 31, 2024

The following chart outlines the current charge rate for professional and office costs. Reimbursable rates and expenses are shown at the bottom.

Project Rates

Principal	$270.00 per hour
Project Manager/Construction Manager	
Level Four	$255.00 per hour
Level Three	$235.00 per hour
Level Two	$190.00 per hour
Level One	$175.00 per hour
Project Architect	$255.00 per hour
Project Engineer	
Level II	$195.00 per hour
Level I	$180.00 per hour
IT Manager	$190.00 per hour
CAD Manager	$185.00 per hour
Project Designer	$170.00 per hour
Job Captain/Staff Engineer/Construction Administrator	$160.00 per hour
Draftsperson Level II	$155.00 per hour
Draftsperson Level I	$150.00 per hour
Project Administrator	$95.00 per hour
Intern	$80.00 per hour

Reimbursable Rates

Blueprints, Printing and Reproductions	Cost plus 10%
Sub Consultant Services	Cost plus 10%

Reimbursable Expenses

Blueprints and Reproductions	Travel Expenses
Photography	Parking and Toll Expenses
Models and Renderings	Permit Fees
Postage/Overnight Mail Service	Courier Delivery Service

Charge Rate Schedule is subject to revisions.

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H RESUMES



LAKE CUNNINGHAM BIKE & SKATE PARK, SAN JOSE

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MARK BAGINSKI RLA, LEED AP

PRINCIPAL-IN-CHARGE | VERDE DESIGN, INC.

Mark joined Verde Design as a principal in 2008, one year after it was founded. He brings over 30 years of professional experience, and is responsible for project design and management, client relationships, and production of project documents. His projects have included recreational and athletic facilities, including neighborhood and pocket parks with playgrounds, athletic fields and sports complexes, plazas and streetscapes, aquatic facilities, commercial property development, and corporate campus master planning. Mark's projects have earned several notable awards and distinctions. A key characteristic of Mark's designs is the belief in an overall "big idea." This ensures that our clients' projects benefit from a strong, overall design concept that incorporates their goals and project objectives. Mark's background leading multidisciplinary development teams from the early programming phase through construction management, provides a broad base of experience for his projects.

QUALIFICATIONS & RELEVANT EXPERIENCE

B.S, Mississippi State University, 1991
B.L.A., Landscape Architecture, Mississippi State University, 1991
A.A.S., Land Development, State University of New York at Cobleskill, 1987

CA 4089, Landscape Architect, 1994
LEED Accredited Professional

American Society of Landscape Architects
Urban Land Institute
Coalition for Adequate School Housing
American Sports Builders Association
California Parks and Recreation Society

City of Cathedral City
- Dream Homes Park (current)
  - Master plan
  - Neighborhood park
  - Basketball court
  - Shaded play areas and plaza
  - Fitness stations and picnic shelters
  - Restrooms and lighted walkways
  - Open turf area and dog park
  - Parking areas
  - Regional trail connection

Town of Apple Valley
- Captain Joseph McConnel Jr. USAF Park (current)
  - All-weather track
  - Football field
  - Two soccer fields
  - Baseball field
  - Dog park
  - Veterans Memorial
  - Restroom building
  - Picnic shelters
  - Parking area

Cosumnes Community Services District, Elk Grove
- Arnold J. Adreani Park (2023)
  - Playground
  - Splash pad
  - Half-court basketball
  - Restroom
  - Picnic shelters
  - Walking path with exercise pods
  - Bike Trail connection

City of Sunnyvale
- Community Center Grounds (current)
  - Picnic and park amenities upgrade
  - Water feature renovations
  - Playground
  - Outdoor amphitheater/ performance space
  - Lighting and ADA upgrades
- Lakewood Park (current)
  - Synthetic turf baseball, soccer, and multi-use fields
  - Picnic and park amenities upgrade
  - Playground
  - Dog park and skate park
  - Splash pad / water play area
  - Lighting and ADA upgrades
- Fair Oaks Park (2022)
  - Synthetic turf baseball, soccer, and multi-use fields
  - Magical Bridge all-inclusive playground
  - Picnic and park amenities upgrade
  - Hardcourts reconstruction
  - Lighting and ADA upgrades
  - Dog park

Fair Oaks Recreation and Park District, Fair Oaks
- Phoenix Park (current)
  - Conceptual plan
  - Circulation and additional parking
  - Addition of two natural grass softball fields
  - Double batting cage
  - Playground and bike park
- Jim Streng Park (2022)
  - Play area with synthetic turf
  - Natural play area
  - Seating areas
  - Drought tolerant planting
  - Planting and irrigation

City of West Sacramento
- Bryte Park Master Plan (current)
  - Synthetic turf ball fields
  - Natural grass soccer fields
  - Aquatic center
  - Park amenities

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CHRIS GIANNINI RLA

ASSOCIATE, SR. PROJECT MANAGER | VERDE DESIGN, INC.

Chris joined Verde Design in 2019 as our Southern California office leader who leads all production efforts. This includes graphics, conceptual and construction drawing efforts as well as meeting preparation and project updates. Chris will provide management for the project, working with the team to attain input from your staff and various agencies involved, develop project programs, as well as direct supervision of drafting personnel, to ensure that you are satisfied and that the project's goals are met. Chris brings expertise in recreational facility and public park design, public works, high-density housing development, private residential design, commercial development, retail development, streetscape and highway design, and construction management to the Verde Design team. Chris has more than 25 years of experience in the design industry. Over his career, Chris has received multiple project awards from California Parks & Recreation Society (CPRS), American Society of Civil Engineers (ASCE) and American Public Works Association (APWA), which are all organizations he is actively involved in.

QUALIFICATIONS & RELEVANT EXPERIENCE

B.S., Landscape Architecture, California Polytechnic State University, Pomona, 1993

CA 4287, Landscape Architect, 1998

American Society of Landscape Architects
California Parks and Recreation Society
Coalition for Adequate School Housing

Town of Apple Valley
- Captain Joseph McConnel Jr. USAF Park (current)
  - All-weather track
  - Football field
  - Two soccer fields
  - Baseball field
  - Dog park
  - Veterans Memorial
  - Restroom building
  - Picnic shelters
  - Parking area

City of Burbank
- Brace Canyon Park (current)
  - Synthetic turf baseball, softball, soccer and flag football fields
  - All-weather walking track

City of Orange
- Hart Park (current)
  - Baseball field improvements

City of Cathedral City
- Dream Homes Park (current)
  - Basketball court
  - Shaded play areas and plaza
  - Fitness stations and picnic shelters
  - Restrooms and lighted walkways
  - Open turf area and dog park
  - Parking areas
  - Regional trail connection
- Downtown Dog Park Conceptual Plan (2023)
  - Large and small dog park
  - Pickle ball courts
  - Parking and site lighting
- Panorama Park (2022)
  - Dog park

City of Palm Springs
- Whitewater Park Master Plan (2019)
  - Neighborhood park
  - Dog park
  - Skate plaza
  - Splash pad and shaded play areas
  - Shaded plaza
  - Lighted walking paths
  - Open turf area
  - Parking area
  - Regional trail connection

City of Orange
- El Modena Park (current)
  - Softball field improvements

City of Poway
- Lake Poway Softball Field (current)
  - Softball field reconstruction

City of Santa Ana
- 1st & Mountainview Park (current)
  - Conceptual planning and public outreach

City of Bakersfield
- Kaiser Permanente Sports Village (2023)
  - Master plan
  - Five natural grass football fields with sports field lighting
  - Renovation of four natural grass fields
  - New parking and roads
  - Irrigation and stormwater management

Palomar College, San Marcos
- New Synthetic Football Field / Stadium (current)
- New Softball Field (current)

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MICHAEL SALAZAR RLA

PROJECT MANAGER | VERDE DESIGN, INC.

Mike joined Verde Design in 2022, contributing over 20 years of expertise in the field of landscape architecture. Prior to joining Verde Design, he dedicated his skills to several comprehensive landscape architectural firms. Mike's extensive portfolio includes a wide variety of public and private projects, including master planned communities, mixed-use commercial retail spaces, residential sub-divisions, parks, schools, churches, and streetscapes. Notably, he has overseen projects from the initial proposal stage and conceptual development to the creation of detailed working drawings, ultimately resulting in the thorough management of construction administration.

QUALIFICATIONS & RELEVANT EXPERIENCE

B.S., Landscape Architecture, California Polytechnic State University, Pomona, 2001

CA 5166, Landscape Architect, 2006

City of Cathedral City
- Dream Homes Park (current)
  - Master plan
  - Neighborhood park
  - Basketball court
  - Shaded play areas and plaza
  - Fitness stations and picnic shelters
  - Restrooms and lighted walkways
  - Open turf area and dog park
  - Parking areas
  - Regional trail connection

City of Burbank
- Brace Canyon Park (current)
  - Synthetic turf baseball, softball, soccer and flag football fields
  - All-weather walking track

Town of Apple Valley
- Captain Joseph McConnel Jr. USAF Park (current)
  - All-weather track
  - Football field
  - Two soccer fields
  - Baseball field
  - Dog park
  - Veterans Memorial
  - Restroom building
  - Picnic shelters
  - Parking area

City of Poway
- Lake Poway Softball Field (current)
  - Softball field reconstruction

City of Orange
- El Modena Park (current)
  - Softball field improvements

City of Santa Ana
- Chavez Campesino Park (2022)
  - New futsal court
  - Irrigation and turf improvements
  - Grading
  - ADA accessible connection walk

Palms Park Community Center, Lakewood
- Palms Park Community Center (current)
  - Patio with seating
  - Irrigation and planting

Weingart Senior Center, Lakewood
- Weingart Senior Center (current)
  - Irrigation and planting
  - Raised planters

Saddleback College, Mission Viejo
- Saddleback College (current)
  - Softball field reconstruction
  - Slope landscaping
  - Accessible pedestrian connections
  - Spectator bleachers
  - Biofiltration areas
  - Parking areas

Palmdale Academy Charter School, Palmdale
- Palmdale Academy Charter School (2022)
  - Synthetic turf multi-use fields
  - All-weather Track and Field

Oro Grande School District, Oro Grande
- Oro Grande Elementary School (2022)
  - Playground Improvements
  - New playground surfacing
  - New accessible walkways
  - Planting and irrigation

Palo Verde Unified School District, Palo Verde
- Palo Verde High School (current)
  - Natural grass fields replacement
  - New baseball field
  - Softball field improvements
  - Central plaza with shade structure

Gardena High School, Gardena
- Garden High School (current)
  - 8-lane all-weather running track
  - New natural grass football/soccer field
  - Track and field events
  - Accessible ramp down to field
  - New paving
  - Accessible parking lot upgrades
  - Landscape on perimeter slopes

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GIOVANI AGUIRRE, RLA

PROJECT DESIGNER | VERDE DESIGN, INC.

Giovani joined Verde Design in 2022. As project designer, Giovani's contributions to projects start from early conceptual design to construction documentation, to assisting in the construction administration phase. With 10 + years of professional experience, Giovani has worked on multiple project types such as parks, trails, streetscapes, single-family and multi-family housing, commercial retail, Industrial, and environmental planning documents such as design guidelines, specific plans, and Greening Studies.

QUALIFICATIONS & RELEVANT EXPERIENCE

B.S., Landscape Architecture, California Polytechnic State University, Pomona, 2013

A.S, Riverside City College, 2008

CA 6899, Landscape Architect, 2023

American Society of Landscape Architects

City of Cathedral City
- Dream Homes Park (current)
  - Neighborhood park
  - Picnic shelters, restrooms, shaded plaza and play areas
  - Basketball court and fitness stations
  - Lighted walking paths
  - Open turf area and dog park
  - Parking areas and trail connection
- Downtown Dog Park Conceptual Plan (2023)
  - Large and small dog park
  - Pickle ball courts
  - Parking and site lighting
- Town Square Water Play (2023)
  - Splash pad design with seating
  - Fountain of Life railing design

Town of Apple Valley
- Captain Joseph McConnel Jr. USAF Park (current)
  - All-weather track
  - Football field
  - Two soccer fields
  - Baseball field
  - Dog park
  - Veterans Memorial
  - Restroom building
  - Picnic shelters
  - Parking area

City of Burbank
- Brace Canyon Park (2023)
  - Synthetic turf
  - Baseball, softball, soccer and flag football fields
  - All-weather walking track

City of Poway
- Lake Poway Softball Field (current)
  - Softball field reconstruction

City of Bakersfield
- Kaiser Permanente Sports Village (2023)
  - Master plan
  - Five natural grass football fields with sports field lighting
  - Renovation of four natural grass fields
  - New parking and roads
  - Irrigation and stormwater management

Colton Joint Unified School District, Colton
- Grand Terrace High School (current)
  - Synthetic turf replacement on football/soccer field

Saddleback College, Mission Viejo
- Saddleback College (current)
  - Softball field reconstruction
  - Slope landscaping
  - Accessible pedestrian connections
  - Spectator bleachers
  - Biofiltration areas
  - Parking areas

Oro Grande School District, Oro Grande
- Oro Grande Elementary School (2022)
  - Playground Improvements
  - New playground surfacing
  - New accessible walkways
  - Planting and irrigation

San Mateo-Foster City School District, San Mateo/Foster City
- Audubon Elementary School (current)
  - Synthetic turf multi-use field
- Bayside Elementary School (current)
  - Synthetic turf multi-use field
- Brewer Elementary School (current)
  - Synthetic turf multi-use field
- George Hall Elementary School (current)
  - Synthetic turf multi-use field

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APPENDIX (ADDENDA)

ARNOLD ADREANI PARK, ELK GROVE

Docusign Envelope ID: C213ACC8-E15A-45DA-805A-553EF5810D37

DEPARTMENT of PUBLIC WORKS
1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

JUNE 4, 2024

RFQ FOR ON-CALL PROFESSIONAL SERVICES

ADDENDUM 01

TO: ALL RFQ HOLDERS

ADDENDUM NO. 1, AS DESCRIBED BELOW, IS FOR THE USE OF CONSULTANTS SUBMITTING THE STATEMENT OF QUALIFICATIONS OR RESPONSES TO THE CITY'S REQUEST FOR QUALIFICATIONS. ALL CONSULTANTS SHALL INDICATE ON THE STATEMENT/PROPOSAL COVER LETTER THAT THEY HAVE RECEIVED THIS ADDENDUM NO. 1.

QUESTIONS & RESPONSES:

1. *In regard to the subject RFQ Scope of Work for General Civil Engineering Design as shown on page 4, can you please confirm if the City would like us to include Geotechnical services as part of the Civil component as stated, since there is also a separate RFQ category for Geotechnical service on page 5?*
   No, please submit a separate statement of qualifications if your firm is interested in providing services in the category of Geotechnical Engineering, Geology, and Material Testing. This category is intended for direct geotechnical services for the City. For General Civil Engineering Design, it is expected that the lead consultant will team up with your desired geotechnical consultant or your own qualified staff as needed to provide complete PS&E construction documents.

2. *Can firms be both a prime consultant and a sub-consultant to another team in the same or different service category?*
   Yes, firms can be both.

3. *Will the City allow the usage of the City's logo in the proposal materials?*
   Yes, the City will allow the usage of the logo.

4. *Can you specify how "Associate, Civil, and Senior Civil" Engineers are classified? Is it based on number of years of experience or other criteria?*
   You may reference the City of Gardena's job specifications as your minimum guideline: https://www.governmentjobs.com/careers/cityofgardena/classspecs. The specifications for the Senior Civil Engineer position have not been developed. Therefore, assume that the job responsibilities are similar to those of a Civil Engineer, but require a minimum of 8 years of experience, including managerial experience. As mentioned, these specifications are minimal guidelines and consultants are encouraged to propose additional qualifications or experience to provide a competitive proposal.

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5. *Can you please confirm if firms are able to just submit a proposal for the geotechnical engineering/geology and material testing services or require having a team with a construction management company in order to pursue this?*
   Yes, you may just submit a proposal/statement for the geotechnical/geology and material services.

6. *Do you anticipate consultants to support and prepare grant applications?*
   The City may request services under General Civil Engineering, Traffic Engineering, Architecture and/or Landscape Architecture as applicable.

7. *You are requesting references in the Similar Projects/Services and the References sections. Can you please clarify what information you would like in each section since both sections are asking for client contact information?*
   The information can overlap; however, Similar Projects/Services should identify specific projects with scope descriptions, key personnel and their roles, project dates, etc., as mentioned in the RFQ. The Reference Section should identify the current contact agency, person, phone number, and email so the reviewer can perform the reference check if necessary.

END OF ADDENDUM 01

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 18.A
Section: DEPARTMENTAL ITEMS - TRANSPORTATION
Meeting Date: September 10, 2024

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

AGENDA TITLE: Approve GTrans Proposed Service Changes for January 2025

COUNCIL ACTION REQUIRED:
Staff Recommendation: Approve Service Changes

RECOMMENDATION AND STAFF SUMMARY:
In 2017, GTrans conducted a comprehensive Line by Line Analysis of fixed route and Special Transit Service for Fiscal Year 2018. Based on this analysis, a service change proposal for implementation in 2020 was submitted and approved by City Council in 2019. However, due to COVID-19 restrictions, implementation of these approved changes were delayed, which necessitated modifications to the current service at the time.

Since then, GTrans has conducted extensive analysis and monitoring, recognizing that the 2020 COVID-19 pandemic has caused transit ridership in LA County to change immensely in both travel behaviors and patterns. This significant impact has affected not only GTrans service, but transit service in Los Angeles County. In addition to shifting travel patterns, the South Bay region has witnessed significant developments, including the Inglewood Sports and Entertainment Complex—home to SoFi Stadium (hosting the Los Angeles Rams and Chargers), the Intuit Dome (home of the Los Angeles Clippers), the Kia Forum, and numerous hotels, restaurants, residences, and shopping venues. Similarly, the LAX Automated People Mover system and the LAX Metro Transit Center Station on the LA Metro K Line have made substantial progress. As the region prepares for the Los Angeles 2028 Olympics, these developments are expected to be transformative, offering tremendous opportunities to enhance mobility while reducing vehicle miles traveled.

In response to these recent developments and challenges, service modifications are deemed necessary. The proposed adjustments are intended to enhance service delivery while addressing existing constraints. Public comment was solicited through a series of community meetings conducted both via Zoom and in person, at various times of day and on weekends, as well as during a public hearing held at the Gardena Council Chambers. Following a comprehensive analysis of the data gathered and feedback received, GTrans proposes to implement the changes in early 2025 and will continue to evaluate their impacts. Detailed information regarding the proposed changes is provided in the attached Agenda Staff Report.

Therefore, GTrans recommends that Council approve the Proposed 2025 Service Changes.

FINANCIAL IMPACT/COST:

Based on the proposed changes to service, GTrans anticipates $1,853,560 in overall annual cost savings to GTrans. However, cost savings reflected on Line 1X and Line 4 have been realized during the current modified service period resulting from the COVID-19 pandemic. The net costs of $1,201,249 can be absorbed through the aforementioned cost savings already realized.

Overall cost implications would take effect with the service change implementation in January 2025. There is no impact to the General Fund.

ATTACHMENTS:

GTrans Service Changes 2025 Staff Report.pdf

APPROVED:



_____

Clint Osorio, City Manager

CITY COUNCIL MEETING
AGENDA STAFF REPORT

AGENDA TITLE:

Approve GTrans Revised Proposed 2025 Service Changes

RECOMMENDATION:

Approve Proposed 2025 Changes

BACKGROUND:

In 2017, GTrans conducted a comprehensive Line by Line Analysis of fixed route and Special Transit Service for Fiscal Year 2018. Based on this analysis, a service change proposal for implementation in early 2020 was submitted and approved by City Council in 2019. The 2020 approved changes are outlined below:

Line	Description of Service Change
Line 1X	Eliminate Six (6) Midday Trips to Downtown L.A. in Each Direction
Line 2	Adjust Weekday Running Times to Improve On-Time Performance
Line 3	Adjustments to Weekend Span of Service; Separate Saturday and Sunday Schedules
Line 4	Eliminate Line 4 Route Segment

However, due to COVID-19 restrictions, implementation of these approved changes were not implemented and instead routes were modified to reflect reduced ridership and operator shortages, which necessitated modifications to the current service at the time. Since then, GTrans has conducted extensive analysis and monitoring, recognizing that the 2020 COVID-19 pandemic has caused transit ridership in LA County to change immensely in both travel behaviors and patterns. This significant impact has affected not only GTrans service, but transit service in Los Angeles County, California and throughout the nation.

Prior to the pandemic, GTrans served over 3 million boarding customers on five routes. While still providing lifeline service to our community's most vulnerable workers, GTrans saw a reduction of over half its riders in 2020, and as of FY24 worked its way back, now carrying 2.2 million boarding customers. Since that time, GTrans has slowly been adding back service that was reduced due to low ridership and a shortage of transit operators needed to deliver the service.

During that period the South Bay saw major developments emerge, such as the Inglewood Sports and Entertainment Complex that houses SoFi Stadium, (home to the Los Angeles Rams and Chargers) and the Intuit Dome (home to the Los Angeles Clippers,) the Kia Forum, and plans for various hotels, restaurants, residences and shopping venues. Similarly, we will soon see the new LAX Automated People Mover system/stations, and the LAX Metro Transit Center Station on the LA Metro K Line. In preparation for the Los Angeles 2028 Olympics, the development in the area has been and will be transformative and provide for tremendous opportunity to provide mobility options for people while reducing vehicle miles traveled.

Additionally, the evolving conditions of GTrans stops and routes, coupled with a nationwide shortage of operators, have posed new challenges for the agency.

In response to these developments, service modifications are needed. The proposed changes are designed to enhance service while addressing current constraints and challenges. GTrans is proposing to implement the following proposed changes in January 2025 and will continue to evaluate their impact thereafter.

Proposed Changes for 2025

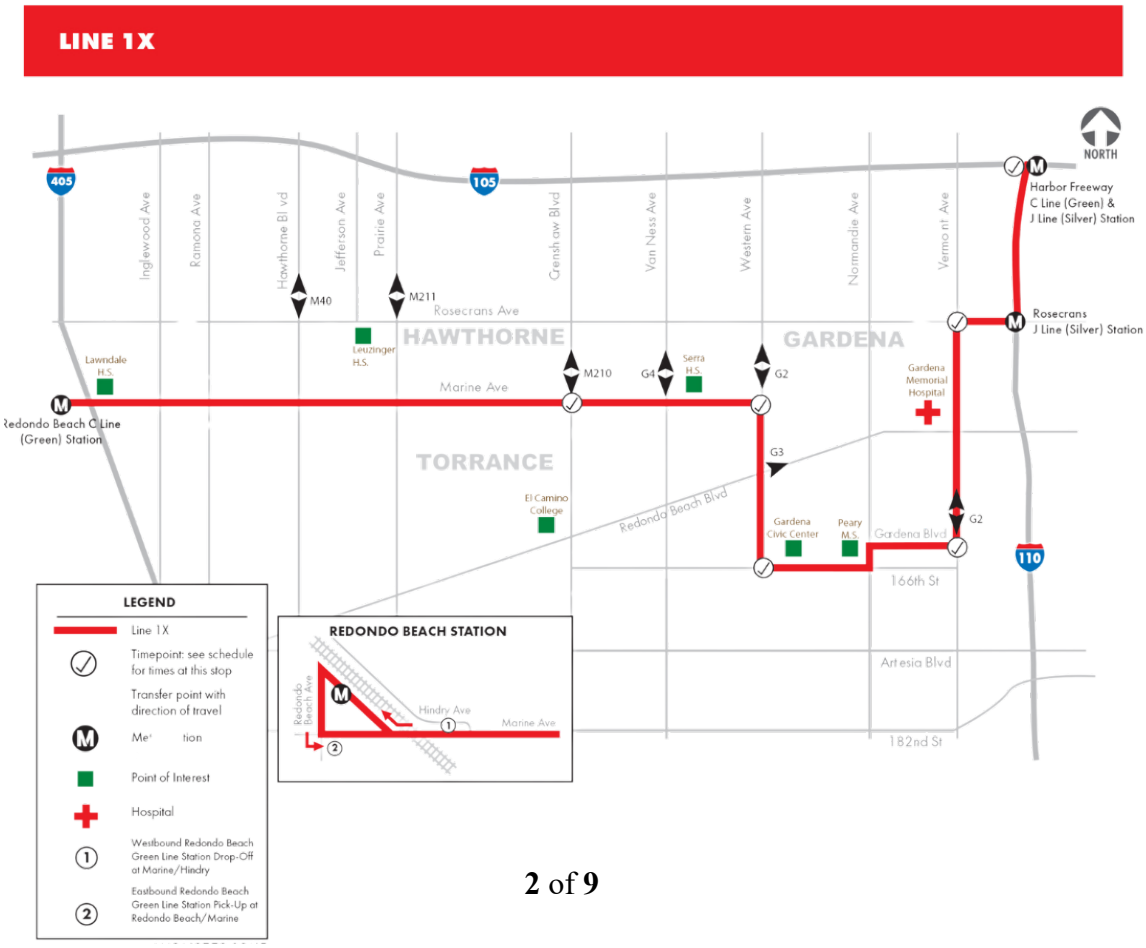
Line 1X

The 2020 changes for Line 1X included the elimination of six midday trips to Downtown Los Angeles in both directions. However, due to COVID-19, the Downtown Los Angeles segment of the line was suspended and remains as such to this day. Line 1X currently operates a modified weekend schedule on weekdays. The route operates from Metro's Redondo Beach Station, traveling along Marine Avenue through the City of Gardena, stopping at the Harbor Freeway C (Green) Line and J (Silver) Line station.

Among the five routes managed by GTrans, Line 1X is historically the least productive route, with approximately 650 daily riders, translating to about ~5-12 riders per service hour on weekdays and a cost of roughly $11.97 per boarding. Prior to the modified service, nearly 85 percent of trips towards Downtown Los Angeles had occupancy rates of 30 percent or less. Under the modified service, Line 1X serves an average of 300 riders on the weekday.

Given the ongoing suspension and continued low ridership, GTrans is proposing to officially eliminate all weekday service to Downtown Los Angeles and the associated zone fare of an additional $1.00 and adopting the current modified schedule, which offers service from 7:30 a.m. to 6:39 p.m. with a 45-minute frequency from Redondo Beach C Line Station to the Harbor Freeway C and J Line Station.

Proposed Route Map



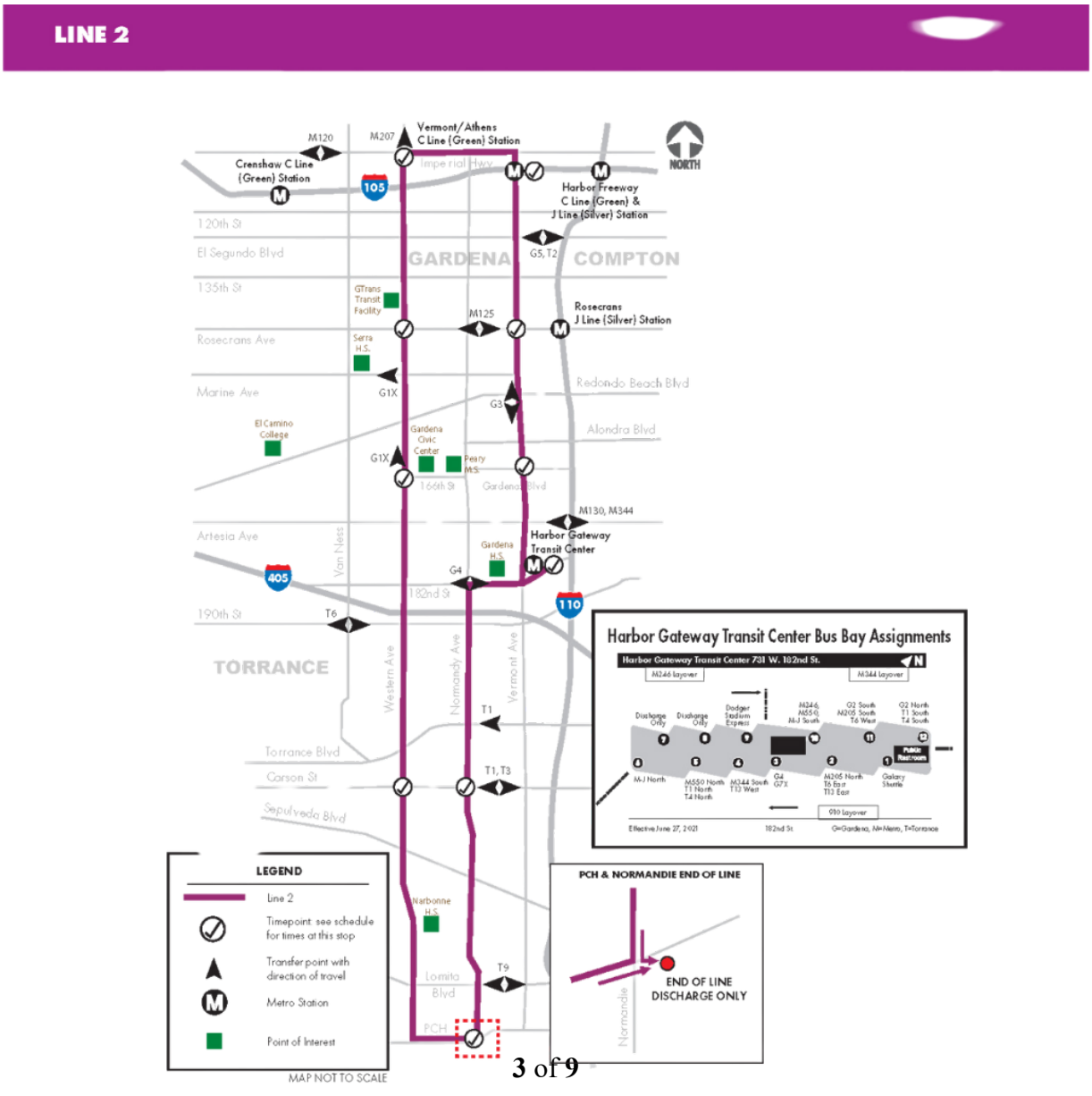
Line 2

Line 2 is GTrans' most heavily utilized route, running parallel to the Harbor Freeway along the key corridors of Western Avenue and Vermont Avenue. It provides vital connections to Metro's Vermont Green Line Station and the Harbor Gateway Transit Center, linking with both Metro and other municipal transit services. In FY24, Line 2 served an average of 6,100 riders on the weekday and achieving nearly 35 boardings per hour.

The planned changes for Line 2 in 2020 aimed to enhance weekday running times and improve on-time performance. However, the implementation of these changes were delayed due to the COVID-19 pandemic, which temporarily reduced weekday service to a weekend schedule. In April 2021, service was reinstated with a Monday through Friday frequency of 15 minutes from 4:29 a.m. to 10:01 p.m., and a Saturday and Sunday frequency of 30 minutes from 4:53 a.m. to 9:38 p.m.

To further enhance service quality, GTrans is now proposing minor adjustments to Line 2 during weekday peak periods to improve on-time performance and overall service efficiency along the route.

Proposed Line 2 Route Map



Line 3

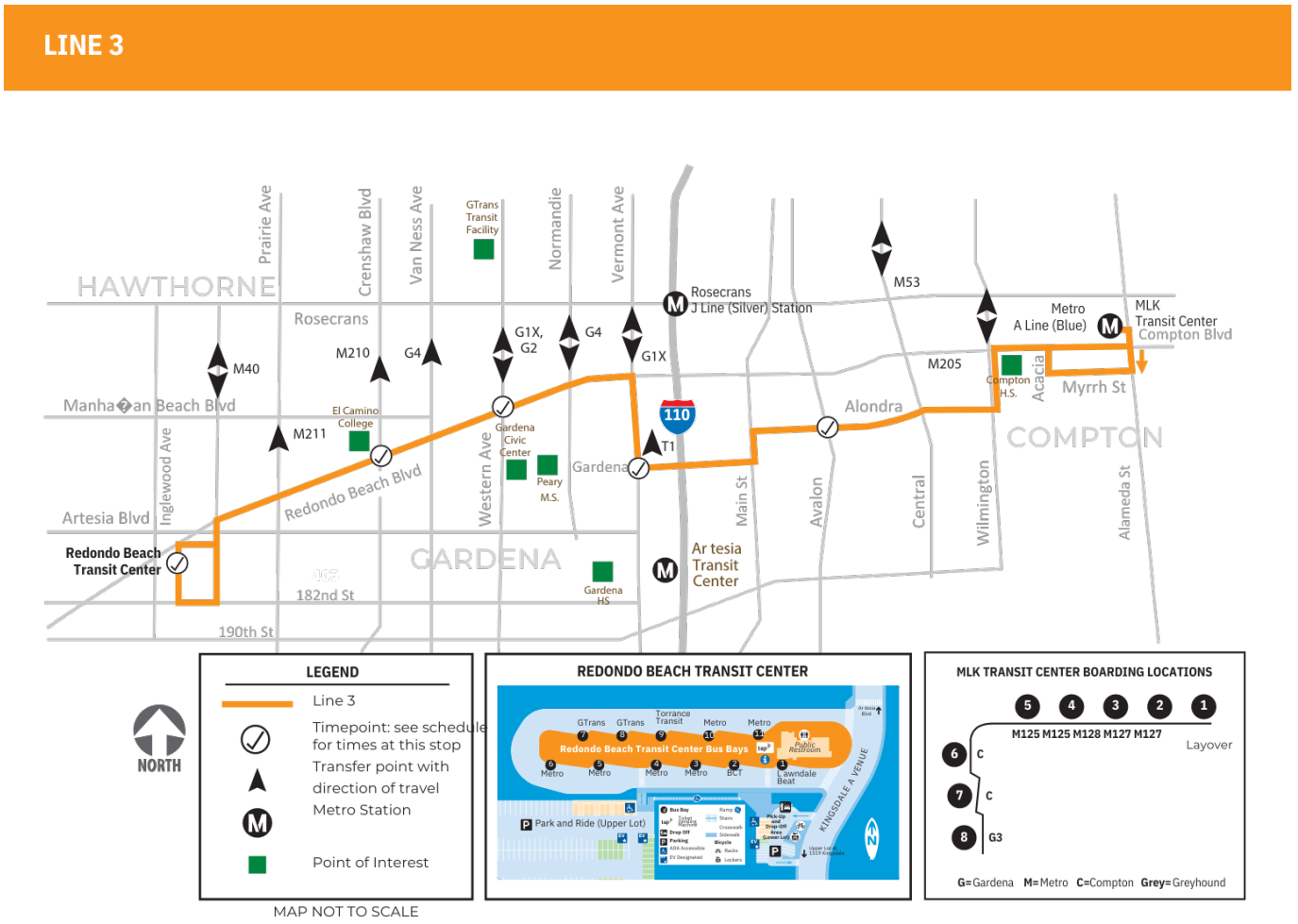
Line 3 operates from the Redondo Beach Transit Center to Metro's Martin Luther King Transit Center in Compton. As the second most heavily used route in the GTrans network, Line 3 serves nearly 2,000 riders on an average weekday, or approximately 30 riders per hour. It is a crucial cross-town service; however, traffic congestion frequently affects its on-time performance.

The proposed 2020 changes for Line 3 included adjustments to the weekend span of service and the separation of Saturday and Sunday schedules. The implementation of these changes was delayed due to the COVID-19 pandemic, which led to a temporary reduction in weekday service to a weekend schedule.

In January 2024, service was restored to a Monday through Friday frequency of 30 minutes from 5:39 a.m. to 8:20 p.m., and a Saturday and Sunday frequency of 30 minutes from 5:39 a.m. to 7:18 p.m.

To further enhance service, GTrans is now proposing minor adjustments to Line 3 during weekday peak periods to improve on-time performance and overall efficiency along the route.

Proposed Line 3 Map



Line 4

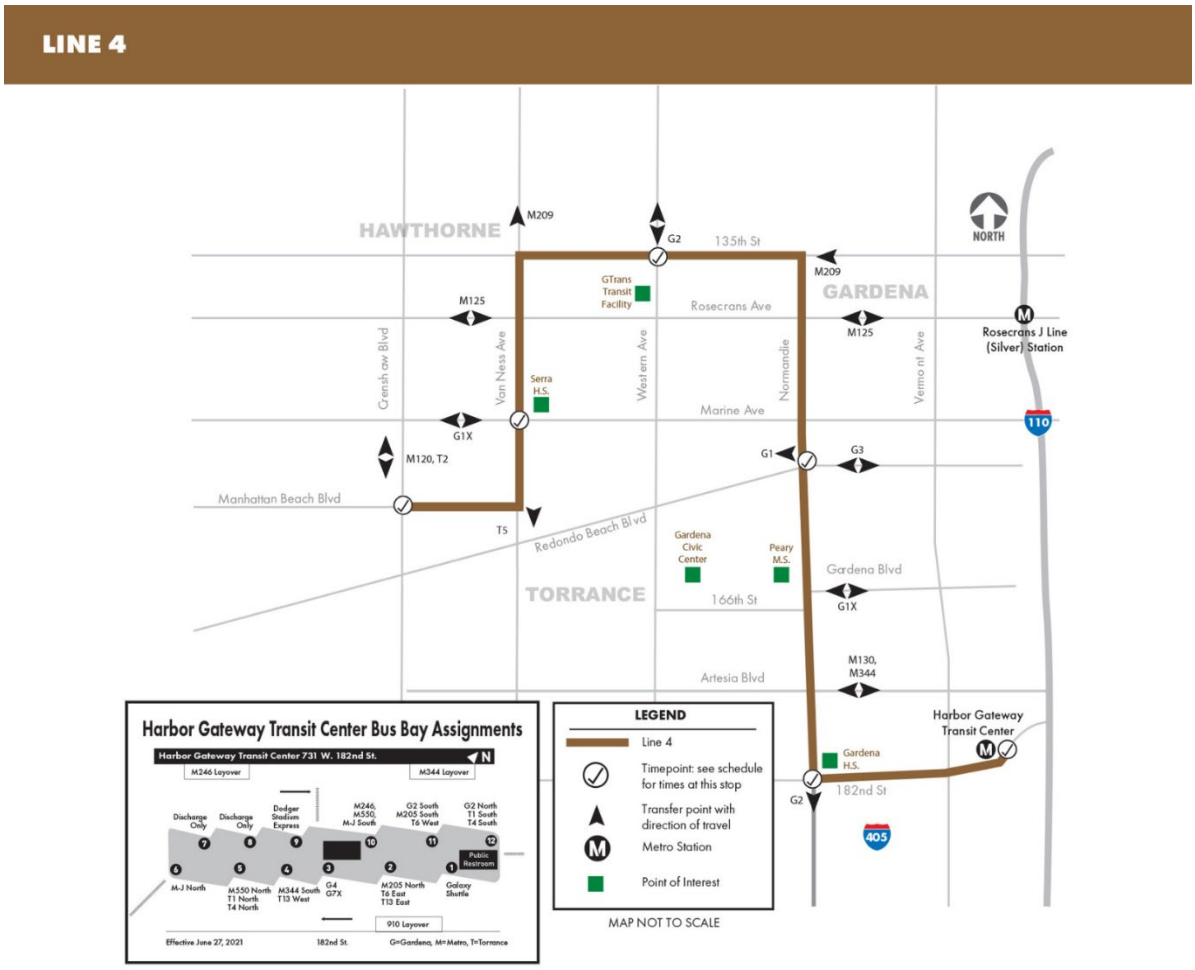
Line 4 serves as an East/West circulator route between Gardena and Hawthorne, and is one of GTrans' lowest-performing lines, with an average of 450 riders per weekday—about 20 riders per hour—and a cost of $6.73 per boarding in 2019. The route connects to the bustling Metro Harbor Gateway Transit Center and partially overlaps with GTrans Line 1X along Marine Avenue.

The 2020 changes for Line 4 included eliminating the segment between Hawthorne Blvd/147th St and Manhattan Beach Blvd/Crenshaw Blvd. However, due to the COVID-19 pandemic, this change was postponed, and service on the route was suspended.

This proposed routing still supports ridership generated from students at Gardena High School and provides peak access to major transfer points of Harbor Gateway Transit Center and El Camino College. However, considering the continued suspension and historically low ridership, GTrans is proposing a new alignment for Line 4, extending from Manhattan Beach Blvd/Crenshaw Blvd to the Harbor Gateway Transit Center. The revised service would include peak directional service with two trips in the AM and PM time periods. This limited schedule would operate year-round, with exceptions during winter and summer breaks.

To address the reduction in Line 4 service, GTrans will be launching a pilot service called Microtransit, a new shared-ride service for the general public launching in Fall 2024. This pilot service was approved by City Council in 2023. Microtransit will serve the City of Gardena's boundaries including key stops along Line 4 and operate from Monday through Friday from 7 a.m. to 9 p.m. and Saturday from 10 a.m. to 5 p.m.

Proposed Line 4 Map



Line 5

Line 5 operates East/West, connecting the Aviation C Line Station with the Willowbrook/Rosa Parks C Line and A Line Station. In 2019, Line 5 provided service Monday through Friday with a 30-minute frequency from 4:35 a.m. to 8:57 p.m. However, due to COVID-19, service was temporarily reduced to a 60-minute frequency from 5:35 a.m. to 8:27 p.m. As of January 2024, service has been partially restored to a 45-minute frequency from 5:35 a.m. to 8:27 p.m., Monday through Friday. Currently, Line 5 serves an average of 555 riders on the weekday.

The South Bay region has also seen major developments emerge over the past few years, including the progress of new LAX Automated People Mover system, the LAX Metro Transit Center Station and the LA Metro K Line. Additionally, the incoming World Cup 2026 and Los Angeles 2028 Olympics will be transformative and provide an opportunity to provide mobility options for people while reducing vehicle miles traveled.

Therefore, GTrans is proposing enhancements to the weekday service that include increasing weekday service to 30-minute frequency and introducing a new weekend service operating at a 30-minute frequency from 6 a.m. to 8 p.m. from the Aviation C Line Station to the Willowbrook/Rosa Parks C Line & A Line Station. GTrans was also awarded funding through the Metro Express Lanes Grant Program to support weekend service on Line 5.

Outreach

GTrans developed its initial proposals with the idea that the final piece of the evaluation puzzle would be feedback from customers and the community. In addition, GTrans is required to evaluate its changes in accordance with its Title VI polices governing non-discrimination in the provision of transit service. In accordance with the GTrans Major Service Change Policy and Public Participation Plan adopted by the Council in July 2019, GTrans embarked on a comprehensive outreach campaign.

Outreach included a detailed description of changes and ways to comment on the GTrans website, www.ridegtrans.com with automated comment forms that provide comments directly back to staff. Information on the website is able to be translated into over 100 languages using Google Translate featured on the website. In addition, GTrans set up a separate service change comment email address: proposedchanges@cityofgardena.org, which directs back to staff for collection and dissemination to GTrans planning team. Three community meetings and one public hearing were scheduled for both online and in person at different times of the day and on the weekend, giving individuals the opportunity to provide comments and feedback. Bilingual Spanish/English advertisements were placed on car cards on all GTrans buses along with detailed service change brochures, and notifications about the community meetings were placed on the bulkheads behind the bus operators. Outreach was also conducted using GTrans social media accounts through Facebook, Twitter and Instagram. Notification of the meetings were published on several newspapers, including The Daily Breeze, Gardena Valley News, La Opinion and The Korea Times. The public was informed that comments would be recorded up until midnight on August 28, 2024.

Feedback

GTrans received varied feedback through email, meetings, and social media, mainly regarding the proposed increase in Line 5 service. Comments included questions about the new Microtransit service, the timing of changes, and resource allocation. Overall, feedback was supportive of the proposed changes. We also received additional suggestions for new service expansion and alternative routing separate from the proposed service changes. These suggestions will be further considered during future service changes and potentially in the upcoming comprehensive operational analysis.

Line 1X Feedback

GTrans received five comments concerning the proposal to eliminate all trips to Downtown Los Angeles on Line 1X. One commenter endorsed the reduction as a beneficial adjustment, while another inquired about the potential for reinstating Downtown LA trips in the future. A third commenter expressed frustration, questioning the continued support for Line 7X compared to Line 1X. The fourth commenter proposed extending the line to Norwalk and Whittier. The final commenter supported modifications to Line 1X, suggesting it operate between Harbor Freeway and Redondo Beach Stations and asking if peak hour service would be maintained between Harbor Freeway and Downtown LA. They also recommended extending the line from Redondo Beach Station to Manhattan Beach Pier to cover portions of the former Metro Line 126.

Line 2 Feedback

Two comments were received regarding the proposal to implement minor adjustments to the route during weekday peak periods to enhance on-time performance and overall service. One commenter advocated for relocating the route's terminus to the Harbor Gateway Transit Center. The second commenter endorsed the recommended changes.

Line 3 Feedback

Two comments were received concerning the proposal to make minor adjustments to this route during weekday peak periods to improve on-time performance and overall service. One commenter suggested extending the line to the Redondo Beach Pier, while the other supported the recommended changes.

Line 4 Feedback

GTrans received three comments regarding the proposed changes to Line 4, which would reduce service to two one-way eastbound trips in the morning and two one-way westbound trips in the afternoon. One commenter expressed frustration with the reduction, arguing that it is unfair for Line 4 to face cutbacks while Line 7X continues to receive support. The second commenter requested an extension of the line to Del Amo Station in Carson and downtown Inglewood Station. The final commenter opposed the reduction and proposed running all-day weekday service from Harbor Gateway Transit Center to El Camino College, with a potential extension to Redondo Beach Station via Manhattan Beach Blvd, Inglewood Ave, and Marine Ave.

Line 5 Feedback

GTrans received four comments regarding the proposed enhancements to Line 5 service, which include increased frequency and expanded weekend service. The first commenter strongly supported the expansion, noting benefits such as improved scheduling flexibility, reduced reliance on cars, and increased public transit usage. They also highlighted that these enhancements would further economic and climate goals and enhance service reliability for residents. The second commenter recommended extending Line 5 to connect with the LAX/Metro Transit Center for direct access to Los Angeles International Airport. The third commenter inquired about the possibility of connecting Line 5 to the LAX/Metro Transit Center. The final commenter supported the proposed changes.

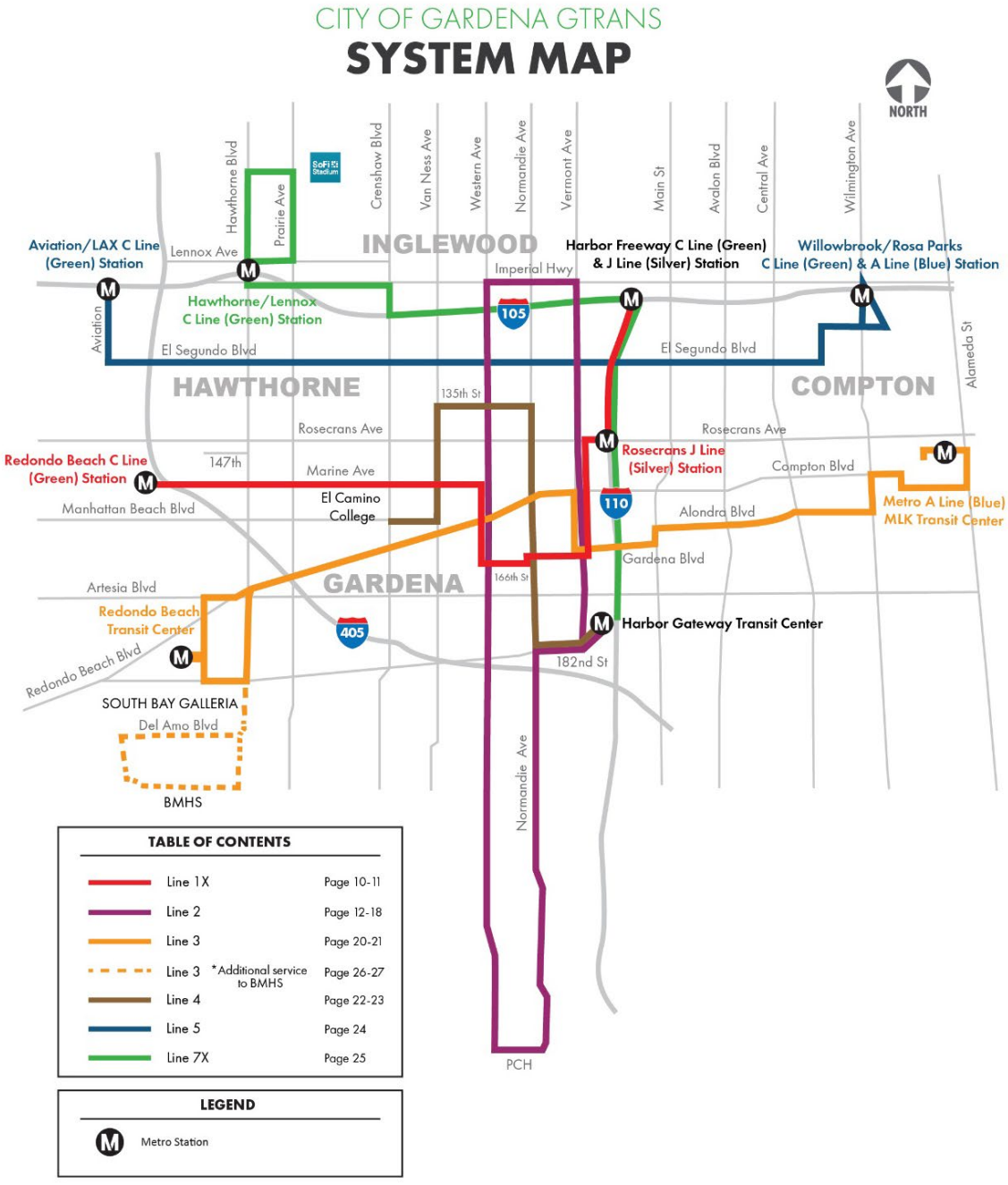
Microtransit Feedback

GTrans received four comments regarding the reintroduction of the new on-demand transit service, Microtransit. The first commenter requested details about the service's hours of operation. The second inquired about the fare structure. The third sought further information on the service's features and coverage. The final commenter compared the proposed Microtransit service to Metro Micro, expressing concern that high demand for Metro Micro prevents single ride bookings and suggesting that similar issues might affect the new Microtransit service.

Summary and Next Steps

Overall, the feedback received from the public did not warrant any adjustments to the proposed changes, and therefore GTrans is proposing to make changes systemwide in order to enhance and improve overall service and reliability. If these changes are approved by the Council, GTrans will begin its internal preparation for the change to take effect in January of 2025. This preparation will include developing schedules, marketing materials and preparing for the operator bids where bus operators bid for work assignments and dissemination of the new schedule to GTrans' customers and community. Below is a proposed systemwide map of the recommended service changes, along with a table detailing change to the annual revenue service hours and cost implications for each proposed service change:

Proposed Systemwide Map



Change in Annual Revenue Hours and Cost Implications

The highlighted rows reflect cost savings already realized from the suspended portions of the service operated on Line 1X and Line 4 during the current modified service period resulting from the COVID-19 pandemic. Changes in annual revenue hours and cost implications for the upcoming proposed service changes are reflected on Line 2, 3 and 5. The net costs of $1,201,249 can be absorbed through the aforementioned cost savings already realized.

Line	Description of Service Change	Change in Annual Revenue Hours from 2019	Cost
Line 1X	Eliminate All Trips to Downtown Los Angeles	(6,200)	($1,524,208)
Line 2	Minor Adjustments to Weekend Running Times to Improve On-Time Performance	Neutral	Cost Neutral
Line 3	Adjust Weekday Running Times to Improve On-Time Performance	390	$95,878
Line 4	Permanent Reduction of Service to Peak Directional AM and PM Trips Running All Year Except Winter and Summer Break	(6,226)	($1,530,600)
Line 5	Improve Weekday Headways and Expand Service on Line 5 to Operate on Weekends	4,496	$1,105,370
	TOTAL CHANGE FROM 2019*	**(7,540)**	**($1,853,560)**
	NET CHANGES	**4,886**	**$1,201,248**

*Includes both savings already realized and new costs.

IN CONCLUSION, GTrans recommends that the City Council approve the revised proposed 2025 service changes as outlined in the Staff Report.

Submitted by:  **Date: 9/10/2024**

Ernie Crespo, Director of Transportation

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 19.A
Section: COUNCIL ITEMS
Meeting Date: September 10, 2024

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

AGENDA TITLE: Designation of Voting Delegate / Representative for the League of California Cities Annual Conference and Expo - October 16-18, 2024

COUNCIL ACTION REQUIRED:
Staff Recommendation: Designate Voting Delegate / Representative

RECOMMENDATION AND STAFF SUMMARY:
Staff respectfully recommends that the City Council designate a member of the City Council to serve as the City of Gardena's Voting Delegate during the October 16-18, 2024, League of California Cities Annual Conference and Expo being held at the Long Beach Convention Center. Consistent with League bylaws, a city's voting delegate must be designated by its City Council.

As Gardena's Delegate to the Los Angeles County League of California Cities, Mayor Pro Tem Rodney G. Tanaka is registered to attend and represent the City of Gardena at the Annual Conference and Expo and will be available to serve in this capacity. In the event that Mayor Pro Tem Tanaka cannot attend, Council Member Wanda Love, the Alternate to the Los Angeles County League of California Cities, can represent the City of Gardena.

Therefore, Staff recommends that the City Council designate Mayor Pro Tem Tanaka to represent the City of Gardena as its official Voting Delegate and Council Member Love as the official Voting Delegate - Alternate during the League's Annual Conference and Expo in October.

Council Action regarding selection of Voting Delegate is advised by September 25, 2024. The Selection information, attested by the City Clerk, will be submitted to the League of California Cities Office by the required 2024 deadline.

FINANCIAL IMPACT/COST:
N/A

ATTACHMENTS:
2024 Cal Cities Voting Delegate Information Packet.pdf

APPROVED:



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Clint Osorio, City Manager

LEAGUE OF CALIFORNIA CITIES

Council Action Advised by September 25, 2024

DATE: Wednesday, July 10, 2024

TO: Mayors, Council Members, City Clerks, and City Managers

RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference and Expo, Oct. 16-18, 2024
Long Beach Convention Center

Every year, the League of California Cities convenes a member-driven General Assembly at the Cal Cities Annual Conference and Expo. The General Assembly is an important opportunity where city officials can directly participate in the development of Cal Cities policy.

Taking place on Oct. 18, the General Assembly is comprised of voting delegates appointed by each member city; every city has one voting delegate. Your appointed voting delegate plays an important role during the General Assembly by representing your city and voting on resolutions.

To cast a vote during the General Assembly, your city must designate a voting delegate and up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity. Voting delegates may either be an elected or appointed official.

Action by Council Required. Consistent with Cal Cities bylaws, a city's voting delegate and up to two alternates must be designated by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.

Following council action, please submit your city's delegates through the online submission portal by Wed., Sept. 25. When completing the Voting Delegate submission form, you will be asked to attest that council action was taken. You will need to be signed in to your My Cal Cities account when submitting the form.

Submitting your voting delegate form by the deadline will allow us time to establish voting delegate/alternate records prior to the conference and provide pre-conference communications with voting delegates.

Conference Registration Required. The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration is open on the Cal Cities website.

LEAGUE OF CALIFORNIA CITIES

For a city to cast a vote, one voter must be present at the General Assembly and in possession of the voting delegate card and voting tool. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the voting delegate desk. This will enable them to receive the special sticker on their name badges that will admit the voting delegate into the voting area during the General Assembly.

Please view Cal Cities' event and meeting policy in advance of the conference.

Transferring Voting Card to Non-Designated Individuals Not Allowed. The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the General Assembly, they may *not* transfer the voting card to another city official.

Seating Protocol during General Assembly. At the General Assembly, individuals with a voting card will sit in a designated area. Admission to the voting area will be limited to the individual in possession of the voting card and with a special sticker on their name badge identifying them as a voting delegate.

The voting delegate desk, located in the conference registration area of the Long Beach Convention Center in Long Beach, will be open at the following times: Wednesday, Oct. 16, 8:00 a.m.-6:00 p.m. and Thursday, Oct. 17, 7:30 a.m.-4:00 p.m. On Friday, Oct. 18, the voting delegate desk will be open at the General Assembly, starting at 7:30 a.m., but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for submitting your voting delegate and alternates by Wednesday, Sept. 25. If you have questions, please contact Zach Seals at zseals@calcities.org.

Attachments:

- General Assembly Voting Guidelines
- Information Sheet: Cal Cities Resolutions and the General Assembly

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General Assembly Voting Guidelines

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to Cal Cities policy.

2. **Designating a City Voting Representative.** Prior to the Cal Cities Annual Conference and Expo, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the voting delegate form provided to the Cal Cities Credentials Committee.

3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the voting delegate desk in the conference registration area. Voting delegates and alternates must sign in at the voting delegate desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the General Assembly.

4. **Signing Initiated Resolution Petitions**. Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the credentials committee at the voting delegate desk, may sign petitions to initiate a resolution.

5. **Voting.** To cast the city's vote, a city official must have in their possession the city's voting card and voting tool; and be registered with the credentials committee. The voting card may be transferred freely between the voting delegate and alternates but may not be transferred to another city official who is neither a voting delegate nor alternate.

6. **Voting Area at General Assembly.** At the General Assembly, individuals with a voting card will sit in a designated area. Admission to the voting area will be limited to the individual in possession of the voting card and with a special sticker on their name badge identifying them as a voting delegate.

7. **Resolving Disputes**. In case of dispute, the credentials committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the General Assembly.

LEAGUE OF CALIFORNIA CITIES

How it works: Cal Cities Resolutions and the General Assembly

Developing League of California Cities policy is a dynamic process that engages a wide range of members to ensure Cal Cities represents cities with one voice. These policies directly guide Cal Cities' advocacy to promote local decision-making, and lobby against statewide policies that erode local control.

The resolutions process and General Assembly is one way that city officials can directly participate in the development of Cal Cities policy. If a resolution is approved at the General Assembly, it becomes official Cal Cities policy. Here's how resolutions and the General Assembly work.

Prior to the Annual Conference and Expo

General Resolutions



Sixty days before the Annual Conference and Expo, Cal Cities members may submit policy proposals on issues of importance to cities. The resolution must have the concurrence of at least five additional member cities or individual members.

Policy Committees



The Cal Cities President assigns general resolutions to policy committees where members review, debate, and recommend positions for each policy proposal. Recommendations are forwarded to the Resolutions Committee.

During the Annual Conference and Expo

Petitioned Resolutions



The petitioned resolution is an alternate method to introduce policy proposals during the annual conference. The petition must be signed by voting delegates from 10% of member cities, and submitted to the Cal Cities President at least 24 hours before the beginning of the General Assembly.

Resolutions Committee



The Resolutions Committee considers all resolutions. General Resolutions approved[1] by either a policy committee or the Resolutions Committee are next considered by the General Assembly. General resolutions not approved, or referred for further study by both a policy committee and the Resolutions Committee do not go to the General Assembly. All Petitioned Resolutions are considered by the General Assembly, unless disqualified.[2]

General Assembly



During the General Assembly, voting delegates debate and consider general and petitioned resolutions forwarded by the Resolutions Committee. Potential Cal Cities bylaws amendments are also considered at this meeting.

Who's who

Cal Cities policy development is a member-informed process, grounded in the voices and experiences of city officials throughout the state.

The **Resolutions Committee** includes representatives from each Cal Cities diversity caucus, regional division, municipal department, and policy committee, as well as individuals appointed by the Cal Cities president.

Voting delegates are appointed by each member city; every city has one voting delegate.

The **General Assembly** is a meeting of the collective body of all voting delegates —one from every member city.

Seven **policy committees** meet throughout the year to review and recommend positions to take on bills and regulatory proposals. Policy committees include members from each Cal Cities diversity caucus, regional division, and municipal department, as well as individuals appointed by the Cal Cities president.

[1] The Resolution Committee can amend a general resolution prior to sending it to the General Assembly.
[2] Petitioned Resolutions may be disqualified by the Resolutions Committee according to Cal Cities Bylaws Article VI. Sec. 5(f).

For more information visit www.calcities.org/general-assembly

City of Gardena

Gardena City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 19.B
Section: COUNCIL ITEMS
Meeting Date: September 10, 2024

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

AGENDA TITLE: Designate one (1) Council Member for the International Travel for the City of Gardena's visit to Ichikawa, Japan, in celebration of the 90th Anniversary of Ichikawa City becoming a municipality.

COUNCIL ACTION REQUIRED:

Staff Recommendation: Designate one (1) Council Member who will travel to Ichikawa, Japan

RECOMMENDATION AND STAFF SUMMARY:

At the 60th Anniversary Celebration that took place in November of 2023, in Ichikawa, Japan, the Ichikawa Delegation invited Mayor Tasha Cerda and one (1) Council Member to attend the 90th Anniversary of Ichikawa becoming a municipality. At the June 25, 2024, City Council meeting, the City Council approved the budget for the international travel for Mayor Tasha Cerda and one Council Member to travel to Ichikawa, Japan; Council Member Wanda Love was designated to travel to Ichikawa, Japan.

On Friday, August 23, 2024, Council Member Love notified City Manager Clint Osorio that she is unable to travel to Ichikawa, Japan. At this time, staff recommends for the City Council to designate another Council Member to travel to Ichikawa Japan, for their 90th Anniversary Celebration.

FINANCIAL IMPACT/COST:

No Financial Impact, the budget for the international travel to Ichikawa, Japan was approved by the City Council at the June 25, 2024, City Council Meeting.

ATTACHMENTS:

APPROVED:



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Clint Osorio, City Manager