SOUTH GATE CITY COUNCIL
REGULAR MEETING AGENDA

Tuesday, November 25, 2025 at 6:30 p.m.

SOUTH GATE COUNCIL CHAMBERS
8650 CALIFORNIA AVE
SOUTH GATE, CA 90280

VIEW MEETING LIVE ONLINE AT:
HTTPS://YOUTUBE.COM/@SOUTHGATECA90280

City Officials

MAYOR, Maria Davila	**CITY CLERK,** Yodit Glaze
VICE MAYOR, Joshua Barron	**CITY TREASURER,** Jose De La Paz
COUNCIL MEMBER, Maria del Pilar Avalos	**CITY MANAGER,** Rob Houston
COUNCIL MEMBER, Gil Hurtado	**CITY ATTORNEY,** Raúl F. Salinas
COUNCIL MEMBER, Al Rios	

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

1. VIEW THE MEETING LIVE ONLINE AT: https://youtube.com/@SouthGateCA90280
Please allow up to 24 hours after the meeting for the archive to be available.
2. PARTICIPATE BEFORE THE MEETING by emailing the City Clerk at: yglaze@sogate.org no later than 4:00 p.m. on the day of the meeting. Please write "Public Comment" in the subject line.
3. ATTEND THE MEETING IN PERSON
***The disruption in service of any alternative method does not prelude the City Council or other legislative**
body from taking further action and moving forward on the agenda.

Meeting Schedule

The regular meetings of the City Council are held on the second and fourth Tuesday of each month,

closed session business will usually commence at 5:30 p.m., when scheduled, and general business session will commence at 6:30 p.m.

Brown Act

Agendas are drafted to accurately state what the legislative body is being asked to consider. The legislative body can take action on "all items" listed on the agenda and be in compliance with the open meeting laws. Under the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The governing body may direct staff to investigate and/or schedule certain matters for consideration at a future meeting.

City's Vision Statement

We envision a thriving, safe and inclusive community where everyone has the opportunity to access exceptional services, education and support to be resilient and live full, vibrant lives.

Public Communications

Public Comments on agenda items are limited to three (3) minutes. All comments are to be addressed directly to the Agency Members not to the members of the public.

Emails for public comment received prior to 4:00 pm on the day of the Council Meeting will be summarized by the City Clerk, not read in its entirety. A copy of the email will be provided to the City Council and will also be available at the City Clerk's Office for public review. A copy of each email will be recorded for public record and noted on the official minutes of tonight's meeting.

Call to Order/Roll Call With Invocation & Pledge

CALL TO ORDER: Maria Davila, Mayor

INVOCATION: Tina De La Rosa, Deputy Director of Parks

PLEDGE OF ALLEGIANCE: Roman Amador, Police Captain

ROLL CALL: Yodit Glaze, City Clerk

Presentations

1. Recognition and Farewell Remarks from Retiring Directory of Parks & Recreation, Steve Costley

The City Council will recognize Retiring Director of Parks & Recreation, Steve Costley. (CM)

2. Development Tracking Plan

The City Council will consider: (PW/CD)

3. Information of How the Utility Users Tax (UUT) Works

The City County will consider: (CM)

Public Hearings

Comments From The Audience - Non-Agenda Items

During this time, members of the public may address the City Council regarding any items not listed on the agenda and within the subject matter jurisdiction of the City Council and not on this agenda. Comments from the audience will be limited to three (3) minutes per speaker; unless authorized by the Mayor, the time limit may not be extended by utilizing another member's time. There will be no debate or action on items not listed on the agenda unless authorized by law. The collective initial period of time for comments from the audience shall be limited to 45 minutes. Any speaker that did not get a chance to speak during this segment due to the 45-minute limitations will be able to speak at the end of the meeting prior to adjournment.

Note: The City Council desires to provide all members of the public with the opportunity to address the Council. Nevertheless, obscene language, comments intended to disrupt/interfere, other actions which disrupt the progress of the meeting or slanderous comments will not be tolerated and may result in ejection and/or may constitute a violation of South Gate Municipal Code Section1.04.110.

Reports And Comments From City Officials

During this time, members of the City Council will report on matters pertaining to their service on various intergovernmental boards and commissions as a representative of the City pursuant to Assembly Bill 1234. City Council Members will also have an opportunity to comment on matters not on the agenda.

Consent Calendar Items

Agenda Items **4, 5, 6, 7, 8, 9, 10, 11, 12** , **13, 14, 15, 16, 17, 18, 19, and 20** are Consent Calendar Items. All items including Ordinances, Resolutions and Contracts, may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the City Council, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action. Members of the public are permitted to speak on any item listed but their time period is limited to three (3) minutes in total.

Any motion to introduce or adopt an Ordinance on the Consent Calendar shall be: (1) a motion to waive the reading of the Ordinance and introduce the Ordinance or (2) a motion to waive the reading of the Ordinance and adopt the Ordinance, as appropriate.

4. Adopt Ordinance No. 2025-02-CC Reducing Citizen’s Advisory Committee From 20 to 10 Appointed Members

The City Council will consider: (AS)

a. Waiving the reading in full and adopting Ordinance No. 2025-02-CC amending Section 1.25.020 (Membership) of Chapter 1.25 (Citizen's Advisory Committee), of Title 1 (Administration and Personnel), of the South Gate Municipal Code to reduce the number of appointed committee members to ten (10) entitling each Council Member to appoint

two (2) committee members from among qualified residents of the city who are eighteen years of age or older. Before taking office, each committee member shall be confirmed by a majority vote of the City Council.

Documents:

Item 4 Report 11252025.pdf

5. Adopt Resolution Approving Transit Services Division Title VI Program Update for the GATE Fixed Route Services

The City Council will consider: (PARKS)

a. Adopting Resolution approving the City of South Gate Transit Services Division Title VI Program Update for the GATE Fixed Route Services, effective September 1, 2025; and

b. Direct staff to submit and implement Title VI Program Update.

Documents:

Item 5 Report 11252025.pdf

6. Approve and Adopt Resolution of Updated Terms and Conditions of Employment for the Unrepresented Executive Management Employee Group

The City Council will consider: (HR)

a. Adopting Resolution approving the Executive Updated Terms for the term of July 1, 2025, through June 30, 2026.

Documents:

Item 6 Report 11252025.pdf

7. Approve Resolution to Update the State Mandated Minimum Wage Increase

The City Council will consider: (HR)

a. Adopting a Resolution directing staff to amend the City's consolidated pay schedule to update the hourly pay rates for certain hourly positions to conform to California's minimum wage law effective January 1, 2026.

Documents:

Item 7 Report 11252025.pdf

8. Amendment No. 4 to Contract No. 3218 with BMO Bank Extending Banking Services

The City Council will consider: (AS)

a. Approving Amendment No. 4 to Contract No. 3218, Professional Services Agreement with BMO Bank, extending the banking services contract through June 30, 2026, and

b. Authorizing the Mayor to execute Amendment No. 4 in a form acceptable to the City Attorney.

Documents:

Item 8 Report 11252025.pdf

9. Approve Amendment to Employment Contract between the City of South Gate and City Manager Robert Houston

The City Council will consider: (HR)

a. Approving an update to the employment contract agreement between the City of South Gate and City Manager Robert Houston for the term of December 1, 2023, through November 30, 2027, detailing the terms of his appointment and any changes thereto effective November 30, 2025.

Documents:

Item 9 Report 11252025.pdf

10. Approve Amendment No. 2 to Contract No. 2023-13-AC with BOA Architecture for Design Services for the City Hall Reroof Project

The City Council will consider: (PW)

a. Approving Amendment No. 2 to Contract No. 2023-13-AC with Black, O'Dowd and Associates DBA BOA Architecture ("Agreement"), to fund the preparation of design and construction documents for the (i) City Hall Roof Repairs, City Project 732-ARC and (ii) Henry Gonzalez Municipal Auditorium Roof Project, City Project No. 695-PRK, for an amount not to exceed $16,500 and;

b. Authorizing the Mayor to execute Amendment No. 2 in a form acceptable to the City Attorney.

Documents:

Item 10 Report 11252025.pdf

11. Approve Amendment No. 2 to Contract No. 2024-57-CC with Gannett Fleming, Inc. for Construction Management & Inspection Services for the Tweedy Mile Complete Streets Project, #614-ST

The City Council will consider: (PW)

a. Approving Amendment No. 2 to Contract No. 2024-57-CC with Gannett Fleming, Inc. ("Agreement"), to fund five (5) days of additional construction management and inspection services through the completion of construction for the Tweedy Mile Complete Streets Project, City Project No. 614-ST, Federal Project No. ATPL-5257(039), in an amount not to exceed $13,635.18; and

b. Authorizing the Mayor to execute Amendment No. 2 in a form acceptable to the City Attorney.

Documents:

Item 11 Report 11252025.pdf

12. Approve Amendment No. 1 to Contract No. 2023-111-CC with W.G. Zimmerman Engineering, Inc. for Traffic Engineering Services

The City Council will consider: (PW)

a. Approving Amendment No. 1 to Contract No. 2023-111-CC with G. Zimmerman Engineering, Inc., to provide traffic engineering and staff augmentation services for an additional one-year term, for an amount not to exceed $170,000; and

b. Authorizing the Mayor to execute Amendment No.1 to Contract No. 2023-111-CC in a form acceptable to the City Attorney.

Documents:

Item 12 Report 11252025.pdf

13. Approve Amendment No. 1 to Contract No. 2025-10-AC with NV5, Inc. for Additional Design Services and Construction Support Services for the SGPD Heating, Ventilation and Air Conditioning (HVAC) Replacement, #667-GEN

The City Council will consider: (PW)

a. Approving Amendment No. 1 to Contract No. 2025-10-AC with NV5, Inc. to provide additional design services and comprehensive construction support services for the SGPD HVAC Replacement Project, City Project No. 667-GEN, in an amount not to exceed $40,000; and

b. Authorizing the Mayor to execute Amendment No. 1 to Contract No. 2025-10-AC in a form acceptable to the City Attorney.

Documents:

Item 13 Report 11252025.pdf

14. Approve Amendment No. 1 to Contract N0. 2022-30-CC with TranSystems for Construction Support Services for the I-710 Freeway/Firestone Boulevard Southbound On-Ramp Modification Project, Federal Project No. HP21L 5257 (036),

City Project No. 354-ST

The City Council will consider: (PW)

a. Approving Amendment No. 1 to Contract No. 2022-30-CC with TranSystems to provide construction support services for the I-710 Freeway/Firestone Boulevard Southbound On-Ramp Modification Project, Federal Project No. HP21L 5257 (036), City Project No. 354-ST, in an amount not-to-exceed $110,133; and

b. Authorizing the Mayor to execute Amendment No. 1 to Contract No. 2022-30-CC with TranSystems in a form acceptable to the City Attorney.

Documents:

Item 14 Report 11252025.pdf

15. Approve Amendment No. 1 to Contract No. 2024-101-CC with Willdan Engineering for Professional Construction Management and Inspection for Sewer Pipeline Rehabilitation, City Project No. 709-SWR

The City Council will consider: (PW)

a. Approving Amendment No. 1 to Contract No. 2024-101-CC with Willdan Engineering, to fund additional construction management and inspection services performed on the Sewer Pipeline Rehabilitation, City Project No. 709-SWR, for a not to exceed amount of $90,000; and

b. Authorizing the Mayor to execute Amendment No. 1 to the Contract No. 2024-101-CC in a form acceptable to the City Attorney.

Documents:

Item 15 Report 11252025.pdf

16. Approve Agreement with Athena Engineering, Inc. for Construction of the SGPD Heating, Ventilation and Air Conditioning (HVAC) Replacement Project, #667-GEN

The City Council will consider: (PW)

a. Approving an Agreement with Athena Engineering Inc., for the construction of the SGPD HVAC Replacement, City Project No. 667-GEN, in an amount not to exceed $427,642;

b. Authorizing the City Manager to approve change orders administratively up to a cumulative amount of $200,000 to avoid delaying construction if change order work is needed;

c. Authorizing the City Manager to approve pre-payments of construction progress payments for the construction contract to meet compliance with state legislation that

requires payments within 30 days;

d. Declaring HVAC Project, City Project No. 667-GEN, to be Categorically Exempt under Title 14 of the California Code of Regulations, Section 15301 Class 1 of the California Environmental Quality Act ("CEQA"); and

e. Authorize the Mayor to execute the Agreement in a form acceptable to the City Attorney.

Documents:

Item 16 Report 11252025.pdf

17. Approve Agreement with Southland Roofing, Inc. for Construction Services for Henry C. Gonzalez Municipal Auditorium Roof Improvements, #695-PRK

The City Council will consider: (PW)

a. Approving an Agreement with Southland Roofing Inc., for the construction of the Henry C. Gonzalez Municipal Auditorium Roof Improvements, City Project No. 695-PRK, in an amount not to exceed $823,020;

b. Authorizing the City Manager to approve change orders administratively up to a cumulative amount of $200,000 to be funded with project contingency funds, to expedite approval of change order work to avoid construction schedule delays;

c. Authorizing the City Manager to approve pre-payments of construction progress payments for the construction contract to meet with state legislation that requires payments within 30 days;

d. Authorize the Mayor to execute the Agreement in a form acceptable to the City Attorney.

e. Declaring Henry C. Gonzalez Municipal Auditorium Roof Improvements, City Project No. 695-PRK., to be Categorically Exempt under Title 14 of the California Code of Regulations, Section 15301 Class 1 of the California Environmental Quality Act ("CEQA"); and

f. Approving the Notice of Exemption for the construction of the Henry C. Gonzalez Municipal Auditorium Roof Improvements, City Project No. 695-PRK. and directing the City Clerk to file it with the Los Angeles County Registrar Recorder’s Office.

Documents:

Item 17 Report 11252025.pdf

18. Approve Agreement with Raftelis Financial Consultants, Inc. for Professional Services

The City Council will consider: (PW)

a. Approving a Professional Services Agreement with Raftelis Financial Consultants, Inc. to perform a Public Works Cost Reduction Analysis, in the amount of $36,850;

b. Authorizing the City Manager to execute the Professional Services Agreement with Raftelis in a form approved by the City Attorney; and

c. Appropriate $35,000 in Gas Tax and $10,000 in Street Sweeping Funds to fund the study and a contingency**.**

Documents:

Item 18 Report 11252025.pdf

19. Appropriation of Funding for 2026 4th of July Fireworks Show and Carnival Contract Extension

The City Council will consider: (PARKS)

a. Appropriate $35,000 from the General Fund to City of South Gate account number 100-413-61- 6101 (Professional Services) to fund the Annual 4th of July Fireworks Show for July 2026; and

b. Approve a (1) year extension to Fiesta De Carnival Contract extending the contract through December 31, 2026; and

c. Authorize the City Manager to sign the extension letter in a form acceptable to the City Attorney; and

d. Authorize the Director of Parks & Recreation to execute any additional documents as may be required to properly implement and manage the program.

Documents:

Item 19 Report 11252025.pdf

20. Approve Minutes for the Special and Regular Council Meetings of October 14 & 28, 2025

The City Council will consider: (CLERK)

a. Approving the Special and Regular Meeting minutes of October 14, 2025; and

b. Approving the Special and Regular Meeting minutes of October 28, 2025.

Documents:

Item 20 Report 11252025.pdf

Reports, Recommendations And Requests

21. City Council Appointments to Outside Boards and Agencies

The City Council will consider: (CM)

a. Ratifying the appointment by Council Member Maria del Pilar Avalos of Eric Trujillo to the Parks & Recreation Commission.

Documents:

Item 21 Report 11252025.pdf

22. Warrant Register for November 25, 2025

The City Council will consider: (ADMIN SVCS)

a. Approving the Warrant Register for November 25, 2025.

Total of Checks:	$3,247,834.27
Less: Voids	$(1,696.21)
Less: Employee Payroll Deductions	$(446,079.47)
Grand Total:	$2,800,058.59

Cancellations: 109244, 109165, 109113, 109822, 109797, 109770, 109821, and 108746

Documents:

Item 22 Report 11252025.pdf

Adjournment

I, Yodit Glaze, City Clerk, certify that a true and correct copy of the foregoing Meeting Agenda was posted on November 20, 2025, at 6:00 p.m., as required by law.

Yodit Glaze
City Clerk

GENERAL NOTICE TO THE PUBLIC

The City Council adopted new rules relating to the conduct of the public meetings, proceedings, and business in the City of South Gate on July 12, 2022, (Resolution 2022-38-CC) and go into effect on August 1, 2022. Resolution #2022-38-CC is available at the City Clerk's Office.

MEETING SCHEDULE

Regular meetings of the City Council are held on the second and fourth Tuesday of each month, closed session meetings will commence at 5:30 p.m. unless posted otherwise on its agenda. The regular City Council meetings will commence at 6:30 p.m. Agendas are available at the following locations: City Clerk Office, Public Notice Boards at City Hall, and on the City's web page at https://www.cityofsouthgate.org

The Public can sign up to receive automatic notices of postings of agendas for the City Council or any other Commission or Board of the City of South Gate. Visit the City webpage and click on the Agenda & Minutes icon. That will take you the page where an individual can enter their email in the "Email Updates" box to register.

PUBLIC COMMENT/PARTICIPATION

Any person may request to address a legislative body during a public meeting. The Presiding Officer will call upon those present in the Council Chambers.

Speakers are limited to three (3) minutes on any item listed on the agenda, including public hearings. Under Comments from the Audience portion, speakers are also limited to a single three (3) minutes time limit. Comments from the Audience is initially limited to 45 minutes at each meeting. Any speaker still wishing to speak, that did not speak, will have an addition Comments from the Audience opportunity after the last business item is finished. The Presiding Officer may extend the time limit as long as there is no objection from the City Council as a body.

To ensure that the public is able to participate, the City provides the opportunity to submit their comments in person, email, mail. Methods of participation may be subject to change during other such times when a State of Emergency, Health Order or State Executive Order limits in-person participation.

CURFEW

In absence of a motion duly adopted by majority vote of the City Council, the Presiding Officer may adjourn the City Council meetings at 10:30 p.m. The Presiding Officer may ask the City Council if any agenda items listed should be continued or dealt with during the meeting. For those items to be continued, the City Council can direct the item be placed on the next City Council agenda or the current meeting may be adjourned to a time certain at which time the meeting shall be reconvened as an Adjourned Regular Meeting of the City Council and action upon the published agenda continued.

STAFF REPORTS

As a general rule, staff reports. or other written documentation are prepared/organized with respect to each item of business listed on the agenda. Meeting agendas and staff reports are available at least 72-hours prior to the scheduled regular City Council meeting and a minimum of 24-hours prior to a Special City Council meeting. There are times when the City Council receives written material. revised material after the posting of agendas, these materials are become a public record and will be available for public view within 72-hours after the meeting in which they were received. Those materials and any other public document can be inspected in the City Clerk's Office located at 8650 California Avenue, South Gate.

SERVICES TO FACILITATE ACCESS TO PUBLIC MEETINGS

In compliance with the American with Disabilities Act, if you need special assistance to participate in the City Council Meetings, please contact the Office of the City Clerk. Notification 48 hours prior to the City

Council Meeting will enable the City to make reasonable arrangements to assure accessibility. For further information, please contact the Office of the City Clerk at (323) 563-9510 or via email at yglaze@sogate.org.

Item No. 4

Office of the
South Gate City Clerk

NOV 20 2025

FILED 11:45am

City of South Gate
CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **November 25, 2025**
Originating Department: **Community Development**

Department Head: *Gabriel Perez* ***City Manager:*** *Rob Houston*

SUBJECT: ORDINANCE NO. 2025-02-CC AMENDING SECTION 1.25.020 OF CHAPTER 1.25 OF TITLE 1 AMENDING THE NUMBER OF COMMITTEE MEMBERS TO THE CITIZENS' ADVISORY COMMITTEE

PURPOSE: To adopt Ordinance No. 2025-02-CC amending the number of Citizens' Advisory Committee ("CAC") members appointed by the City Council from 20 members to 10 members.

RECOMMENDED ACTIONS: The City Council will consider waiving the reading in full and adopting Ordinance No. 2025-02-CC amending Section 1.25.020 (Membership) of Chapter 1.25 (Citizens' Advisory Committee), of Title 1 (Administration and Personnel), of the South Gate Municipal Code to reduce the number of appointed committee members to ten (10) entitling each Council Member to appoint two (2) committee members from among qualified residents of the city who are eighteen years of age or older. Before taking office, each committee member shall be confirmed by a majority vote of the City Council.

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FISCAL IMPACT: CAC members receive a stipend of $25 per meeting. The reduction of members from 20 to 10 will yield a savings of $250 per meeting.

ANALYSIS: The City Council is being asked to provide direction as to whether an ordinance should be presented for consideration to change the membership number of the advisory body.

Should the City Council approve the introduction and adopt the Ordinance, it would be effective in December 2025. At that time, City Council Members would be asked to submit their nominees to be agendize for City Council approval. The goal would be to convene the first meeting of the new Commission in time to consider the Community Development Block Grant ("CDBG") awards for FY2026-27.

BACKGROUND: The CAC is an advisory committee to the City Council. The City Council, by state law, is the responsible legislative body in matters relating to the annual action plan process. The CAC is involved in the development of the annual action plan and the development and/or review of all elements pertaining to the planning and preparation of the CDBG Program. The

committee assesses community development needs and reviews community objectives whenever deemed necessary and provides recommendations on the use of CDBG funds to the City Council.

The CAC currently meets on an as-needed basis (meeting up to six (6) times a year) and is comprised of 20 members appointed by the City Council. In recent years, filling all committee seats has proven challenging, and achieving a quorum for meetings has also been an ongoing issue. Staff recommend reducing the number of CAC members to improve the manageability of appointments and to increase the likelihood of reaching a quorum for future meetings.

ATTACHMENT: Ordinance No. 2025-02-CC

ORDINANCE NO. 2025-02-CC

CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, AMENDING SECTION 1.25.020 (MEMBERSHIP) OF CHAPTER 1.25 (CITIZENS' ADVISORY COMMITTEE) OF TITLE 1 (ADMINISTRATION AND PERSONNEL) OF THE SOUTH GATE MUNICIPAL CODE REDUCING THE NUMBER OF APPOINTED COMMITTEE MEMBERS TO TEN (10) AND ENTITLING EACH COUNCIL MEMBER TO APPOINT TWO (2) MEMBERS TO THE COMMITTEE

WHEREAS, the Citizens' Advisory Committee ("CAC") is an advisory committee to the City Council;

WHEREAS, filling all committee seats has proven challenging, and achieving a quorum for meetings has also been an ongoing issue;

WHEREAS, the South Gate Municipal Code, Section 1.25.020 (Membership) provides for twenty members to be appointed by the City Council entitling each Council Member to appoint four members from among qualified residents of the City who are eighteen years of age or older; and

WHEREAS, the City Council wishes to reduce the number of committee members to a total of ten (10) to improve the manageability of appointments and to increase the likelihood of reaching a quorum for future meetings.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. The City Council does hereby declare that the above recitals are true and current and incorporated herein by reference, and does hereby determine that the public health, safety, and general welfare of the City and residents can benefit by amending Section 1.25.020 (Membership) of the South Gate Municipal Code.

SECTION 2. Section 1.25.020 (Membership) of Chapter 1.25 (Citizens' Advisory Committee) of Title 1 (Administration and Personnel) of the City of South Gate Municipal Code is hereby amended to read as follows:

Section 1.25.020 Membership

The citizens' advisory committee shall consist of ten members. Each city council member shall be entitled to appoint two committee members from among qualified residents of the city who are eighteen years of age or older. Before taking office, each committee member shall be confirmed by a majority vote of the city council.

SECTION 3. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance or the application thereof is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance, and each and every section, subsection, subdivision, sentence, clause, or phrase thereof, not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be declared invalid or unconstitutional.

SECTION 4. To the extent the provisions of the South Gate Municipal Code, as amended by this Ordinance, are substantially the same as the provisions of that Code as they read immediately prior to the adoption of this Ordinance, then those provisions shall be construed as continuations of the earlier provisions and not as new enactments.

SECTION 5. The City Manager and his designees are hereby authorized and directed to take all other actions which they deem reasonably necessary to carry out the intent of this Ordinance.

SECTION 6. The City Clerk shall certify to the adoption of this Ordinance and shall cause a copy of the same to be published in a manner prescribed by law.

PASSED, APPROVED and **ADOPTED** this **25th** day of **November 2025.**

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raul F. Salinas, City Attorney

DRAFT

Item No. 5

Office of the
South Gate City Clerk

NOV 20 2025

FILED
12:41pm

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **November 25, 2025**

Originating Department: **Parks & Recreation**

Department Director: Steve Costley ***City Manager:*** Rob Houston

SUBJECT: CITY'S TRANSIT SERVICES DIVISION TITLE VI PROGRAM UPDATE

PURPOSE: To update the City's Transit Services Division Title VI Program with Federal Standards regarding Civil Rights Protection for the GATE Fixed Route Services.

RECOMMENDED ACTION: The City Council will consider:

a. Adopting Resolution approving the City of South Gate Transit Services Division Title VI Program Update for the GATE Fixed Route Services, effective September 1, 2025; and
b. Direct staff to submit and implement Title VI Program Update.

FISCAL IMPACT: There is no fiscal impact to the General Fund. The Title VI Program Update is required for the City to receive Local Return Funds from Metro. Most of the Title VI Program requirements are met by existing City practices, so staff are not expecting this update to generate any additional cost to the Transit Program through implementation.

ANALYSIS: The City has strict policies against discrimination and already complies with the Civil Rights Act and other federal anti-discrimination laws. The proposed Title VI Program update simply establishes these policies in a format required by the Federal Government before an agency can receive grant funding from certain Federal Grant Programs. The City's Transit Services Division is one of the primary recipients of these grants. Failure to approve a qualifying compliance Title VI Program Update would make the City ineligible to receive the grant funds.

BACKGROUND: Title VI, 42 U.S.C. § 2000d et seq., was enacted as part of the Civil Rights Act of 1964. It prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance. As part of the requirements for receiving Local Return funds from Metro to operate the GATE Fixed Route Services, the City's Transit Services Division has been required to complete an update and implement its existing Civil Rights Protection Program. The proposed Title VI Program Update includes reporting on activities during the last three years, reporting steps that the City is taking o ensure fair and equitable access to services and provides a reporting program to ensure that these efforts continue and remain effective throughout the future years.

Two significant components of the reporting program are the Public Outreach Policy and the Language Assistance Program. The Public Outreach Policy establishes how the City will ensure an inclusive public process in making decisions related to transit services. Steps are included that ensure that notices, program information and public input encourage participation by all segments of the community and that individuals or specific groups of residents are not excluded or disproportionately impacted by methods of dissemination or locations of meetings.

The Language Assistance program (LAP) ensures that the City is providing appropriate assistance to those individuals with Limited English proficiency (LEP). For the community, this focuses primarily on those who may only speak Spanish or may speak some English, but not comfortably. City staff and the City Transit Contractor are well equipped to deal with the bilingual nature of the constituency. However, the LAP requires that the organization continually look at other potential LEP groups. For South Gate, this includes a significant portion of the population who read or write at less than a 5th grade level therefore, whether in English or Spanish, a written notice or sign may not communicate its message.

In staff's review of the reporting program over the past three years, they found that the City has not received formal complaints regarding our compliance with the Title VI policy.

ATTACHMENT: A. Proposed Resolution
B. City's Transit Services Division Title VI Compliance report

RESOLUTION NO. _____

CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, ADOPTING THE TRANSIT SERVICES DIVISION 2025 TITLE VI COMPLIANCE PLAN

WHEREAS, the City of South Gate ("City") has a strong commitment to promoting and supporting equal treatment and access to services within its community and by its residents; and

WHEREAS, to be eligible for federal transportation funds, the City must have an approved Title VI Compliance Plan in accordance with the provisions of the U.S. Department of Transportation Title VI regulations (49 CFR part 21); and

WHEREAS, staff has completed the Title VI Compliance Plan update in accordance with the requirements of Title VI regulations containing both verification of the Transit Services Division's current practices as adequate to ensure equal and fair public access to its services and a recommended program to ensure future compliance, which is attached hereto as Exhibit "A."

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

SECTION 1. The City Council does hereby declare that the above recitals are true and correct and incorporated herein by reference.

SECTION 2. The City Council does hereby approve the updated Transit Services Division 2022 Title VI Compliance Plan.

SECTION 3. The City Council does hereby authorize the Director of Parks & Recreation to submit the Transit Services Division 2025 Title VI Compliance Plan, as required, to the Los Angeles County Metropolitan Transit Authority (Metro).

SECTION 4. Further, the City Council does hereby authorize Director of Parks & Recreation to implement the Transit Services Division 2025 Title VI Compliance Plan.

[Reminder of page left blank intentionally.]

SECTION 5. The City Clerk shall certify the adoption of this Resolution which shall be effective upon its adoption.

PASSED, APPROVED and **ADOPTED** this **25th** day of **November 2025.**

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raul F. Salinas, City Attorney

City of South Gate

TRANSIT SERVICES DIVISION

TITLE VI COMPLIANCE

TABLE OF CONTENTS

I Introduction 3

II General Requirements
Annual Title VI Certifications and Assurances 4
Notification of Beneficiaries of Protection Under Title VI 4
Title VI Complaint Procedure 7
Recording Title VI Investigations, Complaints, and Lawsuits 9
Membership of Non-Elected Committees and Councils 10

III Inclusive Public Participation 11
Opportunities for Public Participation 11
Public Outreach Efforts 11
Next Steps 14

IV Language Assistance Plan 15
Four Factor Analysis 16
Language Assistance Measures 18
Training Staff 19
Providing Notice to LEP Persons 19
Monitoring and Updating LEP Plan 19

V Service Policies and Standards 20
Vehicle Assignment Policy 20
Vehicle Load 21
Vehicle Headways 21
Service availability 21
Transit Amenities 21

VI Environmental Justice 23

VII Other Program Specific Requirements and Contact 25

VIII Board Adoption of Policy 25

I INTRODUCTION

The City of South Gate Transit Division has updated its Title VI Program as required by the Federal Transit Administration (FTA) and to further ensure that the level and quality of South Gate Transit's fixed route and demand-response services are provided pursuant to Title VI of the Civil Rights Act of 1964. That is:

"No person in the United States shall, on the grounds of race, color, national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." (42 U.S.C. 2000d)

The City of South Gate Transit Division, as a recipient of federal financial assistance, will ensure full compliance with Title VI of the Civil Rights Act of 1964, as amended and related statutes and regulations in all City of South Gate Transit Division programs and activities. The City of South Gate Transit Division provides, without regard to race, color, national origin, sex, age, disability or income level:

1. Transit services and benefits that are available and equitably distributed;

2. A level and quality of transit services that are sufficient to provide equal access and mobility for all persons;

3. Opportunities to participate in the transit planning and decision making processes; and,

4. Fair decisions on the location of transit services and facilities.

These objectives are the basis for the City of South Gate Transit Division's Title VI program. The program that follows was updated in conformance with FTA C 4702.1B (October 1, 2012). The new guidance in this circular integrates the responsibilities to Limited English Proficient (LEP) Persons into the programs and activities developed under the Title VI regulations (49 CFR Part 21) to recipients of federal financial assistance.

This program contains all of the elements required of a transit provider operating in an urbanized area of 200,000 or less in population and operating less than fifty vehicles in peak service. It is City of South Gate Transit Division's fourth Title VI Program and is effective as of July 31, 2025. It has been prepared using data from the most recent 2020 U.S. Census.

II GENERAL REQUIREMENTS

1. Annual Title VI Certifications and Assurances

The City of South Gate Transit Division will submit its annual Certifications and Assurances to the Federal Transit Administration each year in accordance with the requirement to do so within 90 days from the date of the publication of the notice in the Federal Register or with the first grant application, whichever comes first.

2. Notification of Beneficiaries of Protection Under Title VI

In compliance with 49 CFR Section 12.9 (d), the City of South Gate Transit Division has provided information to the public regarding its Title VI obligations and apprises members of the public of the protection against discrimination afforded to them by Title VI on an on-going basis. This statement of nondiscrimination on the basis of race, color, national origin, sex, age, disability, ethnic group, or sexual orientation has been made available on the Transit Division's website, on bus cards in all Transit Division vehicles, in Title VI brochures, and on all printed route guides and schedules. The notice also includes contact information for requesting details on the Transit Division's Title VI obligations and the complaint procedure. The notice is in English and Spanish. The dissemination of these notifications began with the effective date of this policy.

TITLE VI BUS SIGN (installed in all vehicles)

City of South Gate Transportation Division
NOTICE OF CIVIL RIGHTS

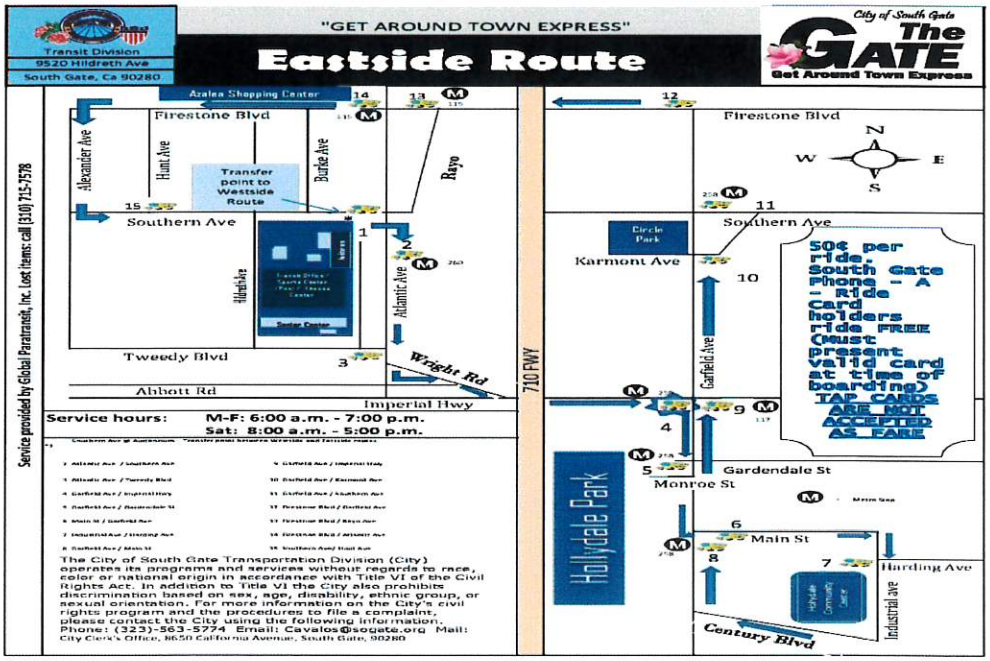
The City of South Gate Transportation Division (City) operates its programs and services without regards to race, color or national origin in accordance with Title VI of the Civil Rights Act. In addition to Title VI the City also prohibits discrimination based on sex, age, disability, ethnic group, or sexual orientation. Any person who believes that he or she has been aggrieved by any unlawful discriminatory practice may file a complaint with the City. For more information on the City's civil rights program and the procedures to file a complaint, please contact the City using the information listed below.

La División de Transportación de la Ciudad de South Gate (Ciudad) maneja sus programas y servicios sin considerar la raza, color u orígenes nacionales de la persona en acuerdo con el Título VI del Acta de los Derechos Civiles. Adicionalmente con el Título VI la Ciudad también prohíbe discriminación basado en el sexo, edad, incapacidades, grupo étnico, u orientación sexual. Cualquier persona que crea que ha sido agredido por cualquier discriminación ilegal puede poner una queja con la Ciudad. Para más información del programa de la Ciudad sobre los derechos civiles y el proceso para hacer una queja, por favor comuníquese con la Ciudad a la información proveía adjunto.

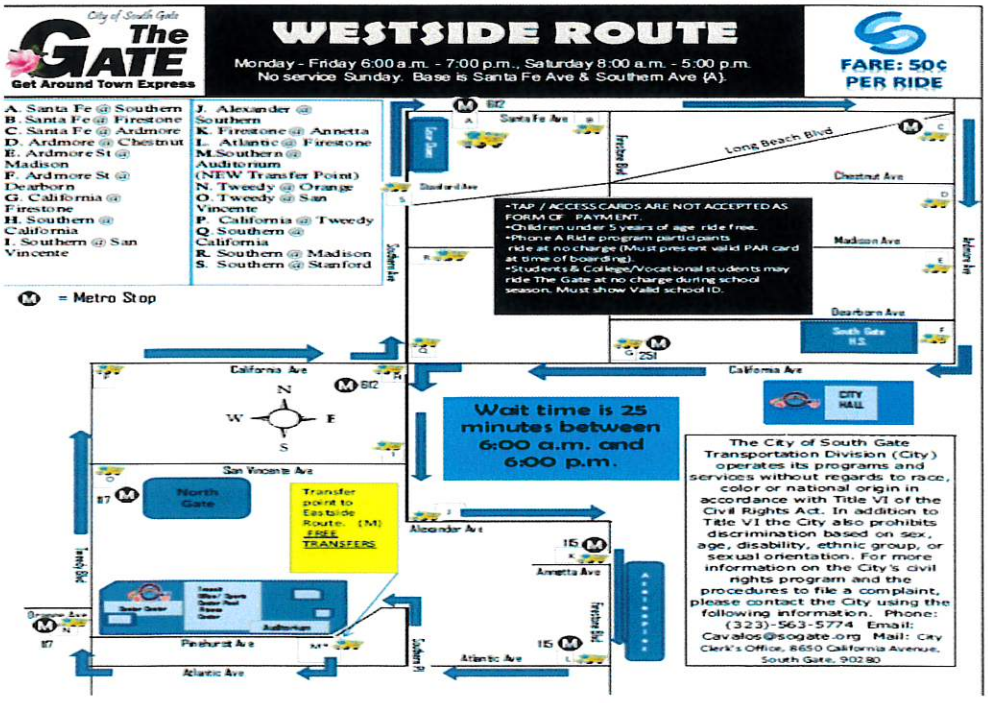
Phone / Teléfono: (323) 563-9511
E-Mail: yglaze@sogate.org

Mail / Correo: City Clerk's Office
8650 California Avenue
South Gate, 90280

TITLE VI POLICY IN ROUTE GUIDES AND SCHEDULES



English



Spanish

TITLE VI POLICY ON WEBSITE

Home / City Services / Transportation / **GATE Buses**

GATE Buses



The city operates a local transit bus system called the "Get Around Town Express" (GATE). The service runs on a continuous loop. Approximate wait time is between 18 and 25 minutes. Wait time is subject to change during peak hours.

Regular fare is $0.50. Members of the City's Phone-A-Ride program, children under 5 years old, students and College / Vocational, ride free of charge (Student fee waiver is only valid during school hours). The service operates for most of the year with a few exceptions. It runs Monday - Friday 6:00 A.M. - 7:00 P.M., and Saturday 8:00 A.M. - 5:00 P.M. For route information and for lost items, please call (310) 715-7582.

Contact Us

Transit Services Email
transit@sogate.org

Transit Services
9520 Hildreth Avenue
South Gate, CA 90280
Phone: 323-563-5754

Office Hours:
Monday - Friday
12:00 P.M. - 6:00 P.M.

HOLIDAY SCHEDULE:
Please note that the GATE service is not provided during the following holidays:

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Day

GATE Stops

The service has convenient stops near many popular destinations around the city, such as:

- Azalea Shopping Center
- Cesar Chavez Park
- Circle Park
- City Hall
- Downtown Hollydale
- E.L.A.C. South Gate campus
- El Paseo
- Best Market
- Hollydale Community Center
- Northgate Market (Gonzalez)
- 2 stops at South Gate Park (Auditorium & Senior Center)
- Target
- Tweedy Mile

The GATE offers both a Westside route and Eastside route that services the greater South Gate and Hollydale areas.

GTFS

City of South Gate Transportation Division
NOTICE OF CIVIL RIGHTS

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La División de Transportación de la Ciudad de South Gate (Ciudad) maneja sus programas y servicios sin considerar la raza, color u orígenes nacionales de la persona en acuerdo con el Título VI del Acta de los Derechos Civiles. Adicionalmente con el Título VI la Ciudad también prohíbe discriminación basado en el sexo, edad, incapacidades, grupo étnico, u orientación sexual. Cualquier persona que cree que ha sido agredido por cualquier discriminación ilegal puede poner una queja con la Ciudad. Para más información del programa de la Ciudad sobre los derechos civiles y el proceso para hacer una queja, por favor comuníquese con la Ciudad a la información provista adjunta.

Phone / Teléfono: (323) 563-9511
E-Mail: vgiate@sogate.org
Mail / Correo: City Clerk's Office, 8650 California Avenue, South Gate, 90280

Title VI Policy

- Title VI - Complaint Form
- Title VI - Formulario de Queja
- Title VI - Renewal

3. Title VI Complaint Procedure

In order to comply with 49 CFR Section 21.9 (b), the following complaint procedure will be followed by the City of South Gate Transit Division in the event that any person believes that he or she, individually, or as a member of any specific class of persons, has been excluded from participation in, been denied the benefits of, or been subjected to discrimination on the basis of race, color, national origin, sex, age, sexual orientation, disability or income level with regard to:

- the availability and equitable distribution of transit services and benefits;
- the level and quality of transit services that are sufficient to provide equal access and mobility for all persons;
- the opportunity to participate in the transit planning and decision making processes; and
- the right to fair decisions on the location of transit services and facilities.

The complaint will be made in writing to the City of South Gate through the City Clerk's Office and will include all information relevant to a determination of discrimination. A complaint must be filed within six (6) months after the alleged discrimination. In cases where the complainant is unable or incapable of providing a written statement, the City Clerk's staff will, if necessary, assist the person in converting verbal complaints to writing and will interview the complainant. The complainant or his/her representative will sign all complaints.

All complaints will be logged by the City Clerk and forwarded to the Transit Divisions Civil Rights Officer, (currently the Deputy Director of Parks & Recreation). After review of the complaint, which will include, but not be limited to, interviewing the complainant, witnesses and all appropriate Transit Division personnel, review of video or audio recordings if available, review of Transit Division policies and service standards, the Civil Rights Officer will make a determination of discrimination. If it is found that discrimination did not occur, the complainant will be notified in writing and the procedure will be terminated. Notification will occur within ten (10) days of the original submission of the complaint. At that time the complainant will be advised of their right to challenge the decision of the Civil Rights Officer by submitting a written request for a hearing before the City Manager within five (5) days of the receipt of the determination.

If after the Civil Rights Officer's review of the complaint, it is found that discrimination may have occurred, a formal hearing will be held before the City Manager. The claimant will be notified of this determination within ten (10) days of the submission of the complaint. The hearing will occur within five (5) days and will be attended by the City Manager, the Civil Rights Officer, the complainant and the appropriate Transit Division personnel. Following the hearing the City Manager will make a final determination. The complainant will be notified of this determination in writing within ten (10) days of the hearing. If justified, appropriate remedial action will be taken. The City Manager's decision will be considered final.

The following two (2) documents are the complaint forms – in English and Spanish.

City of South Gate
4900 SOUTHERN AVENUE * SOUTH GATE, CA 90280
(323) 563-5443 * FAX (323) 564-8632
www.cityofsouthgate.org

Civil Rights Complaint Form

Title VI of the 1964 Civil Rights Act and related nondiscrimination statutes and regulations require that no person in the United States shall, on the ground of race, color or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. The City of South Gate also prohibits discrimination based on sex, age, disability, ethnic group, or sexual orientation.

In addition to utilizing the Civil Rights complaint process with the City of South Gate, a Complainant may file a Title VI complaint concerning race, color or national origin discrimination with the Federal Transit Administration (FTA), Office of Civil Rights, A Complainant may file an Americans with Disabilities Act (ADA) complain with the FTA, Director, FTA Office of Civil Rights, East Building – 5th Floor, TCR, 1200 New Jersey Ave., SE, Washington, DC 20590. Complainants may also contact the FTA ADA Assistance Line, 1-888-446-4511 (Voice) or through the Federal Information Relay Service, 1-800-877-8339 or by electronic mail at FTA.ADAAssistance@dot.gov. The FTA ADA Complaint form is available at http://www.fta.dot.gov/civilrights/12875_14816.html.

The following information is necessary to assist us in processing your complaint. Should you require assistance, please let us know.

Complete and return this form to: City of South Gate, City Clerk's Office, 8650 California Avenue, South Gate, CA 90280

1. Complainant's Name:_____
2. Address:_____
3. City:_____State:_____Zip Code:_____
4. Telephone Number (home):_____(business):_____
5. Person discriminated against (if someone other than the Complainant):
   Name:_____
   Address:_____
   City:_____State:_____Zip Code:_____
6. Which of the following best describes the reason you believe the discrimination took place? Was it because of your:

   a. Race ☐ b. Color ☐ c. National Origin ☐
   d. Sex ☐ e. Age ☐ f. Disability ☐
   g. Sexual Orientation ☐
7. What date did the alleged discrimination take place?_____
8. In your own words, describe the alleged discrimination. Explain what happened and whom you believe was responsible. Please use additional sheets if more space is required.

   _____
   _____
   _____
   _____
9. Have you filed this complaint with any other federal, state, or local agency; or with any federal or state court? Yes: ☐ No: ☐

   If yes, check each box that applies:

   Federal agency ☐ Federal court ☐ State agency ☐
   State court ☐ Local agency ☐
10. Please provide information about a contact person at the agency/court where the complaint was filed.

    Name:_____
    Address:_____
    City:_____State:_____Zip Code:_____
11. Please sign below. You may attach any written materials or other information that you think is relevant to your complaint.

    _____ _____
    Complainant's Signature Date

For information in another language please call (323) 563-9510 or go to www.sogate.org.
Spanish version of previous sentence.

City of South Gate
4900 SOUTHERN AVENUE * SOUTH GATE, CA 90280
(323) 563-5443 * FAX (323) 564-8632
www.cityofsouthgate.org

Civil Rights Complaint Form

El Titulo VI de la Acta de Derechos Civiles de 1964 (Title VI of the 1964 Civil Rights Act) u otros estatutos y regulaciones referente a la no discriminación, requieren que ninguna persona sea excluida de participar o ser negada beneficios a servicios, o ser discriminado bajo cualquier programa o actividad que recibe asistencia financiara federal basado sobre su sexo, edad, incapacidad, grupo étnico o orientación sexual.

Además de utilizar el proceso de quejas de Derechos Civiles de la Ciudad de South Gate, un querellante puede poner un queja Titulo VI (Title VI) referente a raza, color de piel, u origen nacional con la Administración Federal de Transito (Federal Transit Administration [FTA]), Office of Civil Rights FTA Office of Civil Rights, East Building 5th Floor, TCR, 1200 New Jersey Avenue SE, Washington DC 20590. Querellantes pueden dirigirse a la linea de asistencia, (FTA ADA Assistance Line), 888-446-4511; para los que tienen problemas con audición, pueden llamar al Federal Information Relay Service, 800-877-8339, o por correo electrónico a FTA.ADAAssistance@dot.gov. El Formulario de Queja FTA ADA, está disponible en la página web:
http://www.fta.dot.gov/civilrights/12875_14816.html.

La siguiente información es necesaria para asistirle en el procedimiento de su queja. Déjenos saber si necesita ayuda.

Llene y regrese este formulario a: City of South Gate, City Clerk's Office, 8650 California Avenue, South Gate, CA 90280

1. Nombre del Querellante:_____
2. Domicilio:_____
3. Ciudad:_____ Estado:_____ Zona Postal:_____
4. Teléfono (Casa):_____ (Negocio):_____
5. Información del la persona discriminada (Si es alguien más que el querellante):
   Nombre:_____
   Domicilio:_____
   Ciudad:_____ Estado:_____ Zona Postal:_____
6. ¿Cuales de las siguientes describen la razón por la cual usted cree que se le fue discriminado? Fue por su:

   a. Raza ☐ b. Color de Piel ☐ c. Origen Nacional ☐
   d. Sexo ☐ e. Edad ☐ f. Incapacidad ☐
   g. Orientación Sexual ☐
7. ¿Cual fue la fecha del presunto acto de discriminación?? _____
8. En tus propias palabras, describe el presunto acto de discriminación. Explica que paso y quien usted piensa fue responsable. Por favor use hojas adicionales si requiere más espacio.

   _____
   _____
   _____
   _____
9. ¿Has presentado documentación de esta queja con cualquier otra agencia federal, estatal, o local; o con una corte federal o estatal?? Si: ☐ No: ☐

   Si contestaste si, marca las casetillas que apliquen:

   Agencia Federal ☐ Corte Federal ☐ Agencia Estatal ☐
   Corte Estatal ☐ Agencia Local ☐
10. Por favor provee la información sobe una persona para contactar en la agencia/corte adonde fue presentada la queja.

    Nombre:_____
    Domicilio:_____
    Ciudad:_____ Estado:_____ Zona Postal:_____
11. Por favor firme abajo. Usted puede agregar cualquier material por escrito o información que usted piense sea pertinente a su queja.

    _____ _____
    Firma del Querellante Fecha

If the City Manager finds that discrimination did not occur, the complainant will be notified of that disposition and will advise the complainant of their right to submit their complaint to the Federal Transit Administration for further investigation.

Complaint forms are available in both English and Spanish on the City of South Gate Transit Division website. The forms are also available at the City of South Gate Transit Division office upon request. The general complaint procedure is available on both the website and in the Title VI brochures, both in English and Spanish. The detailed complaint procedure noted above will be made available to members of the public upon request. Provision will be made for persons with limited English proficiency.

4. Recording Title VI Investigations, Complaints, and Lawsuits

In order to comply with 49 CFR Section 12.9 (b) the City of South Gate Transit Division will prepare and maintain a list of any active investigations conducted by the Transit Division or any other entities other than the FTA, lawsuits, or complaints naming the City of South Gate Transit Division and/or its subcontractor(s) that allege discrimination on the basis of race, color, or national origin.

This list will include:

- the date the investigation, lawsuit, or complaint was filed;
- a summary of the allegation(s);
- the status of the investigation, lawsuit, or complaint; and
- actions taken by the Transit Division or subcontractor in response to the investigation, lawsuit, or complaint.

City of South Gate
Transit Office

Title VI Investigations, Complaints, and Lawsuits - Log sheet

Name of complainant	Date of complaint	Details of complaint	Date report was submitted	Follow up date	Was the matter resolved ? Yes No

The City of South Gate Transit Division does not currently have any open complaints, investigations or lawsuits alleging discrimination on the basis of race, color, or national origin and has not had any complaints received within the past three years.

5. Membership of Non-Elected Committees and Councils

The City of South Gate Transit Division does not have an appointed Commission and the South Gate City Council, an elected body, serves as the decision making body on all Transit matters. No table of advisory committee make up is required.

6. City Council's Resolution Approving Title VI Program

On November 25, 2025 at the regular meeting of the South Gate City Council, this Title VI Program was approved as well as its continuing plan to provide meaningful access to all the City of South Gate Transit Division services and programs.

7. Provision of Additional Information to the FTA

The City of South Gate Transit Division will provide the Federal Transit Administration (FTA) additional information upon request. Such information may be related to, but not limited to, investigation of complaints of discrimination or to resolve concerns about possible noncompliance with Title VI.

In addition, the City of South Gate Transit Division will submit an updated Title VI Program to LACMTA (Metro) once every three (3) years.

III INCLUSIVE PUBLIC PARTICIPATION

The City of South Gate Transit Division's public participation strategy offers early and continuous opportunities for the public to be involved in the identification of social, economic, and environmental impacts of proposed transportation decisions. Engagement of the public in service planning and development is at the forefront of a responsive operation.

The Transit Division's ongoing public participation planning ensures that:

- Potentially affected community members will have an appropriate opportunity to participate in decisions about a proposed activity that will affect their environment and/or health and their ability to participate in life supporting activities;
- The public's contribution will influence the Transit Division's decision making;
- The concerns of all persons and groups participating in the process will be considered in the decision-making process; and
- South Gate Transit will seek out and facilitate the involvement of those potentially impacted.

The City of South Gate Transit Division uses a variety of communication mechanisms to ensure that all populations, those residing in minority census tracts and those living in non-minority census tracts, persons with low-income, persons with disabilities, and persons with limited English proficiency have an opportunity to participate in service development and changes.

Meeting and Information Access Accommodations

The City of South Gate covers only 7.5 square miles and is well covered with public transportation options. Most Transit Services hearings and decisions take place at regularly scheduled City Council meetings which take place in South Gate City Hall. This facility serves well for providing public access as it is centrally located to all parts of the City and is served by several bus lines. These facilities are fully ADA accessible and include translation and audio visual equipment to assist with LEP populations.

For public outreach meetings, used to communicate possible program changes and to receive public feedback, additional public facilities are used including the City's Westside Resource Center, Hollydale Resource Center, South Gate Sports Center and the Margaret Travis Senior Center. These facilities are well distributed throughout the City to provide easy walking distance to one of the facilities for every resident. Once again, these facilities being publicly owned and operated through the City's Parks & Recreation Department are ADA accessible and have strong community recognition.

The City also maintains good relationships with many of our local organizations and practices a "go to them" outreach policy sending transit staff out to attend meetings of local organizations to bring transit updates and receive feedback from any location where interested residents may gather. These include many independent community groups that meet in city operated facilities, but also groups who may meet in school facilities, local churches and occasionally, private homes.

Opportunities for Public Participation

Service and Fare Changes

Although the City of South Gate Transit Division does not anticipate making any service changes in the immediate future, the following are examples of when the public participation plan will be put in place:

- A new or revised fare is introduced or the method of collecting fares is changed
- A new route is introduced or a reconfiguration of an existing route is proposed
- A route is proposed for elimination
- The frequency of service is modified or the days and hours of service are proposed to be changed

All of the above instances would result in the full public participation process. Minor adjustments to a schedule or route would be posted thirty days in advance of any change.

Fares have not changed since the service was instituted in June of 2010. In the event that a fares change was proposed, steps similar to the ones outlined below would be used:

- One month prior to hearing date

- Notice of the intent to change fares listed on City website (English/Spanish)
- Notice of Public Hearing as Posters in English/Spanish on all vehicles
- Notice of Public Hearing as Posters in English/Spanish in all City facilities
- Distribution of Notice to all groups and individuals in stakeholder database

- 15 days prior to Hearing Date

- Legal notice in newspaper
- Email Blast through PIO Media Center

- 1 week prior to Hearing Date

- City Council Agenda is posted on City Website and at various City facilities in compliance with the Brown Act. Proposed rate change is listed under Public Hearings section.

- Public Hearing

- Held at City Hall as part of a regular City Council meeting, Spanish translation provided
- City Hall is centrally located in a city of only 7.5 square miles and is within one block of stops for both the City's GATE bus and the County's METRO bus system.

Transit Enhancements

The opportunity for the public participation plan to be activated would occur when improvements are being considered that would support the delivery of services. Examples would include:

- Installation of bus stop benches and shelters
- Changes to vehicles or operating equipment
- Establishing new policies for use of services

Public input would be sought in a manner appropriate to the nature of the changes and their potential impacts. Public outreach through the various methods indicated would be used to notify the public of the Transit Division's intent. If warranted, public input meetings would be held and, if needed, an advisory committee formed to gather and evaluate information and input. Surveys may also be conducted, either on-board or at drop-in locations.

Public Outreach Efforts

Depending on the type of service change that is contemplated a variety of means are employed to encourage public participation. The measures taken are targeted to overcome linguistic, institutional, cultural, economic, historical, or other barriers that may prevent minority and low-income people and populations, persons with disabilities and persons with limited English proficiency from effectively participating in the Transit Division's decision making process.

The potential for a change/enhancement to service/fares is a result of carefully evaluated data by appropriate South Gate Transit staff and our contracted service provider. The data collection will not only include ridership and financial analysis but recaps of community conversations and recommendations with targeted groups or organizations. A proposal is then developed internally and presented to the City Manager or South Gate City Council, depending on the extent and nature of the proposed changes. Once the proposal is accepted, the proposal will proceed to the public comment period.

Public outreach meeting locations, dates and times will be determined with consideration of the proposed changes and their impact on specific locations/populations within the South Gate Transit service area. The following will be considered in establishing those locations:

- Convenience and accessibility for minority, persons with disabilities and LEP communities;
- Size of venue should provide for meaningful dialogue; and
- Invite community organizations to help support public engagement strategies.

As many communication opportunities as possible should be used to seek public input. Methods will include:

- notices on buses in both English and Spanish;
- handouts to passengers (English and Spanish);

- legal ads in newspapers;
- news stories in City publications;
- notices on the website (English and Spanish);
- distribution of notices to advocates for various special interest groups followed by meetings when appropriate and at convenient and accessible locations for different populations (i.e: South Gate Senior Center, Hollydale Senior Housing, Human Services Association – Westside Service Center, South Gate Adult School);
- providing handouts at public meetings; and,
- Spanish speaking employees at meetings available to translate for persons with limited English proficiency.

Once the public comment period ends, all comments will be consolidated and then a careful evaluation of all comments will be considered. A final recommendation will be made to the City Council for their final decision.

Significant public outreach was conducted as part of a transit services needs assessment beginning in 2006 which lead to the eventual development of the fixed route service which began operations in July of 2010. Over the past three years, the City has conducted public outreach in the following ways:

- Public comments and complaints regarding service and fare structure are received regularly at our Transit Division office. The Transit Division office's location and phone number are well publicized.

- Comment forms are provided on all buses.

- Twice per year Transit Staff holds an outreach at our Senior Center providing information about our transit programs and soliciting comments and feedback.

Next Steps

Although the City of South Gate Transit Division's public participation plan will be consistently applied, it is recognized that on-going public participation would benefit the organization. Transit staff will actively seek to engage our community in interpreting and promoting our transit services and programs. These efforts will include the following:

- Regular updates on Transit Division programs and offerings posted to the City website in English and Spanish
- Information regarding our transit programs mailed to each household quarterly as part of our City's recreation brochure (English and Spanish)
- Regular communications with and annual presentations to various stakeholder groups including:
    - South Gate Senior Center,
    - Hollydale Senior Housing,

  - Human Services Association – Westside & Hollydale Service Center,
  - South Gate Adult School
- Maintain a database of program users, participants and other interested parties to facilitate contacting these individuals when issues require input.

IV LANGUAGE ASSISTANCE PLAN

Improving Access for People with Limited English Proficiency (LEP)

The City of South Gate Transit Division's Language Assistance Plan incorporates all reasonable steps to ensure meaningful access to benefits, services, information, and other important portions of the Transit Division's programs and activities for LEP individuals. Limited English Proficient (LEP) persons refer to:

> *Persons for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. It includes people who reported to the U.S. Census that they speak English less than very well, not well, or not at all.*

The plan has the following key elements:

- Identification of LEP individuals who need language assistance in the South Gate Transit Division service area (using the four factor analysis that follows);
- Determination of the appropriate language assistance measures based on what is learned;
- Training of all employees regarding LEP policies and procedures;
- Providing notification to LEP persons of the language services offered by the South Gate Transit Division; and,
- Procedures to monitor and update the Language Assistance Plan.

As a first step, and in order to ensure meaningful access to programs and activities, South Gate Transit uses the information obtained in a Four Factor Analysis to determine the specific language services that are appropriate. This analysis helps South Gate Transit to determine if it communicates effectively with LEP persons and supports language access planning.

This Four Factor Analysis is a local assessment that considers:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by South Gate Transit;

2. The frequency with which LEP persons come into contact with South Gate Transit services and programs;

3. The nature and importance of South Gate Transit services and programs in people's lives; and,

4. The resources available to South Gate Transit for LEP outreach, as well as the costs associated with that outreach.

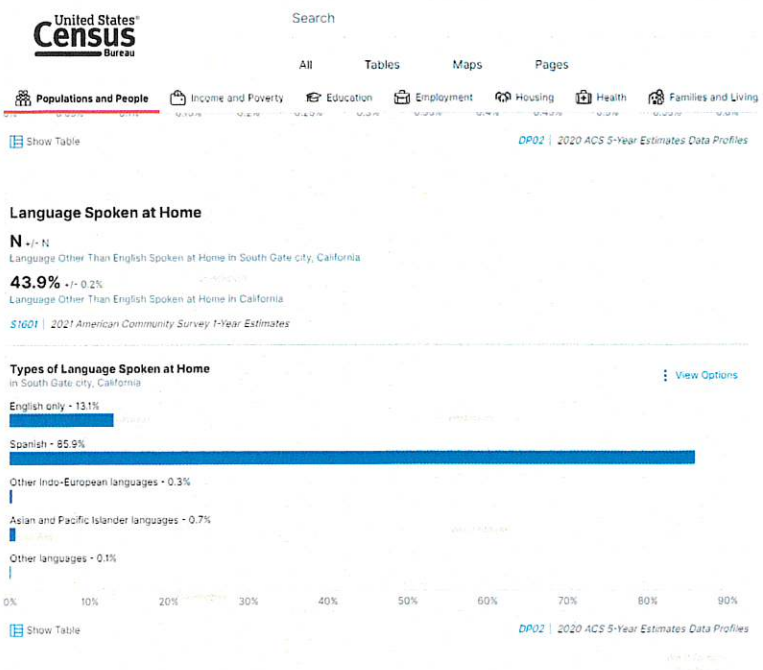
1. Four Factor Analysis

Factor 1 The number or proportion of LEP persons eligible to be served or likely to be encountered by South Gate Transit

CENSUS DATA - The first step in this process is to understand the proportion of LEP persons who may encounter any of the services provided by South Gate Transit, their literacy skills in English and their native language, the location of their communities and neighborhoods, and if they are underserved as a result of a language or other socio-economic barrier. Data for the review will include U.S. Census Bureau "Data.Census.Gov" 2020 data.

The City of South Gate Transit Division operates local fixed-route services in South Gate. Regional transit services are provided by Los Angeles Metropolitan Transit Authority. Americans with Disabilities Act transit services are provided to qualifying South Gate seniors and disabled through the South Gate Transit Divisions Phone a Ride program. The South Gate Transit Services Division's area of service is clearly defined by the boundaries and residents of the City of South Gate.

The City of South Gate and its surrounding communities are predominately Hispanic with a high number of Spanish speaking residents as well as a lower than average education level in much of the population. According to the 2020 census, South Gate has 85.9% of its residents identifying themselves as speaking Spanish at home.



RELATIONSHIP TO SERVICE AREA – Due to the high density and small area (less than 7.5 sq. mi) of South Gate, there are few distinct geographic areas which define specific populations or higher concentrations of Limited English Proficiency populations. All parts of the city contain significant numbers of LEP populations and require staff who are bilingual in both English and Spanish and who are trained and sensitive to the needs to those who may have limited reading and writing skills in either language or both.

Factor 2 FREQUENCY OF CONTACT WITH LEP INDIVIDUALS – As is illustrated by the demographic information above, only two languages; English and Spanish, are spoken with any frequency by South Gate residents. All Transit Division office personnel as well as our contractor's dispatchers and drivers are required to be bilingual in Spanish and English.

To ensure continued collection of contacts, staff is required to report any contacts with LEP customers speaking any language besides Spanish. Staff will be asked to identify the language, if known, provide details of the information requested and the methods used to resolve the problem. This policy will be reinforced regularly as part of ongoing staff training.

Factor 3 IMPORTANCE OF THIS PROGRAM TO OUR COMMUNITY – The City of South Gate is a lower income community with an average per capita income level below County, State and Federal averages. According to the 2020 Census, 13.5% of South Gates residents are at or below poverty levels. South Gate's working population use some method besides a personal vehicle to get to work. Many of those who do drive leave remaining family members without transportation to accomplish their daily tasks.

South Gate is well served by Metro bus routes, crisscrossing the City on major arterials and providing access to other nearby communities. The City's GATE program provides service on the neighborhood level, accessing smaller streets and important local destinations. Based upon driver estimates, shopping is the most common use followed closely by school and work. Stops at important local destinations such as City Hall and South Gate Park provide access to important government services provided at these facilities. A new stop at our local adult school site is quickly becoming a popular destination.

RESOURCES AVAILABLE TO OUR RECIPIENTS AND ASSOCIATED COSTS - The South Gate Transit Division has always committed resources to improve access to its services and programs for LEP persons. The Spanish speaking population has a significant presence in the service area, therefore it has been important to offer materials in a format that are easily understood by this identified population. These have included:

- Spanish outreach materials (public notices, service explanations)
- English/Spanish on-board signage (how to use services, fares)
- English/Spanish brochures (i.e. fare box use, know your rights)
- Spanish route and time guides

- Spanish representation at public meetings
- A majority of staff are bilingual

The costs associated with this customer service are part of the on-going budget for marketing. These language services are seen as a normal part of business by most of the City's departments and are an expected cost and service required in order to properly serve our community.

2. Language Assistance Measures

The South Gate Transit Division has reviewed all of the data and conclusions that have been drawn as a result of the Four Factor Analysis. The written and oral assistance products and methods that are currently in place for the Spanish speaking LEP population appear to be meeting our current populations needs; however, continued monitoring of the changing community needs along with ongoing training of staff along with regular feedback from both the community and staff will be required to ensure that this program continues to address the needs of all of our LEP residents.

Ongoing monitoring efforts:

- Continue to monitor LEP public contacts and reinforce with staff to report any non-Spanish contacts.
- Include Language issues as part of annual customer survey.
- Maintain contact with other local social service organizations and City Departments to identify changing language needs within our population.
- Hold public outreach meetings twice per year.

Program Enhancements and Goals:

- Look into translation services which may be available by telephone or electronically.
- Continued efforts to provide all written documents in both English and Spanish.
- Provide more pictographic communication tools and signage for those who do not read.

3. Training Staff

Training is an on-going activity. A reaffirmation of the entire Title VI policy will be issued annually. All Transit Division employees and all employees provided by our Contracted Transit Provider must have a good understanding of this program, it importance and their role in its implementation. The implementation of our LEP program will be part of our normal customer service training. As such, the following steps will be taken:

- Customer Service/Language Assistance will be a standing agenda item at regular Staff Meetings.
- Input from this committee will lead to specific training with drivers.
- Road supervisor daily observations of drivers and their passenger interactions will note any language encounters.
- Refresher training will be provided immediately with drivers when they are observed lacking sensitivity or responding inappropriately to persons with limited English proficiency.
- All drivers and customer service employees will be bilingual in English and Spanish
- Providing translation resources to drivers and staff to receive access to translation services when needed by phone or radio.
- Providing training on language translation technology as it becomes available.

4. Providing Notice to LEP Persons

As was stated previously, LEP persons will be notified of the language services available through the South Gate Transit Division by the following means:

- On-board posters and posters at bus shelters
- Posting signs at the Transit Services Office and other key service points
- Website posting
- Notice on schedules
- Notice in the Quarterly Recreation Guide, Transit Services Section

Such notices will be in Spanish and, as possible, pictographic.

5. Monitoring and Updating the LEP Plan

The South Gate Transit Division's LEP plan will continue as an active planning tool. As such, tools for feedback and data collection have been put in place as outlined above. The plan will be reviewed annually using the data and feedback received. Minor adjustments will be made at the staff level to insure that the program continues to function in an effective, responsive manner. Larger changes to the program, when identified, will be put through the public outreach process and shall be approved by the City Council.

V. Service Policies and Standards

The City of South Gate Transit Division has established the following policies and standards as guidelines to assure the equitable distribution of services and the accessibility of the fixed-route services.

Vehicle Assignment Policy

The City of South Gate vehicles are assigned to routes in a manner to provide the maximum amount of seating capacity for passenger's usage. Demographics for all routes are comparable; therefore, a policy for minority riders is not necessary at this time.

City vehicles are of two different ages and models; therefore, though there is no visual or measureable difference between the vehicles. The following criterion is used for assigning vehicles:

- Vehicles with larger seat capacity will be assigned to routes with higher ridership needs.

- Vehicles may be assigned on a rotating basis between routes that operate more or less miles; this will ensure that all vehicles maintain an equal amount of miles during the same period. This is a preventive maintenance measure; however, ridership requirements supersede this policy and vehicles with more seat capacity will be assigned for passenger's needs.

Summary
Vehicles are assigned to meet the needs of customers and may be reassigned if customers riding patterns change. The basic principle in assigning vehicles is to serve the greater number of passengers during peak and non-peak-hours, likewise, this concept supports our safety standards by always assigning the appropriate vehicle into service.

Vehicle Load

Average Passenger Capacities

Vehicle Type	Seated	Standing	Total	Load Standard	Maximum Load Factor
28 Foot Bus	20	14	34	1.7	1.7

AM Peak (7 – 8 a.m.)

Vehicle Type	Seated	Standing	Total	Load Standard	Maximum Load Factor
28 Foot Bus	20	14	34	1.7	1.7

PM Peak (4 – 5 p.m.)

Vehicle Type	Seated	Standing	Total	Load Standard	Maximum Load Factor
28 Foot Bus	20	14	34	1.7	1.7

Vehicle Headways

The City of South Gate utilizes two vehicles on the same route; traveling in the same direction. On-time performance is measured by having all routes start at the same 6:00 a.m. starting time, and then the vehicles maintain the same headways of approximately 20 minutes apart from each other. The vehicles are using the concept of a free-running time loop during the entire day. This means vehicles have a definite start time at the first bus stop of the day and an end time at the last bus stop of the day. However, the vehicles do not maintain time points between bus stops for the entire day of service. Vehicles simply keep running without stopping until the end of the day.

Once a vehicle completes a trip the bus driver boards waiting customers and immediately begins the next trip without delay. In this way, we are able to provide more trips than maintaining the traditional schedule that may have lag or break time built into the schedule.

The 20 minute headways are maintained during peak and non-peak periods: likewise, 20 minute headways are maintained Monday to Saturday.

Service availability

The City of South Gate vehicles are assigned to routes in a manner consistent with providing a fair and even distribution of service to all residents. Demographics for all routes are comparable; therefore, a policy for minority riders is not necessary at this time. Our current routes provide access to 95% of our residents within a ½ mile walk.

Transit Amenities

The City of South Gate transit amenities policy is to ensure equitable distribution of safety, comfort and convenience items across the entire fixed route system without prejudice. All riders have equal access to these aforementioned amenities.

Definition of transit amenities:

- Sitting – Benches will be installed at various locations along the routes where it is legal and permitted in consistency with the city's standards and practices regulations. Benches are installed in a fair and even distribution manner to serve all community members wishing to utilize the service.

- Bus shelters – Shelters will be installed along the routes in a manner consistent with the needs of the community's safety, comfort and convenience. These locations are identified by our Public Works Department, Street Division with the assistance of the City's Traffic Engineer. Requests from the public and comments received during public input process are considered in these determinations.

- Provision of information: printed signs, system maps, and schedules – This information is distributed to the public with the intent to market and promote the city fixed route system. The information is intended to educate the community as to the availability of the service and therefore is made available in various formats. Electronic versions of the material are distributed via the city website, through e-mail blasts, electronic billboard in the Swim Stadium and on the Friends-of-South-Gate

Facebook page. Hard copy versions of the information are available to all members of the community and are distributed on buses, at the city Transit Office, at City Hall, at the Parks and Recreation department administration office, on the quarterly recreation brochure, and on the city newsletter.

VI ENVIRONMENTAL JUSTICE

Introduction

The City of South Gate Transit Division, as a recipient of federal assistance, must abide by nondiscrimination policies as expressed in Title VI of the Civil Rights Act of 1964. These requirements were further enhanced by Presidential Executive Order No. 12898 issued February 11, 1994. This order directed all recipients of federal assistance to incorporate environmental justice as part of their mission by identifying and addressing the effects of all programs, policies and activities on minority and low-income populations. The Transit Division will use the following fundamental principles when planning new services or revising existing services; when operating and administrative policies are reviewed; and, when construction of fixed facilities are contemplated or are in progress:

1. Ensure the full and fair participation by all potentially affected communities in the transportation decision-making process;

2. Prevent the denial of, reduction in or significant delay in the receipt of benefits by minority and low-income populations; and,

3. Avoid, minimize or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low-income populations.

In accordance with U. S. Department of Transportation's Order to Address Environmental Justice in Minority and Low-Income Populations, all services, policies and projects must be analyzed to determine whether there would be a "disproportionately high and adverse effect on minority and low-income populations". For the effect to be determined as "disproportionately high and adverse" it must be borne or will be suffered by a minority or low-income population appreciably more or greater in magnitude than would be suffered by the non-minority or non-low-income population.

Incorporating Environmental Justice into Planning

Although Environmental Justice practices are incorporated into the overall commitment of the City of South Gate Transit Division to provide transit service and its benefits equitably, specific steps will be followed by the Transit Division when conducting a service change, planning study or construction project. The major steps in the process will include:

- Identification of the study area;
- Compilation of population characteristics and identification of locations with populations of concern for environmental justice;
- Conducting public outreach;
- Identifying adverse effects on populations of concern; and,
- Evaluating the project's overall effects.

Fixed-Facility/Construction Projects

Construction projects possess unique issues that may be of particular importance to low income and minority populations and should be considered as part of the assessment:

- Human health and quality of life effects related to construction and construction truck traffic off-site;
- Continued availability of community facilities, services and open space;
- Preservation/enhancement of community character and cohesion;
- Direct and indirect residential and business displacements arising from secondary development or change in community character; and,
- Economic vitality and job opportunities.

The public participation plan in Section III details the process followed by the Transit Division to afford opportunity for inclusion by all impacted groups and stakeholders. City of South Gate Transit Division will follow federal guidance provided in FTA Circular 4703.1 (August 2012).

VII OTHER PROGRAM SPECIFIC REQUIREMENTS

Subrecipient Compliance

During this report period, the City of South Gate Transit Division did not have any subrecipients. Language requiring compliance with all Federal requirements, including Title VI, is included in the contract language for all contractors working under this program and is monitored by the City.

Equity Analysis for Facility

During the past three years, the City of South Gate Transit Division has not constructed a vehicle storage, operations or maintenance facility.

Demographic Service Profile

City of South Gate Transit Division operates fewer than 50 vehicles in peak fixed-route service; therefore a demographic profile was not prepared for this plan update.

CONTACT

For additional information on the City of South Gate Transit Division's Title VI Plan, or its efforts to comply with the Civil Rights Act of 1964 or Executive Order 13166 Improving Access to Services for Persons with Limited English Proficiency, please contact:

Steve Costley, Director of Parks & Recreation
City of South Gate Transit Division
4900 Southern Avenue
South Gate, CA 90280
323-563-5478
E-Mail: scostley@sogate.org

Office of the
South Gate City Clerk

NOV 20 2025

FILED

1:00pm

Item No. 6

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **November 25, 2025**
Originating Department: **Human Resources**

Human Resources Director: *Jon Hamilton* ***City Manager:*** *Rob Houston*

SUBJECT: APPROVAL AND ADOPTION OF THE UPDATED TERMS AND CONDITIONS OF EMPLOYMENT FOR THE UNREPRESENTED EXECUTIVE MANAGEMENT EMPLOYEE GROUP

PURPOSE: To approve and adopt the Updated Terms and Conditions of Employment ("Terms") for the Unrepresented Executive Management Employee Group ("Executives") covering the term of July 1, 2025, through June 30, 2026, which shall supersede the predecessor Resolution regarding the Terms for Executives.

RECOMMENDED ACTIONS: Adopt Resolution approving the Executive Updated Terms for the term of July 1, 2025, through June 30, 2026.

FISCAL IMPACT: There is no fiscal impact from adopting the Resolution approving the comprehensive successor MOUs and Terms as the negotiated additional costs related thereto were contemplated and approved in the Fiscal Year 2025/26 Adopted Budget.

BACKGROUND: On September 23, 2025, the City Council adopted Resolution No. 2025-31-CC, which, in part, adopted the updated Terms and Conditions of Employment for the Unrepresented Executive Management Employee Group. In those adopted Terms, the intent was to permit all Executives the ability to cash out up to 40 hours of accrued Administrative Leave, as authorized under Article IV (Leave Policies), Section 11 (Administrative Leave), Subsection B. However, the language currently limits the ability for an Executive to cash out any administrative leave to those hired on or before December 31, 2023. This limitation was intended to be removed and, thus, is simply a clerical error that now needs to be corrected.

The City Council is being requested to adopt a Resolution approving the updated Executive Terms permitting all Executives to participate in the administrative leave cash out option.

ATTACHMENT:

A. Resolution
B. Updated Terms and Conditions for Executives 2025-2026

RESOLUTION NO. _____

CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE, CALIFORNIA, APPROVING AND ADOPTING THE UPDATED TERMS AND CONDITIONS OF EMPLOYMENT FOR THE UNREPRESENTED EXECUTIVE MANAGEMENT EMPLOYEE GROUP

WHEREAS, on September 23, 2025, the City Council adopted Resolution No. 2025-31-CC which, in part, adopted the Terms and Conditions of Employment ("Terms") for the Unrepresented Executive Management Employee Group ("Executives");

WHEREAS, the Terms inadvertently exclude any Executive hired on or after January 1, 2024, from participating in the administrative leave cash out program, by updating the Terms for the Executives for the term of July 1, 2025, through June 30, 2026, to ensure that all Executives may participate in the administrative leave cash out program; and

WHEREAS, the Updated Terms of the Executives for 2025-2026 shall become effective immediately upon adoption by the South Gate City Council.

[Remainder of page left intentionally blank]

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

SECTION 1. The City Council does hereby declare that the above recitals are true and correct and incorporated herein by reference.

SECTION 2. The City Council does hereby accept, approve and adopt the Updated Terms and Conditions of Employment for the Unrepresented Executive Management Employee Group for the term of July 1, 2025 through June 30, 2026, attached respectively hereto as Exhibit "B."

SECTION 3. The City Clerk shall certify the adoption of this Resolution which shall be effective upon its adoption.

PASSED, APPROVED and **ADOPTED** this **25th** day of **November 2025.**

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

ATTEST:

By: _____
Yodit Glaze, Deputy City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raul F. Salinas, City Attorney

Exhibit "B"

UPDATED

TERMS AND CONDITIONS OF EMPLOYMENT

FOR THE

UNREPRESENTED EXECUTIVE MANAGEMENT

EMPLOYEE GROUP

JULY 1, 2025, TO JUNE 30, 2026

TABLE OF CONTENTS

ARTICLE I	**GENERAL PROVISIONS**	**3**
SECTION 1	RECOGNITION AND GENERAL PROVISIONS	3
SECTION 2	CURRENT AND SUPPLEMENTAL AGREEMENTS	4
SECTION 3	NONDISCRIMINATION	4
SECTION 4	DURATION	4
SECTION 5	CITY RIGHTS	4-6
SECTION 6	"AT WILL" EMPLOYMENT, TERMINATION, AND SEVERANCE PLAN	6-7
SECTION 7	DRESS CODES	8
SECTION 8	IMDEMNIFICATION	8
SECTION 9	BONDING	8
SECTION 10	PERSONNEL RULES AND REGULATIONS	8
SECTION 11	PROBATION PERIOD	8
SECTION 12	WORKWEEK AND HOURS	8-9
SECTION 13	ELECTRONIC CHECK DEPOSIT	9
SECTION 14	SUBSTANCE ABUSE	9
SECTION 15	SMOKE FREE POLICY	9
SECTION 16	EMPLOYEE ACKNOWLEDGEMENT OF RECEIPT OF OFFICIAL DOCUMENTS	9
SECTION 17	EXCLUSION FROM CIVIL SERVICE RULES AND REGULATIONS	9
ARTICLE II	**SALARIES AND ALLOWANCES**	**10**
SECTION 1	PAY INCREASES IMPLEMENTATION	10
SECTION 2	WAGES	10
SECTION 3	MERIT BASED STEP INCREASE	10
SECTION 4	WITHHOLDINGS	10
SECTION 5	EDUCATIONAL REIMBURSEMENT	10-11
SECTION 6	VEHICLE ALLOWANCE	11
SECTION 7	COMMUNICATION DEVICE	11
SECTION 8	EDUCATIONAL INCENTIVE PAY	11
SECTION 9	UNIFORM ALLOWANCE (SWORN ONLY)	11
ARTICLE III	**FRINGE BENEFITS**	**12**
SECTION 1	HEALTHCARE INSURANCE	12
SECTION 2	LIFE INSURANCE	12
SECTION 3	VOLUNTARY LIFE INSURANCE	12
SECTION 4	RETIREMENT	12-14
SECTION 5	DEFERRED COMPENSATION	14
SECTION 6	FITNESS	14-15
SECTION 7	LONG TERM DISABILITY	15

ARTICLE IV	**LEAVE POLICIES**	**16**
SECTION 1	HOLIDAY LEAVE	16-17
SECTION 2	VACATION	17-18
SECTION 3	SICK LEAVE	18-21
SECTION 4	JURY DUTY	21
SECTION 5	LEAVE WITHOUT PAY	21
SECTION 6	MATERNITY LEAVE	22
SECTION 7	FAMILY MEDICAL LEAVE ACT/CALIFORNIA FAMILY RIGHTS ACT	22
SECTION 8	BEREAVEMENT	22-23
SECTION 9	JOB RELATED INJURY OR ILLNESS	23
SECTION 10	MILITARY LEAVE	23
SECTION 11	ADMINISTRATIVE LEAVE	23-25
SECTION 12	PERSONAL BUSINESS LEAVE	25
ARTICLE V	**IMPLEMENTATION OF TERMS & CONDITIONS**	**26**
SECTION 1	MODIFICATIONS	26
SECTION 2	EFFECT OF WAIVER	26
SECTION 3	ENTIRITY	26

ARTICLE I
GENERAL PROVISIONS

SECTION 1 RECOGNITION AND GENERAL PROVISIONS

The City Manager and the City Council have designated the following positions as falling within the scope of the Unrepresented Executive Management Employee Group ("Executive Management" or "Employees") and, in accordance with the provisions of the Fair Labor Standards Act (FLSA), have designated the following positions as exempt from minimum wage and overtime requirements of the FLSA:

Assistant City Manager
Chief of Police
Director of Administrative Services
Director of Community Development
Director of Human Resources
Director of Parks & Recreations
Director of Public Works

Other classifications may be designated as executive management from time to time as deemed appropriate by the City Manager and the City Council. The City Manager may combine two of the above positions (e.g., Assistant City Manager/Director of Public Works) and the combined position shall remain covered by these Terms and Conditions of Employment.

Employees may be subdivided in these Terms and Conditions of Employment into two categories: ***Sworn employees***, which includes the Chief of Police (hereinafter "Sworn Employees"); and ***Miscellaneous employees***, which includes the Assistant City Manager, Director of Administrative Services, Director of Community Development, Director of Human Resources, Director of Parks & Recreation, and Director of Public Works (hereinafter "Miscellaneous Employees").

The City Manager of the City of South Gate has the authority to appoint, promote, discipline, demote, and remove any offices and employees of the City except the City Clerk, City Treasurer, and the City Attorney, pursuant to the City of South Gate Municipal Code Section 1.06.060 (Power and Duties), of Chapter 106 (City Manager), of Title 1 (Administrative and Personnel).

Employees subject to these Terms and Conditions of Employment must remain in the exclusive employment of the City and not to become otherwise employed while these Terms and Conditions of Employment are in effect, without prior, written approval of the City Manager. The term "employed" shall not be construed to include occasional teaching, writing, or consulting performed outside of normal City business hours, or on Employee's time off with the prior, written approval of the City Manager.

SECTION 2 CURRENT AND SUPPLEMENTAL AGREEMENTS

It is the intent of the City and Employees that these Terms and Conditions of Employment supersedes all previous agreements or understandings either written or oral regarding, but not limited to, matters relating to wages, hours, and terms and conditions of employment between Executive Management employees, as represented by the City Manager, and by the City of South Gate ("City"). These Terms and Conditions of Employment contain the entire understanding between the parties on all matters related to the employees' working conditions, rights, duties, and benefits. No amendment, change, or variation hereof shall be valid or binding unless reduced to writing by the City Manager and approved by the City Council.

SECTION 3 NONDISCRIMINATION

The City and Employees agree that, in applying the terms of these Terms and Conditions of Employment, neither party will discriminate against any employee because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, veteran or military status, political beliefs and affiliations, or union affiliation of any person or from any other reason prohibited by law.

SECTION 4 DURATION

These Terms and Conditions of Employment shall be effective from July 1, 2025, through June 30, 2026, and shall supersede any previous agreements, any amendments, resolutions or side letters thereto, shall become effective only after adoption by the City Council of the City of South Gate. In the event there is no successor agreement in place following June 30, 2025, these Terms and Conditions of Employment shall remain in full force and effect until such time that a successor agreement is ratified and approved by the City Council.

All provisions in these Terms and Conditions of Employment become effective on July 1, 2025, unless an earlier date is approved in a specific provision.

SECTION 5 CITY RIGHTS

A. Except as otherwise specifically provided, the City has and retains the sole and exclusive rights and functions of management, including, but not limited to, the following:

1. To determine the nature, standards, and extend of services to be performed, as well as the right to determine and implement its public function and responsibility.

2. To manage all facilities and operations of the City, including the methods, means, and numbers and kinds of personnel by which the City operations are to be conducted.

3. To contract and/or transfer out work.

4. To direct the working forces, including the right to hire, assign, promote, demote, or transfer any employee.

5. To assign work to and schedule employees in accordance with requirements as determined by the City, and to establish and change work schedules and assignments upon reasonable notice.

6. To discharge, layoff, suspend, demote, reprimand, withhold salary increases and benefits, or otherwise discipline employees in accordance with applicable law.

7. To determine policies, procedures, and standards affecting the selection, training, and promotion of employees.

8. To establish, assess, and implement employee performance standards, including, but not limited to, quality and quantity standards; the assessment of employee performances; and the procedures for said assessment.

9. To establish and enforce dress and grooming standards.

10. To determine time, reasons, methods, and means to relieve its employees from duty because of lack of work, lack of funds, or other lawful reasons.

11. To maintain the efficiency of governmental operations.

12. To determine safety, health, and property protection measures.

13. To determine methods of financing.

14. To determine style and/or types of City-issued wearing apparel, equipment, or technology to be used.

15. To determine and/or change the facilities, methods, technology, means, organizational structure, and size and comparison of the work force, and to allocate and assign work by which the City operations are to be conducted.

16. To determine and change the number of locations, relocations, and types of operations, means, methods, processes, equipment, and materials to be used in carrying out all City functions, including, but not limited to, the right to transfer work out of the unit, contract for, or subcontract any work or operations.

17. To establish, modify, determine, or eliminate job classifications.

18. To take all necessary actions to carry out its mission in emergencies.

19. To exercise complete control and discretion of its organization and the technology of performing its work.

20. To take such other and further action as may be necessary to organize and operate the City in the most efficient and economical manner and in the best interest of the public it serves.

B. Executive management recognizes that the City has and will continue to retain, whether exercised or not, the unilateral and exclusive right to operate, administer, and manage its municipal services and work force, performing those services in all respects subject to these Terms and Conditions of Employment.

SECTION 6 "AT WILL" EMPLOYMENT, TERMINATION AND SEVERANCE PLAN

Employees are "at will" and shall serve at the pleasure of the City Manager pursuant to Section 1.06.060(C) of the South Gate Municipal Code. As such, the City manager may terminate an Employee's employment at any time with or without cause, and with or without advance notice. A newly appointed City Manager may not terminate an Employee without cause until at least six months after the City Council duly appointed him/her to the position.

Employees may be terminated with cause for disciplinary reasons, or without cause or laid-off at the sole discretion of the City Manager. In the event an Employee is terminated without cause by the City at any time the Employee is still willing and able to perform his/her duties, the City shall provide six (6) months' base salary upon termination, less ordinary deductions for taxes and other customary withholdings, provided; however, that said severance payment shall also be deemed as consideration for, and is conditioned upon, a full and complete written release of any and all claims, if any, by the Employee arising out of his/her employment relationship with the City, including a waiver of California Civil Code § 1542. Said release shall not extend to any claim for Workers' Compensation benefits, which the Employee may seek and shall not prohibit him/her in any way from participating in any state or federal administrative action or investigation.

An Employee may be terminated for cause for actions including, but not limited to:

a. Conviction of any illegal act involving personal gain to the employee;
b. Conviction of any felony, irrespective of the charge;
c. Conviction of any misdemeanor involving charges of moral turpitude, fraud or any act of misappropriation of public funds while working for the City, or;
d. As found by the City Council, upon the recommendation of the City Manager, to have:
   (1) Been in gross neglect or dereliction of his/her duties, including willful or repeated violation of the following examples of conduct, which shall constitute cause for disciplinary action up to, and including discharge of an employee:
      a) Willfully or corruptly making any false statements, certificates, marks, ratings, reports, failing to disclose material facts or in any manner committing or attempting any fraud.
      b) Incompetence.
      c) Inefficiency.

d) Neglect of duty.
e) Insubordination.
f) Dishonesty.
g) Violation of City's Drug Free Workplace Policy.
h) Intemperance.
i) Absence without authorized leave.
j) Conviction of a felony or conviction of a misdemeanor involving moral turpitude. A plea or verdict of guilty, or a conviction following a plea of nolo contendere, to a charge of a felony or any offense involving moral turpitude is deemed to be a conviction within the meaning of this Section.
k) Immorality.
l) Discourteous treatment of the public or other employees, including sexual harassment.
m) Improper political activity.
n) Willful disobedience.
o) Misuse of property owned by, leased to, or under the charge of the City.
p) Violation of any of the prohibitions set forth in California Government Code §§ 1090 *et seq.* and § 1126. (Related to conflict-of-interest activities).
q) Refusal to take and subscribe any oath or affirmation that is required by law in connection with employment.
r) Any other failure of good behavior either during or outside of duty hours which is of such a nature that it causes discredit to the City, its officers or employees.
s) Willful injury to persons.
t) Waste of material.
u) Advocating violent overthrow of government. (Government Code Section 1028) "It shall be sufficient cause for the dismissal of any public employee when such public employee advocates or is knowingly a member of the Communist Party or of an organization which during the time of his/her membership he/she advocates overthrow of the Government of the United States or of any state by force or violence."
v) Any unauthorized use of City uniforms.
w) Any violation of City or departmental policies and rules.
x) Violation of City's Discrimination/Harassment Policy.

(2) Misappropriated any assets of the City; or
(3) Failed to accurately state his/her representations or warranties.

The City Manager or his/her designee shall serve on an Employee terminated with cause a written document describing the reason(s) for the employee's termination and the date that the employee will be terminated. The Employee may meet with the City Manager to discuss the basis upon which he/she shall be terminated; however, the City Manager's decision is final and not subject to appeal and/or grievance. An Employee terminated with cause is not entitled to the six-month severance pay as described above for an Employee laid off or terminated without cause.

SECTION 7 DRESS CODE

The parties agree that City dress codes shall be determined by the City Manager in accordance with business necessity.

SECTION 8 IMDEMNIFICATION

To the extend mandated by state and/or federal law, including but not limited to California Government Code §§ 825-825.6, 995-996.6, and other applicable laws, the City shall defend, hold harmless, and indemnify Employee against any tort, professional liability, claim or demand, or other legal action arising out of an alleged act or omission occurring in the performance of Employee's services under these Terms and Conditions of Employment, whether groundless or otherwise, alleged as a public official or private individual, arising out of an alleged act or omission occurring in the performance of the Employee's duties as defined in these Terms and Conditions of Employment. City will compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon for Employee's activities performed in the course and cop of his/her employment.

SECTION 9 BONDING

The City shall bear the full costs of any fidelity or other bonds required of the Employee under any law or ordinance.

SECTION 10 PERSONNEL RULES AND REGULATIONS

The Employee is subject to the provisions of any personnel rules, regulations, and other policies and procedures governing the terms and conditions of employment whether now in existence or subsequently adopted by the City. Except as to the discipline, disciplinary appeals, notice and termination provisions thereof, such rules, regulations, policies or procedures are incorporated into these Terms and Conditions of Employment by reference and shall govern unless there is a conflict with these Terms and Conditions of Employment.

SECTION 11 PROBATION PERIOD

All Employees are "at will," do not have a probation period, and subject to termination pursuant to the terms outlined in these Terms and Conditions of Employment.

SECTION 12 WORKWEEK AND HOURS

Employees are expected to engage in the hours of work that are necessary to fulfill the obligations of the position, must be available at all times, and must devote a great deal of time outside the normal office hours to the business of the City. The proper performance of duties will require Employees to generally observe normal business hours (currently 7:00 a.m. to 6:00 p.m., Monday through Thursday, including a standard one-hour lunch period), as set by the City and as may be duly revised from time-to-time by the City, and

will also often require the performance of necessary services outside of normal business hours. Employees who are not able to generally adhere to the City's normal business hours shall discuss the reasons with the City Manager.

It is recognized that an Employee's duties may vary day-to-day, week-to-week as a result of the work demands placed on the Employee and the times such work is required to be performed. Employees may be required to work outside of normal office hours to attend to the business of the City and, upon approval of the City Manager, may be permitted to take compensatory time off as deemed appropriate.

SECTION 13 ELECTRONIC CHECK DEPOSIT

The City will continue to provide an electronic check deposit program.

SECTION 14 SUBSTANCE ABUSE

It is appropriate to provide a drug-free workplace through the establishment of policies and procedures that clearly prohibit the use of alcohol and other drugs and their influence on the job, as implemented by the City's Drug and Alcohol Abuse Policy.

SECTION 15 SMOKE FREE POLICY

All City buildings and vehicles shall be considered "smoke free" areas. Employees may smoke on City property only in areas specifically designated for smoking.

ARTICLE 16 EMPLOYEE ACKNOWLEDGEMENT OF RECEIPT OF OFFICIAL DOCUMENTS

Employees being served with City documents that contain a formal Notice of Acknowledgement of Receipt with a signature line and date for the employee to sign and who are directed to sign such document at the time presented, shall promptly sign and date the Notice of Acknowledgement of Receipt or may be subject to discipline for insubordination for failure to comply with an official directive and for violation of these Terms and Conditions of Employment. Any disciplinary document shall have the following sentence before the signature line: "My signature does not mean that I agree with the contents of this document and does not waive any of my rights."

ARTICLE 17 EXCLUSION FROM CIVIL SERVICE RULES AND REGULATIONS

Employees are "at will" and excluded from the City's civil service rules and regulations pursuant to Section 1.24.105 of the South Gate Municipal Code

ARTICLE II
SALARIES AND ALLOWANCES

SECTION 1 PAY INCREASE IMPLEMENTATION

The City shall make payroll changes for step increases, pay increases, and other compensation changes at the start of the nearest pay period, subject to the Personnel Officer's approval and/or adjustment (due to special circumstances).

SECTION 2 WAGES:

For Fiscal Year 2025-26 and effective September 7, 2025, the salary range and base salary for the positions identified in Article I, Section1, shall be increased by three percent (3.0%)

SECTION 3 MERIT BASED INCREASES

All employees will be placed on the same evaluation schedule with either annual or semi-annual evaluations. Advancement to a higher Step in each Grade will be contingent upon an overall satisfactory or exemplary performance evaluation. Merit increases must be recommended by the City Manager. Should the City Manager fail to complete an evaluation through no fault of the Employee, the Employee will automatically receive any regularly scheduled increase. The City Manager may take affirmative action to withhold a salary step increase if it is determined at the sole discretion of the City Manager that the Employee has not met satisfactory standards. Withholding a salary increase is an administrative action, and not disciplinary, and therefore is not a subject to appeal. Additionally, it is the sole discretion of the City Manager as to when he/she may reconsider a merit increase and any merit increase provided following a withholding is not subject to retroactive pay.

SECTION 4 WITHHOLDINGS

A. Social Security: No contributions are paid by the City or Employees into Social Security.

B. Medicare: For all employees hired after April 1, 1986, a total withholding of 2.9% shall be contributed to Medicare with the City paying 1.45% of the Employee's salary and the Employee paying the remaining 1.45% of his/her salary.

SECTION 5 EDUCATIONAL REIMBURSEMENT

Up to $3,500 for any private or public college or university or recognized professional organization (American Planner Association, Government Finance Officers Association, etc.) annually for enrolling in classes related to their professional development with the City. Such reimbursement shall be pre-approved by the City Manager prior to enrollment by the employee. To be eligible for reimbursement, an employee must obtain a grade of "C" or better (a "Pass" if the class is a pass/fail standard) and shall submit a grade slip or other evidence of successful course completion and appropriate invoices and/or receipts.

For Employees hired on or after January 1, 1993, and who were appointed to an Executive Management position covered by these Terms and Conditions of Employment on or before January 1, 2015, the City shall pay for related regional and national professional memberships as approved by the City Manager including renewal of professional licensees related to the position.

SECTION 6 VEHICLE ALLOWANCE

A. Miscellaneous Employees: In lieu of the City providing a vehicle or paying mileage reimbursement for City business use, the employee shall receive $500 per month as a vehicle allowance. The employee shall annually present proof of vehicle insurance and that such coverage shall cover the vehicle operation for city business purposes by said employee. The employee shall also participate in the City's annual DMV verification program. An employee receiving the Vehicle Allowance may not use a City vehicle for any purpose. Employees may use City Electronic Vehicle (EV) charging stations, if available.

B. Sworn Employees: Given the nature of the responsibilities attached to the position of Chief of Police, providing a City-issued vehicle is more appropriate and cost effective as it would require a private vehicle to be outfitted with certain equipment so the Employee can carry out his/her duties as expected. Accordingly, a Sworn Employee will be provided with a vehicle that he/she may use for all work-related purposes, including driving to and from work, trainings, and events.

SECTION 7 COMMUNICATION DEVICES

A. Miscellaneous Employees: In lieu of the City providing a cell phone, the Employee shall receive $120 per month for communication expenses. The employee understands the monthly records of calls may be subject to the California Public Records Act relating to City business items. The City Attorney's Office will make any determination of applicability.

B. Sworn Employees: The Sworn Employee has a choice to either receive the allowance as specified above in Section 7.A. or may receive a City-issued cell phone.

SECTION 8 EDUCATION INCENTIVE PAY

The City shall pay $225 per month for any employee that has obtained a master's degree or higher from a fully accredited university.

SECTION 9 UNIFORM ALLOWANCE (SWORN ONLY)

Sworn Employees may order uniforms from a City-approved vendor for an amount not to exceed $1,200 annually and that the purchase of such uniforms shall be billed directly to the City.

ARTICLE III
FRINGE BENEFITS

SECTION 1 HEALTHCARE INSURANCE

The City provides health coverage through the CalPERS Health Program. Employees receive up to $1,000 + 1.00% of his/her base annual salary, monthly towards mandatory medical and dental coverage, which includes the required CalPERS monthly contribution. In lieu of this benefit, Employees showing proof of enrollment in an alternative group health plan, and annually each year thereafter, may opt out of City health coverage with a cash-in-lieu payment of $900 per month minus any premiums for dental and vision coverage. An employee may designate all or some of the $900 per month cash-in-lieu payment to be deposited into the employee's deferred compensation account.

The City pays for the Employee and up to 2 dependents party HMO Vison plan premium.

SECTION 2 LIFE INSURANCE

The City shall provide $100,000 Life and Accidental Death and Dismemberment Insurance for all Employees subject to these Terms and Conditions of Employment.

SECTION 3 VOLUNTARY LIFE INSURANCE

Eligible employees will be offered the opportunity to purchase life insurance in addition to the life insurance paid for by the City. Currently voluntary life coverage is provided by The Guardian and establishes the terms and conditions regarding coverage; however, the City reserves the right to change insurance carriers for this benefit at its own, independent discretion.

SECTION 4 RETIREMENT

A. CalPERS Pension

Employees will be provided with California Public Employees' Retirement System ("CalPERS") pension benefits consistent with the City's contract with CalPERS, with benefits differing depending on whether the employee is a "classic member" or "new member," as defined by the Public Employee's Pension Reform Act ("PEPRA"). The City will pay the Employer contribution of pension cost and the employee shall pay the Employee contribution of pension costs consistent with CalPERS requirements. The City's CalPERS contract provides for 1959 Survivor Benefit Level 4 and sick leave credit, such that sick leave is converted to service credit upon retirement from the City within four months of employment separation subject to current CalPERS regulations.

1. "Classic Members": For all employees who are "Classic Members" within the meaning of the California Public Employees' Pension Reform Act of 2013, the City shall provide in its contract with CalPERS the following retirement:

a. Miscellaneous Employees: These employees shall receive a retirement pension formula of 2.7% @ 55 calculated using their highest 12 months of income.

b. Sworn Employees: these employees shall receive a retirement pension formula of 3.0% @ 50 calculated using their highest 12 months of income.

2. "New Members": For all employees who are "PEPRA" within the meaning of the California Public Employees' Pension Reform Act of 2013, the City shall provide in its contract with CalPERS the following retirement:

a. Miscellaneous Employees: These employees shall receive a retirement pension formula of 2.0% @ 62 calculated using their highest 36 months of income.

b. Sworn Employees: these employees shall receive a retirement pension formula of 2.7% @ 57 calculated using their highest 36 months of income.

B. Employee Contributions

1. Miscellaneous Employees: Miscellaneous Employees will pay the employee's 8% contribution to the retirement plan or as defined by PEPRA. Starting July 1, 2023, all Miscellaneous Employees, "Classic" and "PEPRA" as defined by CALPERS, shall pay an additional 1% towards the employer CalPERS contribution as cost sharing to be implemented by a CalPERS contract amendment and an additional 1% (for a total of 2%) starting January 1, 2025.

2. Sworn Employees: Sworn Employees will pay the employee's 9% contribution to the retirement plan or as defined by PEPRA. Starting July 1, 2023, all Sworn Employees, "Classic" and "PEPRA" as defined by CALPERS, shall pay an additional 1% towards the employer CalPERS contribution as cost sharing to be implemented by a CalPERS contract amendment and an additional 1% (for a total of 2%) starting January 1, 2025.

C. Retiree Medical Insurance

1. Miscellaneous Employees: The City shall continue to cover eligible retirees by the City's Public Employees' Medical & Hospital Care Act (PEMHCA) resolution. Employees are eligible for this benefit if the employee has twenty (20) or more years of service with the City, remains enrolled in a CalPERS medical plan, retires from the City, and remains a CalPERS annuitant. Employees shall receive a medical insurance benefit not to exceed three hundred dollars ($300) per month. This section specifically makes no provision for any dependents of the retiree. The retired employee will continue to have the option to purchase medical insurance for him-/herself and his/her dependents, as currently provided at his/her own expense.

2. Sworn Employees: The City shall continue to cover eligible retirees by the City's Public Employees' Medical & Hospital Care Act (PEMCHA) resolution. Employees are eligible for this benefit if the employee has twenty (20) or more years of service with the City, remains enrolled in a CalPERS medical plan, retires from the City with a normal service retirement, and remains a CalPERS annuitant. In the event the Employee retires with an Industrial Disability Retirement (IDR) with CalPERS, or later converts his/her normal service retirement to an IDR, he/she will no longer be eligible for this benefit. Once eligibility is lost, it cannot be restored under any circumstance. A retiree will be reimbursed for the actual dollar amount for the CalPERS medical insurance coverage he/she selects, fixed at a rate not to exceed the amount of the CalPERS Kaiser-Southern California 2-Party medical insurance monthly premium rate in effect on the date of his/her retirement.

3. The City agrees to notify employees of the need to enroll or remain in a CalPERS medical benefit plan to receive this benefit at the time the employee submits the "Intent to Retire" packet.

SECTION 5 DEFERRED COMPENSATION

The City currently offers deferred compensation plans to employees, enrollment in such plans is voluntary, and on an ongoing basis.

A. For employees hired on or before December 31, 1989: The City shall match Employee contributions up to $100 per month.

B. For employees hired on or after January 1, 1990: The City shall match Employee contributions up to $550 per month.

SECTION 6 FITNESS

A. All Employees shall receive a family membership (spouse and dependent children) at the South Gate Sports Center in the South Gate Park that will be provided at no cost and includes access to the golf course and swimming pool. This membership includes free access to all Park facilities that are open to the public, but excludes City sponsored classes that require a fee.

B. All Employees are also eligible to participate in the City's Employee Assistance Plan ("EAP") Program.

C. Physical Fitness Program: All Sworn Employees shall receive special compensation of $600 each April and October for passing the Police Department's Physical Fitness Test ("PFT") in any one of the following areas: (1) cycling, (2) three-mile walk, or (3) one and one-half mile run. The Police Department conducts fitness testing two (2) times a year. Scores are based upon the Sworn Employee's gender, age, and PFT performance. Those who successfully complete their assigned segment of the "Baker to Vegas Run" are deemed to have passed the test in lieu of taking the fitness test in

April of that particular year. A score of "good" or better shall be deemed a passing score to entitle the recipient to receive the $600 payments described herein. Employee participation in this Physical Fitness Program is voluntary.

SECTION 7 LONG TERM DISABILITY

A. For Employees hired on or before December 31, 1992, or who were appointed to an Executive Management position covered by these Terms and Conditions of Employment on or before December 31, 2014: The City pays for Long Term Disability Insurance through Reliance Standard (or whichever other company the City may contract for similar services) for long term disability coverage.

B. For Employees hired on or after January 1, 1993, and who were appointed to an Executive Management position covered by these Terms and Conditions of Employment on or after January 1, 2015: The City pays 50% of the plan cost, should the employee choose to participate in CalPERS (or successor) offered program.

ARTICLE IV
LEAVE POLICIES

SECTION 1 HOLIDAY LEAVE

A. Entitlement

Employees who are on the payroll as of July 1st of each Fiscal Year shall be credited with appropriate Holiday Leave per Section B (below). Employees in the bargaining unit hired after the 1st of each Fiscal Year will be credited as of the date of hire with ten (10) hours of holiday leave for each designated holiday remaining in the Fiscal Year. Although the holiday leave is credited, it is not considered earned until the day of the observed holiday.

Entitled employees may be absent from work but nevertheless receive compensation at the employee's then current rate of pay on either (a) the holidays designated below; or (b) days otherwise scheduled in advance and agreed upon between the employee's supervisor and the employee.

Entitled employees shall earn Holiday Leave in increments of ten (10) hours if the employee is working or on paid leave both as the holiday occurs during the calendar year, and at the commencement of the day following the designated holiday. Holiday leave time used shall be deducted from the hours credited in increments according to the employee work schedule.

City Holiday Leave is not intended to be carried over from one fiscal year to a succeeding fiscal year. Any unused Holiday hours not used at the conclusion of the last full pay period of each fiscal year are deemed lost, and employees shall not receive compensation for any unused Holiday hours.

B. Holiday Observance/Hours

Each fiscal year the City shall observe the following named Holidays:

New Year's Day	January 1st
Martin Luther King's Birthday	Third Monday of January
President's Day	Third Monday of February
César Chávez Day	Last Monday in March
Memorial Day	Last Monday of May
Independence Day	July 4th
Labor Day	First Monday of September
Thanksgiving Day	Fourth Thursday of November
Christmas Eve	December 24th
Christmas Day	December 25th

Each fiscal year, all employees shall receive 130 hours of paid Holiday Leave subject to "Section IA, Article IV." The City will observe the ten (10) days set forth above, plus thirty (30) additional hours each year. The thirty (30) additional hours will be applied to

effectuate a full week of closure between Christmas and New Year's Day. In the event that less than thirty (30) hours is necessary to effectuate the full week of closure, the balance of the 30 hours will be observed as floating day(s). In the event 30 hours is insufficient to cover the holiday closure period, employees will use accrued vacation, compensation, administrative leave, and/or leave without pay.

The City will review the holidays above in April of each year and determine the date each holiday will be observed for the coming fiscal year, which shall be issued by the Personnel Officer as the Holiday Schedule.

Employees are required to be off work on City-observed holidays. Any such employee who works on an observed holiday shall earn his/her regular rate of pay and defer any unused holiday hours to be used at a later time.

Holidays that fall on Friday or Saturday become floaters. Holidays that fall on Sunday are observed on Monday. If two-day holidays fall on Sunday/Monday, then holidays are observed Monday/ Tuesday.

An employee shall not receive compensation for holidays that occur after his/her date of separation.

SECTION 2 VACATION

A. Each employee shall earn vacation in the following manner:

1. Employees hired on or before December 31, 2014: Employees hired on or before December 31, 2014, shall earn vacation at a rate of 160 hours per year, or 6.15 hours per pay period. Accrued but unused vacation may be carried over from year to year with no cap on the number of hours an Employee may accrue.

2. Employees hired on or after January 1, 2015:

One (1) to four (4) years of service:	120 hours annually
Five (5) to nine (9) years of service:	160 hours annually
Ten (10) or more years of service:	200 hours annually

Accrued but unused vacation may be carried over from year to year; however, the maximum allowable vacation accrual is three hundred and fifty (350) hours for Miscellaneous Employees and four hundred (400) hours for Sworn Employees. If an employee's vacation accrual is at the maximum level, the employee will not accrue additional vacation until the employee's vacation accrual is below the maximum level.

B. By no later than December 15 of any calendar year, an employee wishing to convert a portion of his/her actual accumulated vacation leave to cash at the hourly rate of base pay then existing, shall notify the Personnel Officer in writing on a form to be supplied by the City of his/her cash out request, including the amount to be cashed out and acknowledging that the request is irrevocable. In order to be eligible to

convert a portion of accumulated vacation leave to cash, an employee must maintain one hundred (100) hours of vacation leave within the employee's account balance after any distribution has been made. Said employee shall be entitled to request a cash distribution as follows:

1. Miscellaneous Employees:

    a. Employees hired on or before December 31, 1989: Up to eighty (80) hours and shall be paid the first payroll period in the following May.

    b. Employees hired on or after January 1, 1990: Up to forty (40) hours and shall be paid the first payroll period in the following May.

2. Sworn Employees: Up to one hundred (100) hours and shall be paid the first payroll period in the following May.

C. Upon separation of employment, Employees shall be entitled to a cashout of all unused vacation, which shall be paid at the employee's FLSA hourly rate of pay on the date of his/her separation.

SECTION 3 SICK LEAVE

A. Entitlement

Employees shall earn one hundred twenty (120) hours of sick leave per year prorated by pay period (4.62 hours/pay period). Accrued but unused sick leave may be carried over from year to year with no cap on the number of hours an Employee may accrue. The use of sick leave is to provide the Employee paid time off when he/she is sick or injured; however, the Employee may also use sick leave to attend dental or medical appointments for him-/herself and/or his/her dependents, for purposes permitted under the FMLA/CFRA/PDL, and for any other purpose authorized under the terms of these Terms and Conditions of Employment.

B. Sick Leave Program

1. Illness or Injury Leave Notification and Verification Procedure: In the event of an absence due to illness or injury, employees must notify the City Manager prior to or at the beginning of their shift starting time. Employees who are incapacitated must notify the City Manager at the earliest possible time and may have a spouse or other person contact the City Manager within the time limit specified above.

2. Employees who become ill or injured while working on the job must request approval from the City Manager to leave work. Those employees injured on the job must file a "First Report of Injury" form and receive authorization for medical treatment from the City Manager.

The notification to the City Manager must include a reason for the absence that is in accordance with current law and an estimated return date. This information will be logged for future reference.

3. Failure to notify the City Manager will result in the forfeiture of the sick leave for the period of absence and may result in disciplinary action.

4. All absences not due to illness or injury must be requested as noted in the appropriate leave sections.

5. Verification - In the event that employees have, in the City Manager's sole opinion, an absenteeism problem, an excessive use of sick leave, or have a suspicious absence of three days or longer or group of absences, the City Manager may attempt to verify the absence or proper use of sick leave by any of the following:

    a. Telephoning the employee at home (or appropriate location).
    b. Visiting employee at home.
    c. A sub-rosa investigation.
    d. A medical evaluation at the City's expense, or
    e. A medical evaluation at the employee's expense (A licensed physician must complete the medical evaluation that must include the reason for the absence and permission to return to work.

6. Where an excessive absenteeism pattern has been established without clear justification for said leave, the City Manager may schedule a counseling session to determine the reasons or justification for the excessive use. The Personnel Officer shall conduct the counseling session and other attendees of the session shall include the employee, a representative chosen by the employee, if any, and the department representatives. This session shall be documented by a written summary of the abuse problems and discussion. The Personnel Officer shall issue the summary and a copy distributed to attendees of the session and to the affected employee's Personnel file. The purpose of the counseling session is to improve the employee's attendance and/or warn the employee about the consequences of continued abuse. If there is a specific abuse that warrants discipline, or if the above counseling session does not correct abuses, then action will be taken to correct the abuse problem through the discipline process.

C. Sick Leave Advances

The City will not provide advances in sick leave when an employee has depleted his/her sick leave balances.

D. Sick Leave Payoff

1. Sick leave accrual shall remain unlimited. An Employee hired on or before December 31, 1992, shall be cashed out at the hourly rate, as defined below, of pay of the Employee then existing on the date of his/her retirement from

employment. For employees hired on or after January 1, 1993, and on or before December 31, 2002, the sick leave "payoff" shall be limited to 600 hours at the hourly rate, as defined below, of pay of the Employee then existing on the date of his/her retirement from employment. For employees hired on or after January 1, 2003, and on or before December 31, 2021, the sick leave "payoff" shall be limited to 450 hours at the hourly rate, as defined below, of pay of the Employee then existing on the date of his/her retirement from employment. Employees hired on or after July 1, 2022, shall not be entitled to sick leave cash-out option upon separation. Sick leave will remain available for conversion for all Employees upon retirement to CalPERS service credit as then allowed by the City's CalPERS contract. Employees whose separation is for any reason other than retirement, termination without cause, or layoff shall not be entitled to any sick leave cash out.

In order for an employee to qualify for this Sick Leave Payoff provision, the employee must have at least 15 years of continuous service to the City of South Gate and retire from both the City and from CalPERS.

The calculation of the hourly rate a retired employee shall receive under this payoff provision shall be as follows:

15 - 19 years of service - 50% of FLSA hourly rate.

20 – 24 years of service - 75% of FLSA hourly rate.

25 years or more of service - 100% of FLSA hourly rate.

For an employee with 25 or more years of service to the City and within three years of a declared retirement, he/she may enter in a two phase payout agreement, wherein the employee shall be paid 50% of his/her total accrued sick leave upon entering into a payout agreement. One year following the first payment of the agreement or on the date of the employee's retirement, whichever comes first, the employee's remaining balance of total accrued sick leave shall be paid. The payout amount shall be determined as the employee's hourly base rate at the time the payment is made.

For example, if an employee were to enter into an agreement under the terms of this provision on October 1, 2025, with 300 hours of sick leave, the first payment of 150 hours will be paid on the employee's next paycheck. The remaining balance of the employee's sick leave shall then either be paid out on the paycheck following October 1, 2026, or as part of the payment of accrued leave upon retirement, whichever occurs first.

Upon entering into the agreement, the employee may request that all or a portion of the payment be to his/her deferred compensation account up to the amount permitted by IRS regulations.

An employee who remains employed with the City beyond the date initially

anticipated in the Agreement, shall have his/her total accrued sick leave cashed out in the last pay period of each fiscal year with the exception of 80 hours, which shall remain as available sick leave until such time the employee retires.

Employees interested in this arrangement shall contact the Human Resources Department to prepare an agreement, which shall be signed by the employee and the City Manager. This payoff agreement may be executed at any time during the 2025/26 Fiscal Year.

SECTION 4 JURY DUTY

Employees who are called for Jury Duty shall be entitled to full salary while serving on a jury. Employees are obligated to provide the City with proof of service each pay period. Failure to provide proof of jury service will result in the Employee using his/her own accrued leave in the following order until extinguished: vacation leave, administrative leave, and personal/emergency leave.

SECTION 5 LEAVE WITHOUT PAY

A leave of absence without pay, up to ninety (90) calendar days in any calendar year, may be granted upon the approval of the City Manager. In the case of a bona fide illness or injury, a medical leave may be granted up to a maximum of one (1) year upon the approval of the City Manager. In the event that an employee has no eligible leave to cover an absence from work, authorized or unauthorized, the City Manager may approve the short term leave with due consideration of the employee's work record (with possible counseling or discipline considerations). All applications for leaves of absence without pay shall be submitted to the City Manager on a Personnel Transaction Form. The City shall have sole discretion whether to grant a leave of absence without pay and the City's decision is not subject to grievance and/or appeal.

A. Catastrophic Illness/Injury

If an employee is diagnosed by a qualified Doctor of Medicine to have a catastrophic illness (in a state of total disability from cancer, heart attack, AIDS, etc.) or has a catastrophic injury (an injury that totally disables an employee for an extended period of time), the employee may be entitled to extended health benefit coverage (Medical, Dental, & Life ins.) provided by the City (in the same fashion normally provided to the employee). This benefit requires the approval of the City Manager, and is applicable when the employee's leave benefits are exhausted, under the following formula:

Years of Full-Time City Employment	Months of Continued Coverage
After (2) years	3 months
After 4) years	6 months
After (7) years	9 months
After (10) years	12 months

SECTION 6 MATERNITY LEAVE

The application of the maternity leave policy is subject to applicable State and Federal laws. The employee may use accrued paid or unpaid leave as appropriate.

SECTION 7 FAMILY MEDICAL LEAVE ACT /CALIFORNIA FAMILY RIGHTS ACT

Pursuant to State & Federal law, the City will provide family and medical care leave to eligible employees. The following provisions set forth employees' rights and obligations with respect to sick leave. Rights and obligations that are not specifically set forth below are set in the Department of Labor regulations implementing the Federal Family and Medical Leave Act of 1993 (FMLA), and the regulations of the California Fair Employment and Housing Commission implementing the California Family Rights Act (CFRA). Unless otherwise provided by this section, "Leave" under this provision shall mean leave pursuant to the FMLA and CFRA.

A. Amount of Leave - Eligible employees are entitled to a total of 480 hours of leave during any 12-month period. An employee's entitlement to leave for the birth or placement of a child for adoption or foster care expires 12 months after the birth or placement. The 12-month period for calculating leave entitlement will be a "rolling period" measured backward from the date leave is taken and continues with each additional leave day taken. Thus, whenever an employee requests leave, the City will look back over the previous 12-month period to determine how much leave has been used in determining how much leave a member is entitled to.

B. Use of Accrued Leaves While on Leave - If a member requests leave for any reasons permitted under the law, that person must exhaust all accrued leaves in connection with the leave. The exhaustion of accrued leave will run concurrently with the leave.

SECTION 8 BEREAVEMENT

Employees shall be allowed time off for the death of an immediate family member, which may be taken any time within ninety (90) days of the family member's passing. This time may be taken non-consecutively at the discretion of the employee. The term "immediate family" is defined as the spouse, domestic partner, child, parent, sibling, grandparent, grandchild, or parent-in-law of the employee or other person as approved by the City Manager or his/her designee.

Upon providing documentation of the death of an immediate family member, the employee shall be entitled to forty (40) hours of bereavement leave, not chargeable to any other leave. If an employee does not provide documentation of death, the employee's time off shall be chargeable first as sick leave and then to any other remaining, accrued leave balance. If the employee uses the bereavement leave consecutively and wishes to extend that leave to another forty (40) hours, he/she may take such additional consecutive leave chargeable as sick leave.

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Documentation of death must be provided within 30 days of the first day of the employee's bereavement leave. Such documentation includes, but is not limited to, a death certificate, obituary, or written verification of death, burial, or memorial service from a mortuary, funeral home, burial society, crematorium, religious institution, or government agency. The City shall keep this documentation confidential and shall not disclose it except as necessary to internal personnel or counsel, or if required by law. Failure to provide documentation will result in any time off to be charged against the employee's sick leave and then to any other remaining, accrued leave balance.

SECTION 9 JOB RELATED INJURY OR ILLNESS

In the event of an absence due to a job-related injury or illness, any employee who is entitled to disability payments under Workers' Compensation laws shall receive from the City the difference between such disability payments and his/her full salary for the period of absence up to a maximum of four hundred eighty (480) hours for any one injury or illness. This period of four hundred eighty (480) hours shall not be deducted from accumulated sick leave. However, any relapse at a later date shall not be compensable under this provision, although the same may be chargeable against accumulated, unused sick leave, if any.

SECTION 10 MILITARY LEAVE

Military leave is restricted to normally required active duty and does not apply to such matters as weekend drills, etc. Leaves of absence for active military training, service, or other active duty obligations shall be granted in accordance with California and Federal law. Applicable laws shall govern compensation, reemployment, seniority and other rights and privileges. In order to verify the right to such leave, the employee shall cause a copy of his/her orders to and from military duty to be filed with the City's Personnel Officer. Military Leave is recorded on the employee's time sheet and approved by the City Manager. Employees are entitled to receive a maximum of eighty (80) hours of paid leave per fiscal year for annual military training. Employees are entitled to receive up to an additional thirty (30) days (300 hours) of paid military leave if they are called to active duty (other than annual training) in the National Guard or one of the branches of the U.S. Military.

SECTION 11 ADMINISTRATIVE LEAVE

A. Employees will be provided Administrative Leave as follows:

1. Employees hired on or before December 31, 1989, or appointed to an Executive Management position on or before December 31, 2014: Employees hired on or before December 31, 1989, or appointed to an Executive Management position on or before December 31, 2014, shall receive one-hundred and twenty (120) hours per year of Administrative Leave, which shall be accrued at a rate of 4.62 hours/pay period. Employees may carry over unused Administrative Leave to the following fiscal year(s) without any cap on the maximum amount an Employee may accrue.

2. Employees hired on or after January 1, 1990, and before December 31, 1992, and appointed to an Executive Management position on or after January 1, 2015: Employees hired on or after January 1, 1990, and before December 31, 1992, and appointed to an Executive Management position on or after January 1, 2015, shall receive one-hundred (100) hours per year of Administrative Leave, which shall be accrued at a rate of 3.85 hours/pay period. Employees may carry over unused Administrative Leave to the following fiscal year(s) without any cap on the maximum amount an Employee may accrue.

3. Employees hired on or after January 1, 1993, and appointed to an Executive Management position on or after January 1, 2015: Employees hired on or after January 1, 1993, and appointed to an Executive Management position on or after January 1, 2015, shall receive one hundred (100) hours per year of Administrative Leave, which shall be accrued at a rate of 3.85 hours/pay period. Employees may carry over unused Administrative Leave to the following fiscal year, but at no time shall an employee maintain a balance of Administrative Leave greater than two hundred (200) hours. No administrative leave shall accrue beyond the established two hundred (200) limit until the leave balance falls below that limit.

B. By no later than December 15 of any calendar year, an employee wishing to convert a portion of his/her accumulated leave to cash out shall notify the Personnel Officer in writing on a form to be supplied by the City of his/her cash out request, including the amount to be cashed out and acknowledging that the request is irrevocable. Said employee shall be entitled to request a cash distribution and shall be paid the first payroll period the following May based on the following criteria:

1. For employees hired on or before December 31, 1992, or appointed to an Executive Management position on or before December 31, 2014: The employee shall be able to request a cash distribution of up to eighty (80) hours of accrued leave at the hourly rate of base pay then existing.

2. For employees hired on or after January 1, 1993, and appointed to an Executive Management position on or after January 1, 2015: The employee shall be able to request a cash distribution of up to forty (40) hours of accrued leave at the hourly rate of base pay then existing.

C. Upon separation from the City, an employee is eligible for a cash out of all Administrative Leave at the Employee's hourly rate of pay existing on the date of his/her separation.

D. Pre-Retirement Cash-Out

For an employee hired on or before December 31, 2014 and who is within three or less years of his/her normal CalPERS retirement age (e.g., 50, 55, 57, or 62), he/she may enter into an irrevocable three-year payout agreement, wherein the employee shall be paid 33% of his/her total accrued administrative leave in the last pay period

of the fiscal year in which the agreement was entered. One year following the first payment of the agreement, in the last pay period of the following fiscal year, the Employee shall be paid 50% of his/her remaining total accrued sick leave balance. Two years following the first payment of the agreement and one year following the second payment of the agreement, in the last pay period of the following fiscal year or on the date of the employee's retirement, whichever comes first, the employee's remaining balance of total accrued sick leave shall be paid. The payout amount shall be determined as the employee's hourly base rate at the time the payment is made. Once these Terms and Conditions of Employment are entered and the Employee separates for any reason other than for termination with cause, he/she shall be paid the remaining balance of his/her accrued administrative leave at his/her FLSA hourly rate of pay then existing on the date of his/her separation from the City.

For example, if an employee were to enter into an agreement under the terms of this provision in May 2024 with 900 hours of administrative leave, the first payment of 300 hours will be paid at in the last pay period in June of fiscal year 23/24. During the last pay period of June 2025, half of the remaining 600 hours shall be paid out. If the employee were to then retire on November 30, 2025, the remaining 300 hours shall be paid out.

Upon entering into the agreement, the employee may request that all or a portion of the payment be to his/her deferred compensation account up to the amount permitted by IRS regulations.

An employee who remains employed with the City beyond the date initially anticipated in the agreement, shall have his/her total accrued administrative leave cashed out in the last pay period of each fiscal year.

Employees interested in this arrangement shall contact the Human Resources Department to prepare an agreement, which shall be signed by the employee and the City Manager. This payoff agreement may be executed at any time during the 2023/24 Fiscal Year.

SECTION 12 PERSONAL BUSINESS LEAVE

An Employee may use up to 50 hours in any calendar year as "Personal Business Leave," which shall be taken out of the Employee's accrued sick leave bank for any reason.

ARTICLE V
IMPLEMENTATION OF TERMS AND CONDITIONS

SECTION 1 MODIFICATIONS

Any modification to these Terms and Conditions of Employment must be in writing and approved by the City Council in order for it to be effective.

SECTION 2 EFFECT OF WAIVER

The failure of any party to these Terms and Conditions of Employment to insist on strict compliance with any of the terms, covenants or conditions shall not be deemed a waiver of that term, covenant or condition. Nor shall any waiver or relinquishment of any right or power at one time or times be deemed a waiver or relinquishment of that right or power for all or any other times.

SECTION 3 ENTIRETY

Each Executive is on notice that no representations, inducements, promises, agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreements, statements or promises not contained or referenced in these Terms and Conditions of Employment shall be valid or binding on either party.

Item No. 7

City of South Gate

CITY COUNCIL

Office of the
South Gate City Clerk
NOV 18 2025
FILED
12:30pm

AGENDA BILL

For the Regular Meeting of: **November 25, 2025**
Originating Department: **Human Resources**

Department Director: *Jon Hamilton* ***City Manager:*** *Rob Houston*

SUBJECT: RESOLUTION DIRECTING STAFF TO AMEND THE CITY'S CONSOLIDATED PAY SCHEDULE TO UPDATE CERTAIN HOURLY POSITION WAGES TO CONFORM TO THE CALIFORNIA MINIMUM WAGE LAW EFFECTIVE JANUARY 1, 2026

PURPOSE: To direct staff to amend the City's consolidated pay schedule to update certain hourly position wages to comply with State minimum wage law.

RECOMMENDED ACTION: The City Council will consider adopting a Resolution directing staff to amend the City's consolidated pay schedule to update the hourly pay rates for certain hourly positions to conform to California's minimum wage law effective January 1, 2026.

FISCAL IMPACT: There is no fiscal impact. The hourly rate changes were approved and included in the Fiscal Year 2024/25 budget.

BACKGROUND: On April 4, 2016, former California Governor Jerry Brown signed Senate Bill No. 3, which increased California's minimum wage each year from $10.00 per hour to $15.00 per hour by January 1, 2022. Effective January 1, 2024, California law mandated that the minimum wage increase to $16.00 per hour, and again on January 1, 2025, the minimum wage increased again to $16.50 per hour. Effective January 1, 2026, the California minimum wage will increase to $16.90 per hour, or a $0.40/hour increase. Ordinarily, the City relies on the prevailing labor market to determine whether a particular position is paid fairly; oftentimes, the City is more generous than the labor market average.

Currently, the City has three positions that are paid at the state-mandated minimum wage of $16.00 per hour: Intern, Recreation Leader I, and Student Worker. In order to ensure the City remains in compliance with state law, approval is requested to increase the hourly wages for Intern, Recreation Leader I, and Student Worker from $16.50 per hour to $16.90 per hour effective January 1, 2026. As a result of the required increase to Recreation Leader I, there is an effect to the three positions above it, which must be remedied by making some adjustments to eliminate compaction issues between Recreation Leader I, Recreation Leader II, Recreation Leader III, and Recreation Leader IV.

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Accordingly, in addition to increasing the hourly rate for Intern, Recreation Leader I, and Student Worker to $16.90, authorization is requested to adjust the hourly wages for Recreation Leader II, Recreation Leader III, and Recreation Leader IV as follows for all positions in Table A:

Table A

Classification	A	B	C	D	E
Intern	$16.90	$17.75	$18.63	$19.56	$20.54
Recreation Leader I	$16.90	$17.75	$18.63	$19.56	$20.54
Recreation Leader II	$18.63	$19.56	$20.54	$21.57	$22.64
Recreation Leader III	$20.54	$21.57	$22.64	$23.78	$24.97
Recreation Leader IV	$22.64	$23.77	$24.96	$26.21	$27.52
Recreation Leader II (Lifeguard)	$18.63	$19.56	$20.54	$21.57	$22.64
Recreation Leader III (Swim Instructor)	$20.54	$21.57	$22.64	$23.78	$24.97
Recreation Leader IV (Senior Lifeguard)	$22.64	$23.77	$24.96	$26.21	$27.52
Student Worker	$16.90	$17.75	$18.63	$19.56	$20.54
Note: The expressed values are hourly rates					

Accordingly, it is requested that City Council approve a resolution directing staff to update the City's consolidated pay schedule as outlined in Table A above with an effective date of January 1, 2026.

ATTACHMENTS: A. Proposed Resolution
B. Consolidated Salary Schedule

RESOLUTION NO. _____

CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH GATE DIRECTING STAFF TO AMEND THE CITY'S CONSOLIDATED PAY SCHEDULE UPDATE CERTAIN HOURLY POSITION WAGES TO CONFORM TO THE CALIFORNIA MINIMUM WAGE LAW EFFECTIVE JANUARY 1, 2026

WHEREAS, on April 4, 2016, then-California Governor Jerry Brown signed Senate Bill No. 3, which increases California's minimum wage yearly so that it will reach $15.00 per hour in 2022;

WHEREAS, currently, California's minimum wage is $16.50 per hour and state law will increase the minimum wage on January 1, 2026, to $16.90 per hour;

WHEREAS, as a result of the minimum wage increase, the City's hourly pay ranges for Intern, Recreation Leader I, and Student Worker will fall below the new hourly minimum wage and must be increased to comply with state law;

WHEREAS, to avoid compaction of hourly wages within the Recreation Leader hourly classifications, Recreation Leader II, Recreation Leader III, and Recreation Leader IV must also be increased;

WHEREAS, the City has several hourly positions that are part-time equivalent to certain full-time positions; and

WHEREAS, the City's practice has been to keep the part-time equivalent hourly positions paid the same hourly rate as their full-time counterparts.

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NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH GATE DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council hereby approves and adopts the hourly wage increases effective January 1, 2026, in order to comply with the State's minimum wage laws, and directs staff to amend the City's consolidated salary table as follows:

Classification	A	B	C	D	E
Intern	$16.90	$17.75	$18.63	$19.56	$20.54
Recreation Leader I	$16.90	$17.75	$18.63	$19.56	$20.54
Recreation Leader II	$18.63	$19.56	$20.54	$21.57	$22.64
Recreation Leader III	$20.54	$21.57	$22.64	$23.78	$24.97
Recreation Leader IV	$22.64	$23.77	$24.96	$26.21	$27.52
Recreation Leader II (Lifeguard)	$18.63	$19.56	$20.54	$21.57	$22.64
Recreation Leader III (Swim Instructor)	$20.54	$21.57	$22.64	$23.78	$24.97
Recreation Leader IV (Senior Lifeguard)	$22.64	$23.77	$24.96	$26.21	$27.52
Student Worker	$16.90	$17.75	$18.63	$19.56	$20.54
Note: The expressed values are hourly rates					

SECTION 2. The City Clerk shall certify to the adoption of this Resolution which shall be effective upon its adoption.

PASSED, APPROVED and **ADOPTED** this **25th** day of **November 2025**.

CITY OF SOUTH GATE:

By:_____
Maria Davila, Mayor

ATTEST:

By:_____
Yodit Glaze, City Clerk

(SEAL)

APPROVED AS TO FORM:

By:_____
Raul F. Salinas, City Attorney

Attachment B

Agenda Bill 11/25/25

Consolidated Salary Schedule
Full-Time Classifications (Monthly $*)
Effective 10-14-2025

Grade	Unit	FLSA	Position Title	Sub-step	Step A	Step B	Step C	Step D	Step E
614	PMMA	NE	ACCOUNTANT		7,188	7,547	7,925	8,321	8,737
661	DMA	E	ACCOUNTING & FINANCE MANAGER		10,351	10,869	11,412	11,983	12,582
601	PMMA	NE	ADMINISTRATIVE ASSISTANT		5,714	6,000	6,300	6,615	6,945
510	MEA	NE	ADMINISTRATIVE SERVICES CLERK		4,539	4,766	5,005	5,255	5,518
512	MEA	NE	AQUATICS COORDINATOR		4,641	4,873	5,117	5,373	5,642
570	MEA	E	AQUATICS SUPERVISOR		6,726	7,063	7,416	7,787	8,176
711	TOP	E	ASSISTANT CITY MANAGER/DIRECTOR OF PUBLIC WORKS		15,901	16,696	17,531	18,408	19,328
615	PMMA	NE	ASSISTANT ENGINEER		7,234	7,595	7,975	8,374	8,793
636	PMMA	NE	ASSISTANT PLANNER		6,405	6,725	7,062	7,415	7,786
622	PMMA	NE	ASSOCIATE ENGINEER		8,297	8,712	9,147	9,605	10,085
637	PMMA	NE	ASSOCIATE PLANNER		7,455	7,828	8,219	8,630	9,062
661	DMA	E	BUDGET & FINANCE MANAGER		10,351	10,869	11,412	11,983	12,582
610	PMMA	NE	BUDGET & PAYROLL ANALYST		6,817	7,158	7,516	7,892	8,286
551	MEA	NE	BUILDING INSPECTOR		6,409	6,729	7,065	7,419	7,790
650	DMA	E	BUILDING OFFICIAL		11,109	11,664	12,247	12,860	13,502
541	MEA	NE	BUSINESS LICENSE INSPECTOR		5,714	6,000	6,299	6,614	6,945
800	Elected	E	CITY CLERK		7,710	-	-	-	-
999	Elected	NE	CITY COUNCIL MEMBER		1,900	-	-	-	-
500	MEA	NE	CITY HALL RECEPTIONIST		3,818	4,008	4,209	4,419	4,640
701	TOP	E	CITY MANAGER		25,133	-	-	-	-
633	PMMA	E	CITY TRAFFIC ENGINEER		11,398	11,967	12,566	13,194	13,854
999	Elected	NE	CITY TREASURER		1,900	-	-	-	-
511	MEA	NE	CIVILIAN CUSTODY OFFICER		4,603	4,833	5,075	5,329	5,595
504	MEA	NE	CLERICAL ASSISTANT		4,199	4,408	4,629	4,860	5,103
504	MEA	NE	CLERK SERVICES ASSISTANT		4,199	4,408	4,629	4,860	5,103
526	MEA	NE	CLERK SERVICES COORDINATOR		5,181	5,440	5,712	5,998	6,298
541	MEA	NE	CODE ENFORCEMENT OFFICER		5,714	6,000	6,299	6,614	6,945
615	PMMA	E	CODE ENFORCEMENT SUPERVISOR		7,234	7,595	7,975	8,374	8,793
504	MEA	NE	COMMUNITY DEVELOPMENT TECHNICIAN I		4,199	4,408	4,629	4,860	5,103
518	MEA	NE	COMMUNITY DEVELOPMENT TECHNICIAN II		4,827	5,068	5,322	5,588	5,867
537	MEA	NE	COMMUNITY DEVELOPMENT TECHNICIAN III		5,562	5,841	6,133	6,439	6,761
610	PMMA	NE	COMMUNITY ENGAGEMENT MGT. ANALYST		6,817	7,158	7,516	7,892	8,286
511	MEA	NE	COMMUNITY SERVICES OFFICER		4,603	4,833	5,075	5,329	5,595
516	MEA	NE	COURT LIAISON OFFICER		4,758	4,996	5,245	5,508	5,783
612	PMMA	NE	CRIME ANALYST		6,900	7,245	7,607	7,988	8,387
513	MEA	NE	CRIME PREVENTION SPECIALIST		4,683	4,917	5,163	5,421	5,692
632	PMMA	NE	CRIME SCENE FORENSIC SPECIALIST		7,729	8,115	8,521	8,947	9,394
510	MEA	NE	CUSTOMER SERVICE REPRESENTATIVE		4,539	4,766	5,005	5,255	5,518
659	DMA	E	DEPUTY CITY ENGINEER		13,034	13,686	14,371	15,089	15,843
650	DMA	E	DEPUTY DIRECTOR OF FINANCE		11,109	11,664	12,247	12,860	13,502
650	DMA	E	DEPUTY DIRECTOR OF HUMAN RESOURCES		11,109	11,664	12,247	12,860	13,502
655	DMA	E	DEPUTY DIRECTOR OF PARKS & RECREATION		9,859	10,352	10,870	11,413	11,984
662	DMA	E	DEPUTY DIRECTOR OF PUBLIC WORKS-FIELD OPERATIONS		13,034	13,686	14,371	15,089	15,843
704	EXEC	E	DIRECTOR OF ADMINISTRATIVE SERVICES		15,901	16,696	17,531	18,408	19,328
703	EXEC	E	DIRECTOR OF COMMUNITY DEVELOPMENT		16,182	16,992	17,841	18,733	19,670
705	EXEC	E	DIRECTOR OF HUMAN RESOURCES		15,671	16,455	17,277	18,141	19,048
706	EXEC	E	DIRECTOR OF PARKS & RECREATION		13,859	14,552	15,279	16,043	16,845
710	EXEC	E	DIRECTOR OF PUBLIC WORKS/CITY ENGINEER		15,901	16,696	17,531	18,408	19,328
629	PMMA	E	ELECTRIC & GEN MAINT SUPERINTENDENT		9,858	10,351	10,868	11,412	11,982
565	MEA	NE	ELECTRICAL SUPERVISOR		7,762	8,150	8,557	8,985	9,434
520	MEA	NE	ELECTRICIAN I		5,011	5,262	5,525	5,801	6,091
540	MEA	NE	ELECTRICIAN II		5,691	5,976	6,274	6,588	6,918
550	MEA	NE	ENGINEERING TECHNICIAN		6,352	6,670	7,003	7,353	7,721
533	MEA	NE	EQUIPMENT MECHANIC		5,390	5,659	5,942	6,239	6,551
535	MEA	NE	EQUIPMENT OPERATOR		5,531	5,808	6,098	6,403	6,723
554	MEA	NE	EQUIPMENT SUPERVISOR		6,912	7,258	7,621	8,002	8,402
851	PMMA	NE	EXECUTIVE ASSISTANT		7,015	7,365	7,734	8,120	8,526
851	PMMA	NE	EXECUTIVE ASSISTANT TO CITY ATTORNEY		7,015	7,365	7,734	8,120	8,526
851	PMMA	NE	EXECUTIVE ASSISTANT TO CITY MANAGER		7,015	7,365	7,734	8,120	8,526

Consolidated Salary Schedule

Grade	Unit	FLSA	Position Title	Sub-step	Step A	Step B	Step C	Step D	Step E
851	PMMA	NE	EXECUTIVE ASSISTANT TO POLICE CHIEF		7,015	7,365	7,734	8,120	8,526
545	MEA	NE	FACILITIES MAINTENANCE LEAD TECHNICIAN		5,971	6,270	6,583	6,912	7,258
542	MEA	NE	FACILITIES MAINTENANCE SPECIALIST		5,838	6,130	6,437	6,758	7,096
506	MEA	NE	FACILITIES MAINTENANCE TECHNICIAN I		4,314	4,530	4,756	4,994	5,244
516	MEA	NE	FACILITIES MAINTENANCE TECHNICIAN II		4,758	4,996	5,245	5,508	5,783
632	PMMA	NE	FAMILY VIOLENCE PROGRAM COORDINATOR		7,729	8,115	8,521	8,947	9,394
629	PMMA	E	FLEET & GENERAL SERVICES MAINTENANCE SUPERINTENDENT		9,858	10,351	10,868	11,412	11,982
555	MEA	NE	GENERAL MAINTENANCE FOREMAN		6,996	7,346	7,713	8,099	8,504
545	MEA	NE	GRAFFITI LEAD WORKER		5,971	6,270	6,583	6,912	7,258
502	MEA	NE	GRAFFITI REMOVAL WORKER		4,101	4,307	4,522	4,748	4,985
555	MEA	NE	GROUNDS MAINTENANCE SUPERVISOR		6,996	7,346	7,713	8,099	8,504
506	MEA	NE	GROUNDS MAINTENANCE WORKER		4,314	4,530	4,756	4,994	5,244
518	MEA	NE	HOUSING ASSISTANT		4,827	5,068	5,322	5,588	5,867
541	MEA	NE	HOUSING INSPECTOR		5,714	6,000	6,299	6,614	6,945
663	DMA	E	HOUSING MANAGER		10,351	10,869	11,412	11,983	12,582
539	MEA	NE	HOUSING SPECIALIST		5,659	5,942	6,239	6,551	6,878
610	PMMA	NE	HUMAN RESOURCES ANALYST		6,817	7,158	7,516	7,892	8,286
541	MEA	NE	HUMAN RESOURCES TECHNICIAN		5,714	6,000	6,299	6,614	6,945
625	PMMA	NE	INFORMATION SYSTEMS ADMINISTRATOR		8,443	8,865	9,308	9,773	10,262
610	PMMA	NE	INFORMATION SYSTEMS ANALYST		6,817	7,158	7,516	7,892	8,286
511	MEA	NE	INFORMATION SYSTEMS TECHNICIAN		4,603	4,833	5,075	5,329	5,595
641	PMMA	NE	INSPECTION/PERMITS SUPERVISOR		7,762	8,150	8,557	8,985	9,434
510	MEA	NE	INTERMEDIATE ACCOUNT CLERK - Acct		4,539	4,766	5,005	5,255	5,518
510	MEA	NE	INTERMEDIATE ACCOUNT CLERK - POLICE		4,539	4,766	5,005	5,255	5,518
505	MEA	NE	INTERMEDIATE TYPIST CLERK (PARKS)		4,300	4,515	4,740	4,977	5,226
553	MEA	NE	JOURNEY ELECTRICIAN		6,762	7,100	7,455	7,828	8,219
556	MEA	NE	LEAD ELECTRICIAN		7,208	7,569	7,947	8,344	8,762
610	PMMA	NE	MANAGEMENT ANALYST		6,817	7,158	7,516	7,892	8,286
601	PMMA	NE	MANAGEMENT ASSISTANT		5,714	6,000	6,300	6,615	6,945
616	PMMA	E	MARKETING & COMMUNITY ENGAGEMENT MANAGER		7,328	7,695	8,079	8,483	8,908
505	MEA	NE	OFFICE ASSISTANT-GENERAL		4,300	4,515	4,740	4,977	5,226
505	MEA	NE	OFFICE ASSISTANT-HR		4,300	4,515	4,740	4,977	5,226
505	MEA	NE	OFFICE ASSISTANT-POLICE		4,300	4,515	4,740	4,977	5,226
522	MEA	NE	PARK FACILITIES MAINTENANCE LEAD		5,087	5,341	5,609	5,889	6,183
555	MEA	NE	PARK FACILITIES MAINTENANCE SUPERVISOR		6,996	7,346	7,713	8,099	8,504
506	MEA	NE	PARK FACILITIES MAINTENANCE WORKER		4,314	4,530	4,756	4,994	5,244
519	MEA	NE	PARKS EQUIPMENT MECHANIC		4,950	5,197	5,457	5,730	6,017
656	DMA	E	PARKS SUPERINTENDENT		9,437	9,909	10,405	10,925	11,471
523	MEA	NE	PAYROLL TECHNICIAN		5,091	5,345	5,613	5,893	6,188
660	DMA	E	PLANNING MANAGER		10,822	11,363	11,931	12,528	13,154
610	PMMA	NE	POLICE ADMINISTRATIVE ANALYST		6,817	7,158	7,516	7,892	8,286
36	PMA	E	POLICE CAPTAIN		17,805	-	-	-	-
37	PMA	E	POLICE CAPTAIN-IN-CHARGE		18,105	-	-	-	-
702	EXEC	E	POLICE CHIEF		18,687	19,621	20,602	21,632	22,714
524	MEA	NE	POLICE DISPATCHER		5,351	5,619	5,900	6,195	6,504
35	PMA	E	POLICE LIEUTENANT		15,898	-	-	-	-
28	POA	NE	POLICE OFFICER	7,526	7,902	8,297	8,712	9,148	9,605
517	MEA	NE	POLICE PROPERTY SPECIALIST		4,800	5,040	5,292	5,557	5,834
617	PMMA	E	POLICE RECORDS MANAGER		7,737	8,124	8,530	8,956	9,404
508	MEA	NE	POLICE RECORDS SPECIALIST		4,465	4,688	4,922	5,168	5,427
531	MEA	NE	POLICE RECRUIT		5,332	5,599	5,879	6,173	6,481
31	PMA	NE	POLICE SERGEANT		13,705	-	-	-	-
642	PMMA	E	PRINCIPAL ACCOUNTANT		8,468	8,891	9,336	9,803	10,293
634	PMMA	E	PRINCIPAL CIVIL ENGINEER		11,723	12,309	12,924	13,571	14,249
639	PMMA	NE	PUBLIC WORKS MAINTENANCE COORDINATOR		6,167	6,476	6,799	7,139	7,496
619	PMMA	NE	PUBLIC WORKS SENIOR MANAGEMENT ANALYST		7,887	8,281	8,696	9,130	9,587
527	MEA	NE	PURCHASING CLERK		5,196	5,456	5,729	6,015	6,316
613	PMMA	NE	PURCHASING SUPERVISOR		7,116	7,471	7,845	8,237	8,649
541	MEA	NE	RECORDS MANAGEMENT TECHNICIAN - POLICE		5,714	6,000	6,299	6,614	6,945
512	MEA	NE	RECREATION COORDINATOR		4,641	4,873	5,117	5,373	5,642
619	PMMA	E	RECREATION MANAGER		7,887	8,281	8,696	9,130	9,587
512	MEA	NE	RECREATION MARKETING COORDINATOR		4,641	4,873	5,117	5,373	5,642
629	PMMA	E	REVENUE MANAGER		9,858	10,351	10,868	11,412	11,982

Consolidated Salary Schedule

Grade	Unit	FLSA	Position Title	Sub-step	Step A	Step B	Step C	Step D	Step E
517	MEA	NE	RISK MANAGEMENT OFFICE SPECIALIST		4,800	5,040	5,292	5,557	5,834
657	DMA	E	RISK MANAGER		11,523	12,099	12,704	13,339	14,006
521	MEA	NE	SECRETARY		5,079	5,333	5,599	5,879	6,173
621	PMMA	E	SENIOR ACCOUNTANT		8,120	8,526	8,952	9,400	9,870
619	PMMA	NE	SENIOR ADMINISTRATIVE ANALYST		7,887	8,281	8,696	9,130	9,587
567	MEA	NE	SENIOR BUILDING INSPECTOR		7,049	7,402	7,772	8,160	8,568
631	PMMA	E	SENIOR CIVIL ENGINEER		10,855	11,398	11,967	12,566	13,194
541	MEA	NE	SENIOR CLERK SERVICES COORDINATOR		5,714	6,000	6,299	6,614	6,945
559	MEA	NE	SENIOR CODE ENFORCEMENT OFFICER		6,294	6,608	6,939	7,286	7,650
544	MEA	NE	SENIOR COMMUNITY DEVELOPMENT TECHNICIAN		5,956	6,254	6,566	6,895	7,239
520	MEA	NE	SENIOR CUSTOMER SERVICE REPRESENTATIVE		5,011	5,262	5,525	5,801	6,091
623	PMMA	E	SENIOR ECONOMIC DEVELOPMENT SPECIALIST		8,359	8,777	9,216	9,676	10,160
628	PMMA	E	SENIOR ENGINEER		10,009	10,510	11,035	11,587	12,166
546	MEA	NE	SENIOR EQUIPMENT MECHANIC		6,047	6,350	6,667	7,000	7,350
626	PMMA	E	SENIOR FINANCIAL ANALYST		8,722	9,158	9,616	10,097	10,602
522	MEA	NE	SENIOR GROUNDS MAINTENANCE WORKER		5,087	5,341	5,609	5,889	6,183
568	MEA	NE	SENIOR HOUSING SPECIALIST		6,225	6,536	6,863	7,206	7,566
546	MEA	NE	SENIOR PARK EQUIPMENT MECHANIC		6,047	6,350	6,667	7,000	7,350
638	PMMA	E	SENIOR PLANNER		8,709	9,144	9,601	10,081	10,585
534	MEA	NE	SENIOR SECRETARY		5,442	5,714	6,000	6,300	6,615
509	MEA	NE	SENIOR TYPIST CLERK		4,494	4,719	4,955	5,203	5,463
520	MEA	NE	SEWER MAINTENANCE WORKER I		5,011	5,262	5,525	5,801	6,091
547	MEA	NE	SEWER MAINTENANCE WORKER II		5,471	5,745	6,032	6,334	6,650
640	PMMA	NE	SPECIAL PROJECTS COORDINATOR		6,225	6,536	6,863	7,206	7,566
629	PMMA	E	STREET & SEWER SUPERINTENDENT		9,858	10,351	10,868	11,412	11,982
554	MEA	NE	STREET FOREMAN		6,912	7,258	7,621	8,002	8,402
545	MEA	NE	STREET LEAD WORKER		5,971	6,270	6,583	6,912	7,258
516	MEA	NE	STREET MAINTENANCE WORKER		4,758	4,996	5,245	5,508	5,783
624	PMMA	NE	TECHNICAL SERVICES MANAGER		8,443	8,865	9,308	9,773	10,262
635	PMMA	E	TRAINING MANAGER		8,284	8,698	9,133	9,589	10,069
654	DMA	E	TRANSPORTATION & CIP ENGINEERING DIVISION MANAGER		12,309	12,925	13,571	14,250	14,962
619	PMMA	E	TRANSPORTATION PLANNING MANAGER		7,887	8,281	8,696	9,130	9,587
500	MEA	NE	TYPIST CLERK		3,818	4,008	4,209	4,419	4,640
569	MEA	NE	WATER CUSTOMER SERVICE SUPERVISOR		7,836	8,228	8,639	9,071	9,525
515	MEA	NE	WATER DISTRIBUTION OPERATOR I		4,728	4,964	5,213	5,473	5,747
532	MEA	NE	WATER DISTRIBUTION OPERATOR II		5,386	5,655	5,938	6,235	6,547
543	MEA	NE	WATER DISTRIBUTION OPERATOR III		5,846	6,138	6,445	6,767	7,106
569	MEA	NE	WATER DISTRIBUTION SUPERVISOR		7,836	8,228	8,639	9,071	9,525
630	PMMA	E	WATER DIVISION MANAGER		11,054	11,607	12,187	12,797	13,436
552	MEA	NE	WATER LEAD WORKER		6,445	6,768	7,106	7,461	7,834
507	MEA	NE	WATER METER READER I		4,456	4,679	4,913	5,158	5,416
514	MEA	NE	WATER METER READER II		4,703	4,938	5,185	5,445	5,717
569	MEA	NE	WATER OPERATIONS SUPERVISOR		7,836	8,228	8,639	9,071	9,525
525	MEA	NE	WATER PUMP OPERATOR I		5,143	5,400	5,670	5,954	6,252
548	MEA	NE	WATER PUMP OPERATOR II		6,147	6,455	6,778	7,116	7,472
558	MEA	NE	WATER QUALITY & SYSTEM LEAD OPERATOR		6,768	7,106	7,461	7,834	8,226
654	DMA	E	WATER RESOURCES & DEVELOP. ENGINEERING DIV. MGR.		12,309	12,925	13,571	14,250	14,962
520	MEA	NE	WATER SERVICE REPRESENTATIVE I		5,011	5,262	5,525	5,801	6,091
538	MEA	NE	WATER SERVICE REPRESENTATIVE II		5,607	5,888	6,182	6,491	6,816

Consolidated Salary Schedule
Consolidated Salary Schedule
Unclassified Hourly Classifications (Hourly $)
Effective 01-01-2026

Grade	Unit	FLSA	Hourly Position	Step A	Step B	Step C	Step D	Step E
900	Hrly	NE	Administrative Aide	$24.37	$25.59	$26.87	$28.21	$29.62
901	Hrly	NE	Business License Inspector	$32.96	$34.61	$36.34	$38.16	$40.06
922	Hrly	NE	City Hall Receptionist	$22.02	$23.12	$24.28	$25.49	$26.77
902	Hrly	NE	Clerical Assistant I	$20.22	$21.23	$22.29	$23.41	$24.58
903	Hrly	NE	Clerical Assistant II	$21.89	$22.98	$24.13	$25.34	$26.61
904	Hrly	NE	Clerical Assistant III	$24.93	$26.18	$27.49	$28.86	$30.30
923	Hrly	NE	Code Enforcement Officer	$32.96	$34.61	$36.34	$38.16	$40.06
905	Hrly	NE	Community Development Intern	$25.51	$26.79	$28.12	$29.53	$31.01
924	Hrly	NE	Community Development Technician II	$27.84	$29.23	$30.69	$32.23	$33.84
925	Hrly	NE	Community Services Officer	$26.55	$27.88	$29.27	$30.73	$32.27
925	Hrly	NE	Community Services Officer/Park Ranger	$26.55	$27.88	$29.27	$30.73	$32.27
906	Hrly	NE	Computer Information Systems (CIS) Aide	$24.19	$25.40	$26.67	$28.00	$29.40
907	Hrly	NE	Computer Information Systems (CIS) Aide - Police	$24.19	$25.40	$26.67	$28.00	$29.40
908	Hrly	NE	Court Officer	$25.59	$26.87	$28.21	$29.62	$31.10
940	Hrly	NE	Crime Scene Forensic Specialist	$44.58	$46.81	$49.16	$51.61	$54.19
926	Hrly	NE	Customer Service Representative	$26.19	$27.50	$28.87	$30.32	$31.83
927	Hrly	NE	Electrician I	$28.91	$30.36	$31.87	$33.47	$35.14
928	Hrly	NE	Electrician II	$32.83	$34.47	$36.20	$38.00	$39.91
909	Hrly	NE	Engineering Aide	$25.51	$26.79	$28.12	$29.53	$31.01
929	Hrly	NE	Equipment Mechanic	$31.09	$32.64	$34.28	$35.99	$37.79
910	Hrly	NE	Family Violence Prevention Specialist	$34.68	$36.41	$38.23	$40.15	$42.15
930	Hrly	NE	Grounds Maintenance Worker	$24.89	$26.13	$27.44	$28.81	$30.25
931	Hrly	NE	Housing Specialist	$32.65	$34.28	$36.00	$37.80	$39.69
944	Hrly	NE	Information Systems Technician	$26.56	$27.89	$29.28	$30.75	$32.28
932	Hrly	NE	Intermediate Account Clerk	$26.19	$27.50	$28.87	$30.32	$31.83
933	Hrly	NE	Intermediate Typist Clerk/Office Assistant	$24.80	$26.04	$27.34	$28.71	$30.14
911	Hrly	NE	Intern	$16.90	$17.75	$18.63	$19.56	$20.54
912	Hrly	NE	Maintenance Helper	$21.89	$22.98	$24.13	$25.34	$26.61
913	Hrly	NE	Maintenance Service Worker	$27.91	$29.31	$30.77	$32.31	$33.92
914	Hrly	NE	Mechanic Helper	$21.89	$22.98	$24.13	$25.34	$26.61
915	Hrly	NE	Outdoor Power Equipment Mechanic	$31.64	$33.22	$34.88	$36.63	$38.46
934	Hrly	NE	Park Facilities Maintenance Worker	$24.89	$26.13	$27.44	$28.81	$30.25
916	Hrly	NE	Police Cadet	$27.01	$28.36	$29.78	$31.27	$32.83
917	Hrly	NE	Police Custodian of Records	$29.48	$30.95	$32.50	$34.13	$35.83
943	Hrly	NE	Police Dispatcher	$30.87	$32.41	$34.03	$35.74	$37.52
936	Hrly	NE	Police Officer	$45.59	$47.87	$50.26	$52.78	$55.41
935	Hrly	NE	Police Records Specialist	$25.76	$27.05	$28.40	$29.82	$31.31
918	Hrly	NE	Police Vehicle Service Attendant	$19.49	$20.46	$21.49	$22.56	$23.69
919	Hrly	NE	Program Assistant	$27.01	$28.36	$29.78	$31.27	$32.83
920	Hrly	NE	Public Safety Officer	$22.63	$23.76	$24.95	$26.20	$27.51
939	Hrly	NE	Recreation Coordinator	$26.78	$28.12	$29.52	$31.00	$32.55

Consolidated Salary Schedule

Grade	Unit	FLSA	Hourly Position	Step A	Step B	Step C	Step D	Step E
997	Hrly	NE	Recreation Leader I (Rec Aide, Maint Aide I, Tutor Assistant)	$16.90	$17.75	$18.63	$19.56	$20.54
996	Hrly	NE	Recreation Leader II (Rec Attendant, Maint Aide II, Tutor)	$18.63	$19.56	$20.54	$21.57	$22.64
993	Hrly	NE	Recreation Leader II (Lifeguard)	$18.63	$19.56	$20.54	$21.57	$22.64
995	Hrly	NE	Recreation Leader III (Cashier, Golf Starter)	$20.54	$21.57	$22.65	$23.78	$24.97
995	Hrly	NE	Recreation Leader III (Swim Instructor)	$20.54	$21.57	$22.65	$23.78	$24.97
994	Hrly	NE	Recreation Leader IV (Recreation Leader, Sr. Golf Starter)	$22.64	$23.77	$24.96	$26.21	$27.52
992	Hrly	NE	Recreation Leader IV (Senior Lifeguard)	$22.64	$23.77	$24.96	$26.21	$27.52
921	Hrly	NE	Research Aide	$19.41	$20.38	$21.40	$22.47	$23.59
938	Hrly	NE	Secretary	$29.30	$30.77	$32.30	$33.92	$35.61
998	Hrly	NE	Student Worker	$16.90	$17.75	$18.63	$19.56	$20.54
922	Hrly	NE	Typist Clerk	$22.02	$23.12	$24.28	$25.49	$26.77

*

Definitions

UNIT: **Bargaining Unit**

DMA Division Management Association (Unclassified) - Pay Plan Category F
Elected Unclassified Elected Officials - Pay Plan Category A
EXEC Executive Management Employees (Unclassified) - Pay Plan Category E
MEA Municipal Employees' Association (Civil Service) - Pay Plan Category I
PMA Police Management Association - Pay Plan Category B
PMMA Professional and Mid-Management Employees (Civil Service) - Pay Plan Category G
POA Police Officers' Association - Pay Plan Category C
TOP Unclassified Top Management Employees - Pay Plan Category E

Group: **Group of Classifications**

Hrly Unclassified Hourly Positions

FLSA: **Fair Labor Standards Act**

E Exempt
NE Non-Exempt

Sub-step: Specific only to Police Officers' Association.

Monthly $ Monthly salaries rounded to nearest dollar, displayed as a whole number.

As approved per CCM 11/25/25

Office of the
South Gate City Clerk

NOV 20 2025

FILED

2:24pm

Item No. 8

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **November 25, 2025**
Originating Department: **Administrative Services**

Department Director: For Luis Frausto ***City Manager:*** Rob Houston

SUBJECT: AMENDMENT NO. 4 TO CONTRACT NO. 3218 WITH BMO BANK EXTENDING BANKING SERVICES

PURPOSE: To extend the Professional Services Agreement with BMO Bank ("Bank") to provide banking services to the City of South Gate.

RECOMMENDED ACTIONS: The City Council will consider:

a. Approving Amendment No. 4 to Contract No. 3218, Professional Services Agreement with BMO Bank, extending the banking services contract through June 30, 2026, and
b. Authorizing the Mayor to execute Amendment No. 4 in a form acceptable to the City Attorney.

FISCAL IMPACT: There is no additional fiscal impact associated with this six-month extension of the City's banking services contract. Banking services charges for FY 2025-26 are already included within the adopted budget.

Under Amendment No. 4, BMO Bank will maintain the current fee schedule with no price increases during the extension term and will provide an earnings credit rate (ECR) of 0.75 percent on analyzed deposit balances. The ECR is applied to the City's average monthly collected balances and used to offset bank service charges on non-interest-bearing accounts. Based on the September 2025 account analysis and projected cash balances, staff anticipate that ECR credits will continue to offset most or all monthly banking fees, with any residual costs absorbed within existing appropriations. No new General Fund appropriation is requested.

ANALYSIS: Extending the banking services contract with BMO Bank through June 30, 2026, will provide continuity of treasury and depository services while the City completes a competitive Request for Proposals (RFP) for a new multi-year banking agreement. Under current market conditions, BMO Bank is providing the City with an earnings credit rate (ECR) of 0.75 percent on analyzed deposit balances. The ECR is applied to the City's average monthly collected balances and used to offset bank service charges on non-interest-bearing accounts. Based on recent account analyses and projected cash flows, staff expect these ECR credits will continue to offset most or all monthly banking fees during the six-month extension term. All other material terms, conditions,

and recitals in Contract No. 3218 and Amendments Nos. 1–3 will remain unchanged under Amendment No. 4.

BACKGROUND: On May 24, 2016, the City Council approved Contract No. 3218 with Bank of the West (now BMO Bank) to provide banking services to the City for an initial term of five (5) years, with the option to renew for up to five (5) additional one-year periods. Over the past eight years, the Bank has provided stable depository, disbursement, and cash management services to the City and responsive customer support to Finance staff. On February 1, 2023, Bank of the West officially became BMO Bank through a formal acquisition of its business deposit and cash management operations.

Amendments Nos. 1–3 to Contract No. 3218 exercised the available renewal options and extended the agreement through December 31, 2025. To maintain continuity of banking services while staff prepares and issues a competitive Request for Proposals (RFP) for a new long-term banking services agreement, staff is proposing a six (6) month extension of the existing contract from January 1, 2026 through June 30, 2026, with the RFP targeted for release in late 2026.

ATTACHMENTS:
A. Proposed Amendment No. 4 to Contract No. 3218
B. Amendment No. 3 to Contract No. 3218 without attachments*
C. Amendment No. 2 to Contract No. 3218 without attachments*
D. Amendment No. 1 to Contract No. 3218 without attachments*
E. Contract No. 3218 *
F. Letter from BMO dated October 27, 2025

* Copies of each Agreement and Amendment Nos. 1, 2, and 3 with attachments are available through the Office of the City Clerk.

AMENDMENT NO. 4 TO CONTRACT NO. 3218 FOR BANKING AND TREASURY MANAGEMENT SERVICES BETWEEN THE CITY OF SOUTH GATE AND BMO BANK N.A.

This Amendment No. 4 to Contract No. 3218 for Banking and Treasury Management Services ("Agreement") is made and entered into on November 11, 2025 ("Effective Date"), by and between the City of South Gate, a municipal corporation ("the City"), and BMO Bank N.A., a national bank corporation ("Bank"). The City and Bank are sometimes hereinafter individually referred to as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, the City and Bank have previously executed that certain Agreement for Professional Services dated August 25, 2016, Contract No. 3218 (the "Agreement"), relating to banking and treasury management services;

WHEREAS, the Agreement became effective on the date the City's accounts were opened with bank, November 9, 2016, and remained in effect for a period of five (5) years from said date;

WHEREAS, the City and Bank executed Amendment No. 1 to the Agreement for continued services for the period November 9, 2021, through November 8, 2022;

WHEREAS, the City and Bank executed Amendment No. 2 to extend services through December 31, 2023;

WHEREAS, the City and Bank executed Amendment No. 3 to extend services through December 31, 2025; and

WHEREAS, the Parties now desire to execute Amendment No. 4 to extend the Agreement for up to six (6) additional months, through June 30, 2026, and to clarify provisions for termination and transition assistance, all under the terms and conditions of the Agreement, Amendments Nos. 1, 2, 3, and 4.

NOW, THEREFORE, the Parties hereby agree as follows:

1. MODIFICATIONS.

a. **SCOPE OF SERVICES.** The City hereby engages Bank, and Bank agrees to provide the services and perform the tasks set forth in the Agreement, including Amendment Nos. 1, 2, 3, and 4 all which are incorporated by reference. The Scope of Services may be amended from time to time by way of a written directive from the City. A copy of the Agreement and Amendment Nos. 1,2, and 3 are attached hereto as Exhibit "A."

b. **COMPENSATION FOR SERVICES.** The City shall pay Bank for its professional services rendered and costs incurred pursuant to this Amendment No. 4 in accordance with Consultant's Schedule of Fees with changes specified in Exhibit "A." No additional compensation shall be paid for any other expenses incurred unless first approved by the Director of Administrative Services.

c. **TERM OF AGREEMENT.** The term of the Agreement is hereby extended for up to and including June 30, 2026, unless earlier terminated as provided herein.

d. **CITY TERMINATION—NOTICE.** The City may terminate the Agreement, in whole or in part, at any time and for any reason, upon thirty (30) days' written notice to Bank. Bank shall discontinue the Services on the effective date of termination, except to the extent continued performance is expressly required to support transition under Section 1(e) (Transition Assistance). The City will pay for Services rendered through the effective termination date and for any mutually agreed extraordinary transition services approved in advance in writing. No early termination penalties shall apply.

e. **TRANSITION ASSISTANCE (IF APPLICABLE).** If the City selects a successor provider, or if the Agreement expires or is terminated, Bank shall:
   i. **Cooperate** in good faith with the City and the successor bank to ensure an orderly, disruption-free transition;
   ii. **Continue Services** during the Transition Period using commercially reasonable efforts at then-current pricing and service levels;
   iii. **Deliver the City Data** and the City-specific configurations (e.g., ACH/wire templates, Positive Pay files and history, account analysis data, lockbox remittances, user entitlements, fraud-control settings) in industry-standard, machine-readable formats reasonably requested by the City; Bank need not disclose proprietary tools, source code, non-City-specific materials, or security architecture beyond what is reasonably necessary for continuity and fraud-control;
   iv. **Participate in transition activities** reasonably requested by the City, including information-sharing, onboarding, testing, cutover planning, and file-format validation;
   v. **Waive fees** for standard data exports and ordinary cooperation under the Agreement; extraordinary tasks beyond standard scope require the City's prior written approval and will be billed at mutually agreeable rates outside the original Schedule of Fees in the Agreement, subject to approval from the Director of Administrative Services;
   vi. **Designate a Transition Manager** with authority through completion; and
   vii. The Parties will designate Transition Managers and adopt a written Transition Plan with deliverables and a testing schedule. Unless

otherwise agreed in writing, the Transition Period will target completion within ninety (90) days, subject to mutual written extension if needed. The obligations in Section E of Amendment 4 survive termination or expiration.

f. **CITY AGENT.** The Director of Administrative Services ("Director"), or his/her designee, for the purposes of this Agreement, is the agent for the City. Whenever approval or authorization is required, Bank understands that the Director or his/her designee has the authority to provide it.

g. **EFFECT OF AMENDMENT.** Except as expressly amended herein, all other terms and conditions of the Agreement and its amendments, attachments, and exhibits shall remain in full force and effect. In the event of any conflict between this Amendment No. 4 and the Agreement (including prior amendments and exhibits), this Amendment No. 4 shall control. Furthermore, the City reserves the right to augment or reduce the scope of work as the City deems necessary.

h. **AUTHORITY.** Each person signing this Amendment No. 4 warrants that they have been duly authorized to do so on behalf of the Party for which they sign and that such Party is bound hereby.

i. **COUNTERPARTS; ELECTRONIC SIGNATURES.** This Amendment may be executed in counterparts, each deemed an original, together constituting one instrument. Delivery by electronic transmission is effective. Signatures may be (a) wet ink, (b) a scanned PDF of a wet-ink original, or (c) an electronic signature compliant with the E-SIGN Act and California UETA applied via a commercially recognized e-signature service that provides identity authentication and a tamper-evident audit trail. A typed name, email footer, or pasted image alone is not a signature. Each Party agrees not to contest the validity or enforceability of this Amendment on the basis that it was executed electronically and will retain evidence of execution in its records.

(This section intentionally left blank)

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment No. 4 to be executed and attested by their respective officers hereunto duly authorized.

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

Dated: _____

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

DRAFT

By: _____
Raul F. Salinas, City Attorney

BMO BANK N.A.:

By: _____
Michael Brody, Director

Dated: _____

Government Banking Division
4400 MacArthur Blvd., Ste 600
Newport Beach, CA 92660

October 27, 2025

Luis Frausto
Director of Administrative Services
City of South Gate
8650 California Ave
South Gate, CA 90280

RE: Banking Services Extension – City of South Gate

Dear Luis:

BMO Bank, N.A. (the "Bank"), formerly Bank of the West, is pleased to extend City of South Gate's banking services contract for an additional six-month extension through June 30, 2026.

Based on the attached September 2025 account analysis statement, the Bank will honor the City of South Gates current pricing in place including the following:

- Fixed pricing for six months
- Enhanced Earnings Credit Rate (ECR) at 75 Basis Points (Bank Managed Rate)

All other existing terms, conditions and recitals found in the original contract and amendment will remain with this extension agreement.

As one of our long-term and valued clients, we are excited about our continued relationship with the City of South Gate. Please do not hesitate to reach out to me should you have any questions and/or require additional information.

Sincerely,

Michael Brody
Director
562-347-8661

Acceptance:

_____ _____
Luis Frausto, Director of Administrative Services Date
City of South Gate

Attachments:
September 2025 Account Analysis Statement

Office of the
South Gate City Clerk

NOV 20 2025

FILED

10:45AM

Item No. 9

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **November 25, 2025**
Originating Departments: **Human Resources, City Attorney**

Human Resources Director: *Jon Hamilton* ***City Attorney:*** *Raul Salinas*

SUBJECT: AMENDED EMPLOYMENT CONTRACT BETWEEN THE CITY OF SOUTH GATE AND CITY MANAGER, ROBERT HOUSTON

PURPOSE: To approve an amended employment agreement between the City of South Gate and City Manager Robert Houston, for the term of December 1, 2023, through November 30, 2027, detailing the terms of his appointment and any changes thereto effective November 30, 2025.

RECOMMENDED ACTION: The City Council will consider approving an update to the employment contract agreement between the City of South Gate and City Manager Robert Houston for the term of December 1, 2023, through November 30, 2027, detailing the terms of his appointment and any changes thereto effective November 30, 2025.

FISCAL IMPACT: There are no additional financial impacts to the General Fund as all funding has been budgeted within the Fiscal Year 2025/26 Adopted Budget for this position.

ANALYSIS: The City Manager serves effectively as the day-to-day chief executive officer within a Council/Manager form of government, under which the City of South Gate operates. As a Council/Manager form of government, the City Council establishes municipal policy, and the City Manager is tasked with implementation of the policy, including daily oversight of all operations and management of all employees. The City Council appoints two positions within the organization: the City Attorney and the City Manager. The City Attorney is tasked with providing legal guidance to the City Council and represents the City in legal matters. The City Manager oversees the operating department; maintains the financial sustainability of the organization; ensures compliance with federal, state, and local laws and regulations; complies with civil service rules and regulations; represents the City in various federal, state, and regional matters from time to time; and provides timely information to City Council members to assist them in their roles and responsibilities under the California Government Code.

City Manager Houston's initial contract requires that the City Council perform an annual review of his performance, which it completed on November 11, 2025, by providing him with a very positive evaluation and giving him guidance for his future performance. Due to the City's current fiscal challenges, the City Manager has agreed forgo any cost of living increase or salary raise. Mr. Houston's amended contract clarifies that his benefits shall either meet or exceed that of the

Mr. Houston's amended contract clarifies that his benefits shall either meet or exceed those of the Unrepresented Executive Management Group. Thus, the following updates to his contract are proposed to ensure that his current contract meets those intents, all of which shall be effective on November 30, 2025: (1) the ability to cash out up to 80 hours of vacation annually; (2) the ability to cash out up to 80 hours of administrative leave annually; and (3) a vacation leave accrual rate of 4.69 hours per pay period with an immediate credit of 40 hours of vacation to his existing vacation accrual balance. Additionally, language is added to clarify that the cashout process for both vacation and administrative leave hours shall be conducted pursuant to IRS rules.

These changes are subject to approval in open session by the City Council. The Amended Agreement reflects similar parameters approved previously by the City Council for other employee bargaining groups.

ATTACHMENT: Proposed Updated Employment Agreement

FIRST AMENDED EMPLOYMENT AGREEMENT

This SECOND AMENDED EMPLOYMENT AGREEMENT ("Amended Agreement"), originally entered into the 25th day of November 2025, and is effective as of updated as of the 1st day of December 2025, and is made by and between the CITY OF SOUTH GATE, a municipal corporation, (the "City"), and ROBERT HOUSTON ("Employee"). The City and Employee are sometimes hereinafter individually referred to as a "Party" and collectively as "Parties." Parties to this Agreement do hereby enter into the terms, conditions, covenants, duties and responsibilities as follows and which updates shall be effective on January 26, 2025:

RECITALS

WHEREAS, the City is a municipal corporation providing a wide range of public services to the community as a general law city;

WHEREAS, the City Manager in South Gate is responsible for day-to-day operations, while the City Council is the policy making body of the City;

WHEREAS, for the City to ensure that its responsibilities to the health and safety of the public are met at all times, the City must attract and retain in its employment a City Manager who exhibits the knowledge, experience, technical ability, professionalism and qualities of leadership necessary to meet the City's objectives;

WHEREAS, it is the desire of the City Council to provide certain benefits, establish certain conditions of employment, and set working conditions for the position of City Manager;

WHEREAS, it is the desire of the City Council to: (1) retain the services of Employee and to provide inducement for him to remain in such employment; (2) establish a clear and mutually understood system of compensating Employee; (3) provide a just means for terminating the services of Employee at such time as he may be unable to discharge fully his duties due to disability or retirement or when the City Council may desire to otherwise terminate his employment;

WHEREAS, in contemplation of, and subject to the approval of the City Council, Employee agreed to commence providing services to the City as of December 1, 2023, pursuant to that certain Employment Agreement ("Agreement"), dated November 14, 2023, Contract No. 2023-159-CC, and subsequently entered into the First Amended Employment Agreement on November 14 2025;

WHEREAS, the parties desire to enter into the Second Amended Employment Agreement, dated as of November 25, 2025, on the terms stated below; and

WHEREAS, the parties desire to amend the Agreement, by restating, clarifying, and modifying the terms thereof, as set forth in this Amended Agreement.

NOW, THEREFORE, in consideration of the mutual covenants herein contained and as authorized by the South Gate Municipal Code, the applicable Personnel Rules and Regulations, all Resolutions previously adopted by the City, and the provisions of the California Government Code, Parties hereto agree as follows:

Section 1. Duties and Term.

A. Effective December 1, 2023, the City hereby hires Employee as City Manager to perform the duties and functions as specified in state law and the South Gate Municipal Code, to perform such other legally permissible duties as defined in the City's Job Classification specifications and as the City Council shall from time-to-time assign.

B. Employee shall be subject to the powers, terms and conditions of the South Gate Municipal Code relating to the position of City Manager. In addition to the duties and responsibilities defined herein, during the term of this Agreement, and any extensions thereto, Employee shall also serve as the Executive Director of: (l) the South Gate Public Financing Authority ("SGPFA"), (2) Successor Agency to the Community Development Commission ("SA"), (3) the South Gate Housing Authority ("HA"), and (4) the South Gate Utility Authority ("SGUA"), and any such future municipal corporations as may be established by the City. The SGPFA, SA, HA and the SGUA are collectively added within the definition of "City" herein, unless otherwise indicated.

C. The Employee and City Council shall mutually establish performance goals and objectives to be met by the Employee for each year of this Agreement. Said objectives shall be established as part of an annual evaluation process. Within 90 days of the effective date of this Agreement, Parties shall work together to establish the initial performance goals to be achieved by Employee during the period as may be mutually agreed. Thereafter, the Employee and City Council shall mutually establish annual performance goals and objectives to be met by the Employee within thirty (30) days after the proceeding annual performance evaluation.

D. The Employee shall organize and develop a Strategic Planning program for City Council and Executive Team to mutually undertake within 180 days of the effective date of this Agreement.

E. The term of this Agreement shall be for a period of four-years ending on November 30, 2027, unless mutually extended by Parties but may be terminated upon ninety (90) days' notice, subject to Section 3.B, below.

F. Employee agrees that he shall not engage in outside employment by any other entity or organization, nor shall he undertake consulting services in which compensation is received by him without first obtaining the approval of the City. The City reserves the right to revoke any such approval if it deems to be affecting the ability of the Employee to fulfill his duties under this agreement.

G. An employee serving as City Manager is considered to be an "exempt" employee within the definition of the Fair Labor Standards Act ("FLSA") and shall not receive overtime compensation for time worked outside the regular work schedule. In addition, the City Manager

position is excluded from the City's Civil Service Rules and Regulations pursuant to Section 1.24.105 of the South Gate Municipal Code.

Section 2. Compensation and Review.

A. Effective January 26, 2025, Employee's salary during the term of this Agreement shall be **Three Hundred One Thousand and Six Hundred Dollars ($301,600)**. Employee's salary is to be adjusted as needed to maintain such salary at not less than the amount of One Thousand Dollars ($1,000) above the next highest regular salary paid to any other management employees. City reserves the right to adjust Employee's salary consistent with any general reduction affecting other executive management employees, collectively. Employee shall contribute 2% towards the Employer's CalPERS retirement plan through payroll deduction.

B. The City shall conduct an annual performance evaluation of Employee using such criteria as City may establish with the input from the Employee in its sole discretion after receiving the same. Said evaluation shall be completed not later than thirty (30) days prior to the annual anniversary of Employee's effective date of this Agreement.

C. Whenever a cost-of-living adjustment or other non-merit-based salary increase is provided to other management employees, the City Council shall consider whether it is reasonable and appropriate to grant a similar increase to the City Manager's Base Salary upon the written request of the Employee.

D. The City Manager's Base Salary increases approved by the City Council from time to time, pursuant to this Agreement, shall not require an amendment to this Agreement to be effective. Such may be set forth in an annual salary resolution or minute action approved by the City Council and ratified by resolution.

E. If the City reduces the Base Salary or any other financial benefit of the Employee in a percentage that is greater than the average reduction of all executive managers, such action shall constitute a termination of this Agreement without Cause under Section 3.C. of this Agreement, and Employee shall be entitled to Severance.

Section 3. Schedule and Severance.

A. The Employee's schedule of work each day and week shall vary in accordance with the work required to be performed. It is recognized that Employee must devote a great deal of his time outside of normal office hours to business of the City and, to that end, will be allowed to take compensatory time off as he shall deem appropriate during said normal office hours.

B. Employee shall not be removed from his position during the period of ninety (90) days preceding any City election for membership on the City Council, and the South Gate Municipal Code Section 1.06.120 shall guide rules for removal after any City Election or Councilmember

appointment or (ii) on the basis of a "for cause" termination based on: (1) a conviction of a felony; (2) continued abuse of non-prescription drugs or alcohol that materially affects the performance of the City Manager's duties; or (3) repeated and protracted unexcused absences from the City Manager's office and duties.

C. In the event Employee is terminated without cause by the City Council, he shall be entitled to severance pay equal to his total compensation (in an amount equal to his base salary and benefits) for nine (9) months. In exchange for payment of this amount, Employee shall sign a full release, releasing the City from liability for any employment claim or other claim arising from his employment relationship, and agrees that he will not file, initiate, or cause to be filed or initiated any action in any federal or state court for wrongful termination or other employment causes of action such as, but not limited to, age discrimination. This section is not intended to waive Employee's rights to seek Workers' Compensation benefits.

D. In the event the City terminates Employee, the City and Employee agree that neither Party shall make any written or oral statements to members of the public or the press concerning Employee's termination except in the form of a joint press release which is mutually agreeable to both Parties. The joint press release shall not contain any text or information that would be disparaging to either Party and either Party may verbally repeat the substance of any such press release in response to inquiries by members of the press or public.

E. Employee retains the right to resign from his position with the City in lieu of termination or may voluntarily terminate this Agreement any time upon thirty (30) days written notice to the City Council. He shall not be entitled to any severance pay upon such resignation or voluntary termination, unless otherwise negotiated and agreed to, in writing, by the City and Employee.

F. In the event Employee resigns, separates, or retires from the City, he will be entitled to all pay and benefits, including the Use and/or payout of unused leave balances, other than sick leave, as permitted by City policy and in a manner similar to retirement or separation benefits provided to the City's executive management employees.

Section 4. Allowances.

A. During the term of this Agreement, Employee shall be provided an automobile by the City for Employee's exclusive and unrestricted use. The City shall be responsible for paying for liability, property damage, and comprehensive liability insurance and for the purchase, operation, maintenance, repair, and regular replacement of said automobile. At the Employee's discretion, in lieu of electing to utilizing a City-owned vehicle, the Employee may elect to receive a monthly car allowance of Five Hundred Forty-Two Dollars ($542). In such an election, the City shall not be responsible for paying for liability, property damage, and comprehensive liability insurance and for the purchase, operation, maintenance, repair, and regular replacement of the Employee's private vehicle. The Employee shall annually produce proof of automobile insurance coverage. No matter which election the Employee chooses in this section, the Employee shall maintain a Class C

California Driver's License and be subject to the California Department of Motor Vehicles Pull Notice system which the City participates in.

B. During the term of this Agreement, Employee shall be provided a monthly technology allowance of One Hundred Twenty Dollars ($120) for use toward cellular phone expenses, or other electronic-related expenses.

C. Employee will be eligible to receive the same education pay for holding a master's degree as the Executive Management Group.

Section 5. Other Benefits.

A. Employee shall be entitled to observe holidays on the same basis as other City management employees. Employee shall be credited with an opening balance of one hundred (100) hours of paid vacation leave, shall earn vacation leave at a rate of two hundred (200) hours annually (accrued at a rate of 7.692 hours per pay period), shall be allowed to accrue unused vacation leave with a maximum of three hundred (300) hours, and the full value of any such unused vacation leave shall be paid to Employee upon termination, resignation, or retirement. In addition, Employee may elect to cash out vacation up to eighty (80) hours annually during any single fiscal year at Employee's full hourly rate. Employee shall be credited with an opening balance of forty (40) hours of paid sick leave, shall earn sick leave at 4.62 hours per pay period or one hundred and twenty (120) hours annually. Employee shall be allowed to accrue unused sick leave which shall not be paid to Employee upon termination, resignation, or retirement. Use of sick leave shall be consistent with the City's then existing policies, including the use of sick leave in accordance with CalPERS retirement regulations. Employee may not cash out unused sick leave. Employee shall receive an annual allowance of one hundred (100) hours of administrative leave accrued at 3.85 hours per pay period, subject to a cap of one hundred (200) hours. Upon reaching such maximum accumulation, Employee shall cease earning additional administrative leave hours or may choose to cash out up to 80 hours at Employee's full hourly rate upon the anniversary date of Employee.

B. City shall procure and maintain in force a policy of life insurance for the benefit of Employee's survivors in the amount equal to the same benefit provided to other executive management employees.

C. City shall pay the Employer contribution and Employee shall pay the Employee contribution on behalf of Employee for his membership in the California Public Employees Retirement System ("CalPERS") as established by state law. As the Employee is considered by CalPERS to be a "Classic member," accordingly, Employee will be covered by the City's agreement with CalPERS, as codified in Government Code Section 21354, which provides for a "2.7% at 55" Full Formula benefit; Government Code Section 21574, which provides for a "Fourth Level 1959 Survivor Benefits" allowance; and Government Code Section 20042, which provides for a "One Year Final Compensation" election. Employee shall pay eight percent (8%) representing Employee's share of his CalPERS pension, and one percent (1%) representing the Employer's share of said benefit.

D. City shall pay the full premium for health, vision, and dental insurance coverage for Employee and his spouse and qualified dependent family members, and the Employee shall be eligible for the balance of executive management employees benefits provided similarly to other executive management employees not otherwise expressly covered by this Agreement.

E. Deferred Compensation. Employee is eligible to participate in the City's 457 Deferred Compensation Plan per Article II, Section 2.01, of the 457 Governmental Plan and Trust ("the Plan") based on his employment status. Employee's participation in the Plan is at his own discretion; however, the City shall pay the maximum allowed by the Internal Revenue Service ("IRS") regulations for a Section 457 plan's contributions limits including the catch-up program permitted for employees over the age of 50, excluding Special 457 three-year catch-up program contributions permitted by the City's plan under IRS regulations. The City shall make such payments to the Employee's deferred compensation account prorated for each payroll period, up to the IRS maximum contribution limits to which the Employee shall be eligible as IRS may adjust annually.

F. Reimbursable Expenses. Employee shall be entitled to be reimbursed for ordinary and customary expenses incurred by Employee in his capacity as City Manager, including out-of- town travel, conferences fees, accommodations, meals and the like, subject to Employee providing receipts or statements evidencing such expenses as required of other City employees per City policies. This shall include membership and participation in events for groups including International City/County Management Association (ICMA), League of California Cities (Cal-Cities), and the California City Management Foundation (CCMF).

G. Leave and Employee Assistance Program. Employee shall also be entitled to holidays, leave without pay, and bereavement leave, and access to the City's Employee Assistance Program at no cost on the same basis as Unrepresented Executive Management Employees and any future change to the holiday or leave benefits provided to City's Unrepresented Executive Management Employees. The City Council shall consider whether it is reasonable and appropriate to grant a similar change to the Employee upon the written request of the Employee.

Section 6. General Terms and Conditions.

A. City shall defend, save harmless, and indemnify Employee against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as defined in this Agreement. City will compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon for Employee's activities performed within the course and scope of his employment.

B. Entire Agreement. The text of this Agreement shall constitute the entire and exclusive agreement between Parties. All prior oral or written communications, understandings, or agreements between Parties not set forth herein shall be superseded in total by this Agreement. No

amendment or modification to this Agreement may be made, except by a written agreement signed by the Employee and the Mayor and approved as to form by the City Attorney.

C. Assignment. This Agreement is not assignable by either the City or Employee.

D. Severability. In the event any provision of this Agreement is finally held or determined to be illegal or void by a court having jurisdiction over Parties, the remainder of this Agreement shall remain in full force and effect unless the parts found to be illegal or void are wholly inseparable from the remaining portions of this Agreement.

E. Effect of Waiver. The failure of either Party to insist on strict compliance with any of the terms, covenants, or conditions in this Agreement by the other Party shall not be deemed a waiver of that term, covenant or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other time or times.

F. Governing Law and Jurisdiction. This Agreement shall be governed by and construed in accordance with the laws of the State of California, which are in full force and effect as of the date of execution. Any action to interpret or enforce the terms of this Agreement shall be held exclusively in a state court in Los Angeles County, California. Employee expressly waives any right to remove any such action from Los Angeles County

Section 7. Bonding.

City shall bear the full costs of any fidelity or other bonds required of the Employee under any law or ordinance.

Section 8. Modifications.

Any modification to this Agreement must be in writing and signed by both Parties executing this Agreement to be effective.

Section 9. Effect of Waiver.

The failure of either Party to insist on strict compliance with any of the terms, covenants, or conditions of this Agreement by the other Party shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other times.

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Section 10. Entire Agreement.

A. Each of the Recitals stated above are incorporated by reference and fully set forth herein.

B. Each Party agrees that this Agreement is valid and shall be binding upon said Party. In the event of Employee's death prior to the expiration of this Agreement or any extension thereof, the heirs at law and executors of Employee shall be entitled to accrued benefits as prescribed in Section 5 and earned and unpaid salary to which Employee would have been entitled. Each Party to this Agreement acknowledges that no representation, inducements, promises or agreements, orally or otherwise, have been made by any Party, or anyone acting on behalf of any Party, which is not embodied herein, and that no other agreement, statement or promise not contained or referenced in this Agreement shall be valid or binding on either Party. Employee has ten (10) days, following approval by the City, to review and execute this Agreement.

IN WITNESS WHEREOF, the City of South Gate has caused this Agreement to be signed and executed on its behalf by the Mayor and duly attested by the City Clerk, and Employee has signed and executed three (3) copies of this Agreement.

"CITY"

Dated: November 25, 2025

By:_____
Maria Davila, Mayor

"EMPLOYEE"

Dated: November 25, 2025

By:_____
Robert Houston

ATTEST:

By:_____ DRAFT
Yodit Glaze, City Clerk

APPROVED AS TO FORM:

By:_____
Raúl F. Salinas, City Attorney

AS13772.0860812 4932-2167-7435v3

Office of the
South Gate City Clerk

NOV 20 2025

FILED

2:20pm

Item No. 10

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **November 25, 2025**

Originating Department: **Public Works**

Department Director: _____ *City Manager:* _____

Arturo Cervantes *Rob Houston*

SUBJECT: AMENDMENT NO. 2 TO CONTRACT NO. 2023-13-AC WITH BLACK, O'DOWD AND ASSOCIATES, INC. DBA BOA ARCHITECTURE FOR ADDITIONAL DESIGN SERVICES FOR ROOF REPAIRS AND IMPROVEMENTS FOR CITY HALL AND FOR THE HENRY C. GONZALEZ MUNICIPAL AUDITORIUM

PURPOSE: The City Hall roof is old, worn out, and leaks during heavy rain, making full replacement necessary. During the design process, it was discovered that the existing roof tiles are no longer available, so the project needs to be updated to include a complete new roof instead of partial repairs. Amendment No. 2 to Contract No. 2023-13-AC with BOA Architecture, Inc. will allow the architect to update the design plans and cost estimates to match this new approach.

RECOMMENDED ACTIONS: The City Council will consider:

a. Approving Amendment No. 2 to Contract No. 2023-13-AC with Black, O'Dowd and Associates DBA BOA Architecture ("Agreement"), to fund the preparation of design and construction documents for the (i) City Hall Roof Repairs, City Project 732-ARC and (ii) Henry Gonzalez Municipal Auditorium Roof Project, City Project No. 695-PRK, for an additional amount not to exceed $16,500 and;

b. Authorizing the Mayor to execute Amendment No. 2 in a form acceptable to the City Attorney.

FISCAL IMPACT: Amendment No. 2 to Contract No. 2023-13-AC is for an amount not to exceed $16,500 and it will be funded with Building and Infrastructure Maintenance (BIM) Funds. The project is fully funded with BIM Funds budgeted in the Fiscal Year 2025/26 Capital Improvement Program.

Budget	City Hall Roof Project; 732-ARC	Henry Gonzalez Auditorium Roof Project; 695-PRK	Total
Agreement	N/A	$49,900	$49,900
Amendment 1	$29,800	$66,200	$96,000
Amendment 2	$16,500	N/A	$16,500
Total	$46,300	$116,100	**$162,400**

ANALYSIS: Amendment No. 2 to the Professional Services Agreement with BOA Architecture, Inc. is needed to update the project design based on conditions identified during the bidding phase. The original design called for repairing and replacing only the most deteriorated sections of the roof. However, contractors noted that the existing roof tiles are discontinued and difficult to match. After further evaluation, BOA Architecture determined that the cost difference between partial and full roof replacement was minimal.

Given this, City staff and the consultant agreed that replacing the entire roof is the most practical and cost-effective solution. A full replacement will provide a consistent roof system, extend the building's service life, and reduce future maintenance and leak risks. To implement this change, BOA Architecture must update construction drawings, cost estimates, and specifications. The additional design services total $16,500, as reflected in the proposed amendment.

The original project budget is $900,000 and the revised project budget is estimated at $1,016,500 to account for the expanded scope of a full roof replacement. Staff is currently developing a funding strategy to cover the additional cost, which may include reallocating available project savings or identifying supplemental grant or capital improvement funds. A revised budget summary will be presented to the City Council once the strategy is finalized.

BACKGROUND: On January 27, 2025, the City Council approved Amendment No. 1 to Contract No. 2023-13-AC with BOA Architecture, Inc. to prepare design and construction documents for the project. The original scope included localized roof repairs and replacement of only the most deteriorated sections of the building.

On September 23, 2025, the design plans and specifications were finalized, and a Notice Inviting Bids was issued through the City's PlanetBids portal. During the pre-bid meeting, several contractors noted that the existing roof tiles had been discontinued and were no longer readily available, prompting staff and the design team to re-evaluate the localized repair approach.

A subsequent cost analysis showed that the price difference between partial and full roof replacement was minimal. Based on this finding, staff determined that a complete roof replacement would offer greater long-term value by eliminating patchwork repairs, extending the facility's service life, reducing future maintenance needs, and ensuring consistent materials and warranties across the structure.

To implement this revised scope, additional design services from BOA Architecture, Inc. are required to update the construction documents and specifications to reflect a full roof replacement. These updates will ensure accurate cost estimates and bid documents that align with the City's revised project objectives. The proposed amendment in the amount of $16,500 will fund these additional services.

ATTACHMENTS:
A. Proposed Amendment No. 2 (including Exhibit A)
B. Amendment No. 1*
C. Contract 2023-13-AC*

*Each document is available for review through the Office of the City Clerk.

LC:lc

AMENDMENT NO. 2 TO CONTRACT NO. 2023-13-AC FOR PROFESSIONAL DESIGN SERVICES BETWEEN THE CITY OF SOUTH GATE AND BLACK, O'DOWD AND ASSOCIATES, INC DBA BOA ARCHITECTURE, INC

This Amendment No. 2 to Contract No. 2023-13-AC for Professional ***Design Services*** ("Agreement") is made and entered into on November 25, 2025, by and between the City of South Gate, a municipal corporation ("City"), and Black, O'Dowd and Associates, Inc. DBA BOA Architecture, a California corporation ("Consultant"). City and Consultant are sometimes hereinafter individually referred to as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, on February 27, 2023 the City Manager approved Contract No. **2023-13-AC** with Consultant ("Agreement") for professional services to prepare a comprehensive evaluation and assessment report of the Boy Scout Huts and Girls Clubhouse Roof system at South Gate Park and Civic Center Complex (Civic Center, City Hall and Police Department), as well as to provide services needed to prepare Plans, Specifications and Estimates in the amount of Forty Nine Thousand Nine Hundred Dollars ($49,900);

WHEREAS, on January 14, 2025, the City Council approved Amendment No. 1 to the Agreement in an amount not to exceed Ninety-Six Thousand Dollars ($96,000) to perform additional design services; and

WHEREAS, City and Consultant desire to execute Amendment No. 2 to Contract No. **2023-13-AC** for additional professional services for major repairs of the roof system at City Hall, and Henry C. Gonzalez Municipal Auditorium respectively in an amount not to exceed **Sixteen Thousand Five Hundred Dollars ($16,500)**, under the terms and conditions of the Agreement, Amendment No. 1, and Amendment No. 2 bringing the aggregate total of the Agreement, Amendment No. 1, and Amendment No. 2 to **One Hundred Sixty Two Thousand Four Hundred Dollars ($162,400)**.

NOW, THEREFORE, the Parties hereby agree as follows:

1. MODIFICATION TO AGREEMENT

1.1 SCOPE OF WORK
City hereby engages Consultant, and Consultant accepts such engagement, to perform the services set forth in the Scope of Services as described in Exhibit "A" and Exhibit "B" attached hereto and made part of this Agreement. The Scope of Services may be mutually amended from time to time by both Parties in writing.

1.2 COMPENSATION. The total amount of compensation for Amendment No. 2 shall not exceed the sum of **Sixteen Thousand Five Hundred Dollars ($16,500)** bringing the aggregate total of the Agreement, Amendment No. 1 and Amendment No. 2 to the sum of **One Hundred Sixty-Two Thousand Four Hundred Dollars**

($162,400). City shall pay Consultant for its professional services rendered and reasonable costs incurred pursuant to the Agreement, Amendment No. 1 and Amendment No. 2. No additional compensation shall be paid for any other expenses incurred unless first approved by the City Manager.

1.2.1 No payment made hereunder by City to Consultant, other than the final payment, shall be construed as an acceptance by City of any work or materials, nor as evidence of satisfactory performance by the Consultant of its obligations under this agreement.

1.2.2 The Consultant shall submit to the City a bill of services within 15 calendar days after the end of each month. The City shall pay the consultant within forty-five (45) days of receipt of this invoice.

1.3 TERM OF AGREEMENT. This Agreement will remain in effect through December 1, 2026, unless otherwise expressly extended and agreed to by both Parties in writing, or terminated by either Party as provided herein.

2. EFFECT OF AMENDMENT. Except as expressly amended herein, all other terms and conditions of the Agreement and its Amendments, Attachments and Exhibits attached hereto, shall remain in full force. City reserves the right to augment or reduce the scope of work as the City deems necessary.

[Remainder of page left blank intentionally.]

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment No. 2 to be executed and attested by their respective officers hereunto duly authorized.

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

Dated: _____

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVE AS TO FORM:

By: _____
Raúl F. Salinas, City Attorney

BLACK, O'DOWD AND ASSOCIATES, INC.
DBA BOA ARCHITECTURE:

By: _____
Edward Lok Ng, Account Manager

Dated: _____

BOA Architecture
Government Services

1511 Cota Avenue
Long Beach, CA 90813
Telephone: 562-912-7900
Telephone: 310-832-2681
www.boaarchitecture.com

Mr. Lorenzo Camargo, EIT Associate Engineer — November 4, 2025

City of South Gate, Department of Public Works, 8650 CALIFORNIA AVE, SOUTH GATE, CA 90280

Re: Extra Fee for Architectural Services at South Gate City Hall Roof repair project No. 732-ARC

Per your email dated October 30, 2025 the City has decided to change course from a partial roof replacement to a now full roof replacement project. Currently, our Construction Documents had been approved at 100%, and BOA provided pre-bid assistance. You have requested us to redesign it to include the entire roofing system to be replaced. You have requested us to revise our drawings and specifications to accommodate this change which results in Addition Scope and our Extra Fee. We are requesting an Extra Fee of $16,500 for this Additional Scope. See our attached itemized Extra Fee spreadsheet for a breakdown.

Scope of Work

1. Revise all our drawings to redesign the project to include the entire roof.
2. Incorporate Clark Seif Clark, Inc recommendations.
3. Revise and add to specs for prep work and roof replacement.
4. Revise construction cost estimates to reflect the redesign work.
5. Additional City review submittals and corrections.
6. Provide additional pre-bid assistance.
7. Provide construction support for the additional redesign.

If confirmed, our overall fee will be as follows:

Original fee	$ 29,800
Extra Fee for entire roof replacement	$ 16,500
Total Overall Fee	**$ 46,300**

If you have any questions, please do not hesitate to contact me personally at (310) 480-7730 cell.

BOA Architecture

Leonardo Arteaga

Leonardo Arteaga, Senior Project Manager
Casp-055/ ICC Plan Examiner (8088179)

EXTRA FEE

Irvine Civic Center Clock Tower Rehabilitation

Change From Lead Encapsulation to Abatement

date: November 4, 2025
prepared by: Leo Arteaga, Casp-055

Construction Cost Estimate: TBD
prepared for: City of South Gate, Lorenzo Camargo

	HOURS UNIT	HR RATE	COST	TOTAL
PRE-DESIGN				
kick-off meeting to verify scope of work,obtain as-built dwgs.	0 hrs	150	0	
project management, confirm cost/work plan, coordination, admin.	6 hrs	150	900	
site assessment, as-built measurements & photos	0 hrs	110	0	
CADD	0 hrs	110	0	
				900
ARCHITECTURAL SCHEMATIC DESIGN				
tower repair and painting design	0 hrs	150	0	
CADD	0 hrs	110	0	
3 color renderings	0 hrs	110	0	
construction cost estimate	0 hrs	150	0	
1-meeting or coordination with Client	0 hrs	150	0	
				0
SUB-CONSULTANTS and EXPENSES				
structural engineering			0	
electrical, mechanical, or plumbing engineering			0	
expenses for blueprints, photocopies, mailing, mileage, misc.			100	
				100
ARCHITECTURAL CONSTRUCTION DOCUMENTS				
CADD revisions	30 hrs	110	3,300	
project management	8 hrs	150	1,200	
meeting or coordination with Client	6 hrs	150	900	
specifications in CSI format	10 hrs	150	1,500	
construction cost estimate	4 hrs	150	600	
quality control	4 hrs	150	600	
client/bldg dept dept submittal and corrections to comments	10 hrs	110	1,100	
				9,200
ARCHITECTURAL BID & CONSTRUCTION SUPPORT (limited to the amount of hours stated)				
pre-construction support & meeting	6 hrs	150	900	
project management, RFI response	30 hrs	150	4,500	
construction site meeting	6 hrs	150	900	
expenses for blueprints, photocopies, mailing, mileage, misc.			0	
				6,300
			TOTAL NOT-TO-EXCEED FEE	**$16,500**

NOTES AND RESTRICTIONS

1. Construction support is limited to amount of hours stated above.
2. BOA will provide blueprints for submittals to Bldg & Safety Dept..
3. The Owner will provide accurate as-built dwgs. & locations of all utilities to extent possible.
4. Client will provide all printing for bidding to contractors as needed.
5. Prepare record drawings based on Contractor's red-lined as-built information.
6. No final site walk for producing a Punchlist of final work.

Office of the
South Gate City Clerk

NOV 20 2025
FILED
2:20pm

Item No. 11

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of **November 25, 2025**
Originating Department: **Public Works**

Department Director: *Arturo Cervantes* ***City Manager:*** *Rob Houston*

SUBJECT: AMENDMENT NO. 2 TO CONTRACT NO. 2024-57-CC WITH GANNETT FLEMING, INC., FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE CONSTRUCTION OF THE TWEEDY MILE COMPLETE STREETS PROJECT, CITY PROJECT NO. 614-ST, FEDERAL PROJECT NO. ATPL-5257 (039)

PURPOSE: To approve Amendment No. 2 to Contract No. 2024-57-CC ("Amendment No. 2") with Gannett Fleming, Inc. ("Gannett Fleming") to provide additional construction management and inspection services for the Tweedy Mile Complete Streets Project, extending services through the anticipated construction completion in December 2025.

RECOMMENDED ACTIONS: The City Council will consider:

a. Approving Amendment No. 2 to Contract No. 2024-57-CC with Gannett Fleming, Inc. ("Agreement"), to fund five (5) days of additional construction management and inspection services through the completion of construction for the Tweedy Mile Complete Streets Project, City Project No. 614-ST, Federal Project No. ATPL-5257(039), in an amount not to exceed $13,635.18; and
b. Authorizing the Mayor to execute Amendment No. 2 in a form acceptable to the City Attorney.

FISCAL IMPACT: There is no fiscal impact to the General Fund. Amendment No. 2 to Contract No. 2024-57-CC is in the amount of $13,635.18. It will be funded in Prop C Funds budgeted in the Fiscal Year 2025/26 Capital Improvement Program. The revised contract amount is $634,690.

ANALYSIS: Construction of the Tweedy Mile Complete Streets Project ("Project") is now substantially complete and progressing toward full closeout, anticipated in December 2025. Under the Agreement, Gannett Fleming was authorized to provide construction management and inspection services based on a 180-working-day schedule. However, as the project advanced, unforeseen site conditions and added construction activities required an additional 5 working days of oversight beyond the original scope.

The schedule extension is supported by key scope changes, including: (a) installation of artificial vines on all trellises; (b) installation of new landscape on new landscape areas; and (c) installation

of city logo at three signalized intersections. These changes increased the level of inspection, coordination, and administration needed through project completion.

To accommodate the extended construction schedule, Amendment No. 2 to the Agreement provides an additional $13,635.18 for 5 additional working days of construction management, inspection, administration, and labor compliance services, extending the total contract duration to 205 working days. This amendment funds continued oversight of remaining project activities through final closeout in December 2025.

BACKGROUND: The Project was designed to improve safety, traffic circulation, landscaping, greening, and beautification along Tweedy Boulevard, from Dearborn Avenue to Dorothy Avenue. Construction is now substantially complete, with the improvements delivering enhanced safety, better access to public transit and bicycle facilities, deferred maintenance upgrades, and overall quality of life enhancements. Key project elements include roadway pavement rehabilitation; sidewalk and ADA ramp improvements; enhanced crosswalks, including four with flashing lights; traffic calming features such as curb extensions, mid-block bulbouts, and upgraded signage; as well as new street furniture, upgraded bus stops, landscaping, sharrows, bike racks, and bollards.

On July 9, 2024, the City Council approved Contract No. 2024-57-CC with Gannett Fleming for construction management and inspection services related to the Project. The approved contract amount was $551,900, based on a construction schedule of 180 working days.

On August 12, 2025, the City Council approved Amendment No. 1 with Gannett Fleming for construction management and inspection services related to the Project. The approved Amendment No. 1 was $69,155, based on a construction schedule of 20 additional working days, for a total of 200 working days.

Following the start of construction activities, additional work was required to complete the Project. This included installation of artificial vines on all trellises, installation of landscaping on new landscape areas and installation of city logo at three signalized intersections. These changes were outside the original project scope and beyond the control of Gannett Fleming, whose role was to administer the construction contract, not to perform the construction work itself.

As a result of the added scope, the construction schedule was extended by 5 working days, increasing the total duration from the amended 200 working days to 205 working days. These additional days were not accounted for in the original construction management contract, or Amendment No 1. As such, Amendment No. 2 to the Agreement provides an additional $13,635.18 to cover the extended 5 working days of services.

Construction began on August 26, 2024, and is scheduled for final completion in December 2025.

ATTACHMENTS: A. Proposed Amendment No. 2 (including Exhibit A)
B. Amendment No. 1
C. Contract No. 2024-57-CC*

*Each document is available for review through the Office of the City Clerk.

JL:lc

AMENDMENT NO. 2 TO CONTRACT NO. 2024-57-CC FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE TWEEDY MILE COMPLETE STREETS PROJECT, CITY PROJECT NO. 614-ST, FEDERAL PROJECT NO. ATPL-5257 (039), BETWEEN THE CITY OF SOUTH GATE AND GANNETT FLEMING, INC

This Amendment No. 2 to Contract No. 2024-57-CC for the Construction Management and Inspection Services for the Tweedy Mile Complete Streets Project, City Project No. 614-ST, Federal Project No. ATPL-5257 (039) ("Amendment No. 2") is made and entered into on November 25, 2025, by and between the City of South Gate, a municipal corporation ("City"), and Gannett Fleming, Inc. a California corporation ("Consultant"). City and Consultant are sometimes hereinafter individually referred to as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, on July 9, 2024, the City Council approved Contract No. 2024-57-CC with Consultant ("Agreement") for the Tweedy Mile Complete Streets Project, City Project No. 614-ST, Federal Project No. ATPL-5257 (039) to remain in effect through and including completion of the Scope of Services, in the amount of Five Hundred Fifty-One Thousand Nine Hundred Dollars ($551,900). On August 12, 2015, the City Councial approved Amendment No.1 in the amount of Sixty-Nine Thousand One Hundred Fifty-Four Dollars and Ninety Cents ($69,154.90) for additional engineering, construction management and inspection services; and

WHEREAS, the City and Contractor/Consultant desire to execute Amendment No. 2 to the Agreement extending the term to remain in effect through and including completion of the Scope of Services, in an amount not to exceed **Thirteen Thousand Six Hundred Thirty-Five Dollars and Eighteen Cents ($13,635.18)**, for services identified in Exhibit "A" attached hereto, under the terms and conditions of the Agreement, bringing the aggregate total of the Agreement and Amendment No. 2 to a total sum of **Six Hundred Thirty Four Thousand Six hundred Ninety Dollars and Eight Cents ($634,690.08)**.

NOW, THEREFOR, the Parties hereby agree as follows:

1. MODIFICATION TO AGREEMENT

1.1 SCOPE OF WORK

City hereby engages Consultant, and Consultant accepts such engagement, to perform the services set forth in the Scope of Services as described in Exhibit "A" attached hereto and made part of this Agreement. The Scope of Services may be mutually amended from time to time by both Parties in writing.

1.2 COMPENSATION.

The amount of compensation paid by City to Consultant for the work identified in Exhibit "A" shall not exceed **Thirteen Thousand Six Hundred Thirty-Five Dollars and Eighteen Cents ($13,635.18).**

2. EFFECT OF AMENDMENTS.

Except as expressly amended herein, all other terms and conditions of the Agreement and its Amendments, Attachments and Exhibits attached hereto shall remain in full force and effect. Without limiting the generality of the foregoing, the Agreement shall remain unchanged during the term of the Agreement as extended by Section 1 above. Furthermore, City reserves the right to augment or reduce the scope of work as City deems necessary.

3. CALIFORNIA LEVINE ACT DISCLOSURE STATEMENT. In accordance with California SB 1439 extended requirements under Government Code Section 84308, also known as the "Levine Act," a disclosure must be filed of political contributions totaling more than two hundred fifty dollars ($250) within the previous twelve (12) months, and for three (3) months following the date a final decision concerning a contract has been made. Therefore, the City requires that Consultant fill out the California Levine Act Disclosure Statement form available on the City website and submit it to the City Clerk's Office prior to the approval of this Amendment.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment No. 2 to be executed and attested by their respective officers hereunto duly authorized.

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

Dated: _____

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raúl F. Salinas, City Attorney

GANNETT FLEMING, INC.:

By: _____
Edward Durazo, CCM, Vice President

Dated: _____

GANNETT FLEMING

15345 Fairfield Ranch Road
Suite 140
Chino Hills, CA 91709

gannettfleming.com

May 30, 2025

City of South Gate
Attn: Jose Loera
City Traffic Engineer
8650 California Avenue
South Gate, CA 90280

Subject: Tweedy Mile Complete Street Improvement Project (No. 614-ST) – Gannett Fleming Contract Amendment Request

Dear Mr. Loera,

As a follow up to previous discussions, Gannett Fleming is formally requesting an amendment to our Tweedy Mile construction management and inspection contract to increase the budget. You will find the breakdown of costs and services for this request below.

The reasons for the amendment request and increase to the budget are as follows:

1. 20 Days added to the construction contract and schedule, May 05-May 30, 2025.
    a. Steve Quezada - Construction Management and Closeout, May 05 to June 13, 2025
    b. John Tonarely/Dave Cooper – Construction Inspection, May 05 to June 13, 2025

Gannett Fleming – Steve Quezada – CM from May 05 through May 30, 2025:

May 05-09, 2025 (19 hours) x ($276.67)=	$5,256.73
May 12-16, 2025 (11 hours) x ($276.67)=	$3,043.37
May 19-23, 2025 (15 hours) x ($276.67)=	$4,150.05
May 26-30, 2025 (19 hours) x ($276.67)=	$5,256.73
	$17,706.88

Gannett Fleming Steve Quezada – Project Closeout from June 2-13, 2025:

June 2-13, 2025 (40 hours) x ($276.67)=	**$11,066.80**

GANNETT FLEMING

Gannett Fleming – John Tonarely/Dave Cooper – Inspection from May 05 through June 13, 2025:

May 05-09, 2025 (40 hours) x ($211.42)=	$8,456.80
May 12-16, 2025 (40 hours) x ($211.42)=	$8,456.80
May 19-23, 2025 (33 hours) x ($211.42)=	$6,976.86
May 26-30, 2025 (30 hours) x ($211.42)=	$6,342.60
June 02-06, 2025 (24 hours) x ($211.42)=	$5,074.08
June 09-13, 2025 (24 hours) x ($211.42)=	$5,074.08
	$40,381.22

Total Budget Amendment Request= ***$69,154.90***

Original Budget	- $551,900.00
Total Budget Amendment Increase	- $ 69,154.90
Final Revised Budget	- $621,054.90

Please let me know if you have any questions.

Sincerely,

Edward Durazo
Regional Manager, Gannett Fleming, Inc.

CITY OF SOUTH GATE
PUBLIC WORKS DEPARTMENT

CONTRACT/PO CHANGE ORDER

CHANGE ORDER #: 2
PROJECT TITLE: Tweedy Mile Complete Streets Project
CONTRACT #: 2024-57-CC
CONTRACTOR: Gannett Fleming, Inc.

CITY PROJECT #: CIP No. 614-ST
PURCHASE ORDER #: 0008699
CHANGE REQUESTED BY: Jose Loera
DATE OF REPORT: 9/15/2025

	Cost	Calendar Days
Original contract/PO amount:	$ 551,900.00	180
Previous Change Orders amount:	$ 69,154.90	
This Change Order amount:	$ 13,635.18	10
Total increase to contract (all change orders) to date:	$ 82,790.08	
Revised total contract amount:	$ 634,690.08	
Percentage of total increase (or decrease) to contract amount to date:	15%	

DESCRIPTION OF CHANGE ORDER WORK TO BE PERFORMED, ESTIMATE OF QUANTITIES, AND PRICES TO BE PAID:

Change in Bid item Quantities

Item #	Detailed description	Contract Quantity	Previous Change Orders Quantity	THIS Change Orders Quantity	Total Adjusted Contract Quantity	Unit	Unit Cost	Change Order Cost	Time Extension Working Days
1	Additional inspection services	$ 551,900.00	$ 69,154.90	$ 13,635.18	634690.08	N/A	N/A	$13,635.18	10

Total Cost: $13,635.18 10

THE TOTAL AMOUNT OF THIS CHANGE ORDER IS: $13,635.18

Approval Recommended by: _____ Date: 9/15/2025
Jose Loera, T.E., Project Manager

Approved by: _____ Date: _____
Arturo Cervantes, P.E., Assistant City Manager/Director of Public Works

Approved by: _____ Date: _____
Director of Administrative Services

GANNETT FLEMING

15345 Fairfield Ranch Road
Suite 140
Chino Hills, CA 91709

gannettfleming.com

September 9, 2025

City of South Gate
Attn: Jose Loera
City Traffic Engineer
8650 California Avenue
South Gate, CA 90280

Subject: Tweedy Mile Complete Street Improvement Project (No. 614-ST) – Gannett Fleming Contract Amendment Request No. 2

Dear Mr. Loera,

As a follow up to previous discussions, Gannett Fleming is formally requesting an amendment to our Tweedy Mile construction management and inspection contract to increase the budget. You will find the breakdown of costs and services for this request below.

The reasons for the amendment request and increase to the budget are as follows:

1. Additional inspection work due to defects with the Rectangular Rapid Flashing Beacons which had to be replaced and reinstalled. Additional inspection due to incorrect roadway signage which had to be removed and reinstalled. These inspection costs will be reimbursed back to the city from the contractor payment, due to the work occurring after the completion date of the project.
2. Additional inspection/CM time to be added due to the city's request for additional work to install the city logo onto the asphalt pavement, at three (3) intersection locations. The requested hours involve 3 days of installation of the city logos per the contractors submitted costs to complete the work which has been approved by the city.

Gannett Fleming – John Tonarely – Inspection from August 14 through August 18, 2025:

August 14, 2025 (8 hours) x ($211.42)=	$1,691.36
August 15, 2025 (4 hours) x ($211.42)=	$ 845.68
August 18, 2025 (8 hours) x ($211.42)=	$1,691.36
	$4,228.40

GANNETT FLEMING

Gannett Fleming Steve Quezada – CM from August 14 through September 9, 2025:

August 14, 2025 (2 hours) x ($276.67)=	$ 553.34
August 15, 2025 (2 hours) x ($276.67)=	$ 553.34
August 18, 2025 (2 hours) x ($276.67)=	$ 553.34
September 9, 2025 (4 hours) x (276.67)=	$1,106.68
	$2,766.70

Gannett Fleming – Steve Quezada – Anticipated CM/Inspection Additional Work:

Anticipated September/October 2025 (24 hours) x ($276.67)=	$6,640.08
	$6,640.08

Total Budget Amendment No. 2 Request= $13,635.18

Original Budget	- $551,900.00
Approved Amendment No. 1 Increase	- $ 69,154.90
Proposed Amendment No. 2 Increase	- $ 13,635.18
Final Revised Budget	- $634,690.08

Please let me know if you have any questions.

Sincerely,

Edward Durazo
Regional Manager, Gannett Fleming, Inc.

AMENDMENT NO. 1 TO CONTRACT NO. 2024-57-CC FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE TWEEDY MILE COMPLETE STREETS PROJECT, CITY PROJECT NO. 614-ST, FEDERAL PROJECT NO. ATPL-5257 (039), BETWEEN THE CITY OF SOUTH GATE AND GANNETT FLEMING, INC

This Amendment No. 1 to Contract No. 2024-57-CC for the Construction Management and Inspection Services for the Tweedy Mile Complete Streets Project, City Project No. 614-ST, Federal Project No. ATPL-5257 (039) ("Amendment No. 1") is made and entered into on August 12, 2025, by and between the City of South Gate, a municipal corporation ("City"), and Gannett Fleming, Inc. a California corporation ("Consultant"). City and Consultant are sometimes hereinafter individually referred to as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, on July 9, 2024, the City Council approved Contract No. 2024-57-CC with Consultant ("Agreement") for the Tweedy Mile Complete Streets Project, City Project No. 614-ST, Federal Project No. ATPL-5257 (039) to remain in effect through and including completion of the Scope of Services, in the amount of Five Hundred Fifty-One Thousand Nine Hundred Dollars ($551,900); and

WHEREAS, the City and Contractor/Consultant desire to execute Amendment No. 1 to the Agreement extending the term to remain in effect through and including completion of the Scope of Services, in an amount not to exceed **Sixty-Nine Thousand One Hundred Fifty-Four Dollars and Ninety Cents ($69,154.90)**, for services identified in Exhibit "A" attached hereto, under the terms and conditions of the Agreement, bringing the aggregate total of the Agreement and Amendment No. 1 to a total sum of **Six Hundred Twenty One Thousand Fifty-Four Dollars and Ninety Cents ($621,054.90)**.

NOW, THEREFOR, the Parties hereby agree as follows:

1. MODIFICATION TO AGREEMENT

1.1 SCOPE OF WORK

City hereby engages Consultant, and Consultant accepts such engagement, to perform the services set forth in the Scope of Services as described in Exhibit "A" attached hereto and made part of this Agreement. The Scope of Services may be mutually amended from time to time by both Parties in writing.

1.2 COMPENSATION.

The amount of compensation paid by City to Consultant for the work identified in Exhibit "A" shall not exceed **Sixty-Nine Thousand One Hundred Fifty-Four Dollars and Ninety Cents ($69,154.90).**

2. **EFFECT OF AMENDMENTS.**
Except as expressly amended herein, all other terms and conditions of the Agreement and its Amendments, Attachments and Exhibits attached hereto shall remain in full force and effect. Without limiting the generality of the foregoing, the Agreement shall remain unchanged during the term of the Agreement as extended by Section 1 above. Furthermore, City reserves the right to augment or reduce the scope of work as City deems necessary.

3. **CALIFORNIA LEVINE ACT DISCLOSURE STATEMENT.** In accordance with California SB 1439 extended requirements under Government Code Section 84308, also known as the "Levine Act," a disclosure must be filed of political contributions totaling more than two hundred fifty dollars ($250) within the previous twelve (12) months, and for three (3) months following the date a final decision concerning a contract has been made. Therefore, the City requires that Consultant fill out the California Levine Act Disclosure Statement form available on the City website and submit it to the City Clerk's Office prior to the approval of this Amendment.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment No. 1 to be executed and attested by their respective officers hereunto duly authorized.

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

Dated: 8/20/2025

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raúl F. Salinas, City Attorney

GANNETT FLEMING, INC.:

By: _____
Edward Durazo, CCM, Vice President

Dated: 9.14.2025

Office of the
South Gate City Clerk

NOV 20 2025

FILED

2:20pm

Item No. 12

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **November 25, 2025**

Originating Department: **Public Works**

Department Director: Arturo Cervantes ***City Manager:*** Rob Houston

SUBJECT: AMENDMENT NO. 1 TO CONTRACT NO. 2023-111-CC WITH W.G. ZIMMERMAN ENGINEERING, INC., FOR TRAFFIC SERVICES

PURPOSE: To approve Amendment No. 1 to the Agreement for Traffic Engineering and Staff Augmentation Services with W.G. Zimmerman, to provide support to the Traffic Engineering Section.

RECOMMENDED ACTION: The City Council will consider:

a. Approving Amendment No. 1 to Contract No. 2023-111-CC with W.G. Zimmerman Engineering, Inc., to provide traffic engineering and staff augmentation services for an additional one-year term, for an amount not to exceed $170,000; and
b. Authorizing the Mayor to execute Amendment No.1 to Contract No. 2023-111-CC in a form acceptable to the City Attorney.

FISCAL IMPACT: There is no impact on the General Fund. Amendment No. 1 to Contract No. 2023-111-CC is in the amount of $170,000 and will be funded as summarized below.

Agreement	CIP and LR Funds	Development Fees	Encroachment Permit Funds	Total
Contract No. 2023-111-CC (Year 1)	$130,000	$20,000	$20,000	**$170,000**
Contract No. 2023-111-CC (Year 2)	$130,000	$20,000	$20,000	**$170,000**
Amendment No. 1 (Year 3)	*$130,000*	*$20,000*	*$20,000*	***$170,000***
Total	**$390,000**	**$60,000**	**$60,000**	**$510,000**

ANALYSIS: The City Transportation and CIP Division Manager oversees the Traffic Engineering Section as well as Capital Improvement Project Engineers in the Engineering Division. He is responsible for Capital Improvement Program project management, development, and the Public Works counter operations, in addition to performing traffic engineering functions. Under Contract No. 2023-111-CC, and to meet City and customer demands for service, the Public Works Department (Department) utilizes staff augmentation services for traffic engineering and support. Given the current demand, staff is in need of 20 hours of weekly service from a qualified Traffic Engineer to support traffic service requests and CIP projects, development and encroachment permit reviews and plan check, as well as special

projects that may arise. Such provides the resources to complete the necessary reviews, in a timely fashion, to avoid delays.

On August 8, 2023, the City Council approved Contract No. 2023-111-CC with W.G. Zimmerman Engineering, Inc. in the amount of $340,000. The two-year contract, with an option for a one-year extension, provides traffic engineering and related technical services to support the City's roadway network. Amendment No. 1 extends these services for an additional 12 months, on an as-needed basis and billed at approved hourly rates, in the amount of $170,000.

BACKGROUND: The City operates an extensive roadway network that provides access to local and regional destinations. With approximately 125 miles of roadway, South Gate experiences millions of vehicle trips annually. The General Plan's Mobility Element establishes goals to reduce congestion, improve mobility and safety, and enhance transit and bicycle facilities. The Public Works Department is primarily responsible for achieving these goals through the planning, design, construction, operation, and maintenance of the City's roadway infrastructure. To fulfill these responsibilities and ensure compliance with federal, state, and local regulations, the Traffic Engineering Section relies on specialized consulting services. Accordingly, the City requires ongoing traffic engineering support to assist the Engineering Division in managing the roadway network.

W.G. Zimmerman Engineering, Inc. has successfully provided traffic engineering support to the City for the past two years. The original contract was awarded through a competitive selection process in which W.G. Zimmerman Engineering, Inc. received the highest ranking based on the established evaluation criteria. This amendment seeks to extend the contract for an additional one-year term to ensure continuity of services.

ATTACHMENTS: A. Proposed Amendment No. 1
B. Contract No. 2023-111-CC*

*Each document is available for review through the Office of the City Clerk

CDH:lc

AMENDMENT NO. 1 TO CONTRACT NO. 2023-111-CC FOR TRAFFIC ENGINEERING AND STAFF AUGMENTATION SERVICES BETWEEN THE CITY OF SOUTH GATE AND W.G. ZIMMERMAN ENGINEERING, INC.

This Amendment No. 1 to Contract No. 2023-111-CC for Traffic Engineering and Staff Augmentation Services ("Amendment No. 1") is made and entered into on November 25, 2025, by and between the City of South Gate, a municipal corporation ("City"), and W.G. Zimmerman, Inc., Inc. a California corporation ("Consultant"). City and Consultant are sometimes hereinafter individually referred to as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, on August 8, 2023, the City Council approved Contract No. 2023-111-CC with Consultant ("Agreement") for Professional Services for Traffic Engineering and Staff Augmentation Services, in the amount of Three Hundred Forty Thousand Dollars ($340,000); and

WHEREAS, the Agreement allows for a one year extension with approval of the City Council.

WHEREAS, the City and Consultant desire to execute Amendment No. 1 to the Agreement extending the term for one year to August 8, 2026, in an amount not to exceed **One Hundred Seventy Thousand Dollars ($170,000)**, for services identified in the Exhibit A (of original agreement) attached hereto, under the terms and conditions of the Agreement, bringing the aggregate total of the Agreement and Amendment No. 1 to a total sum of **Five Hundred Ten Thousand Dollars ($510,000)**.

NOW, THEREFOR, the Parties hereby agree as follows:

1. MODIFICATION TO AGREEMENT

1.1 SCOPE OF WORK

City hereby engages Consultant, and Consultant accepts such engagement, to perform the services set forth in the Scope of Services as described in Exhibit "A" attached hereto and made part of this Agreement. The Scope of Services may be mutually amended from time to time by both Parties in writing.

1.2 COMPENSATION.

The amount of compensation paid by City to Consultant for the work identified in Exhibit "A" shall not exceed **One Hundred Seventy Thousand Dollars ($170,000.00).**

2. EFFECT OF AMENDMENTS.

Except as expressly amended herein, all other terms and conditions of the Agreement and its Amendments, Attachments and Exhibits attached hereto shall remain in full force and effect. Without limiting the generality of the foregoing, the Agreement shall remain unchanged during the term of the Agreement as extended by Section 1 above. Furthermore, City reserves the right to augment or reduce the scope of work as City deems necessary.

3. CALIFORNIA LEVINE ACT DISCLOSURE STATEMENT. In accordance with California SB 1439 extended requirements under Government Code Section 84308, also known as the "Levine Act," a disclosure must be filed of political contributions totaling more than two hundred fifty dollars ($250) within the previous twelve (12) months, and for three (3) months following the date a final decision concerning a contract has been made. Therefore, the City requires that Consultant fill out the California Levine Act Disclosure Statement form available on the City website and submit it to the City Clerk's Office prior to the approval of this Amendment.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment No. 1 to be executed and attested by their respective officers hereunto duly authorized.

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

Dated: _____

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raúl F. Salinas, City Attorney

W.G. Zimmerman Engineering, Inc.:

By: _____
Bill Zimmerman, Principal/CEO

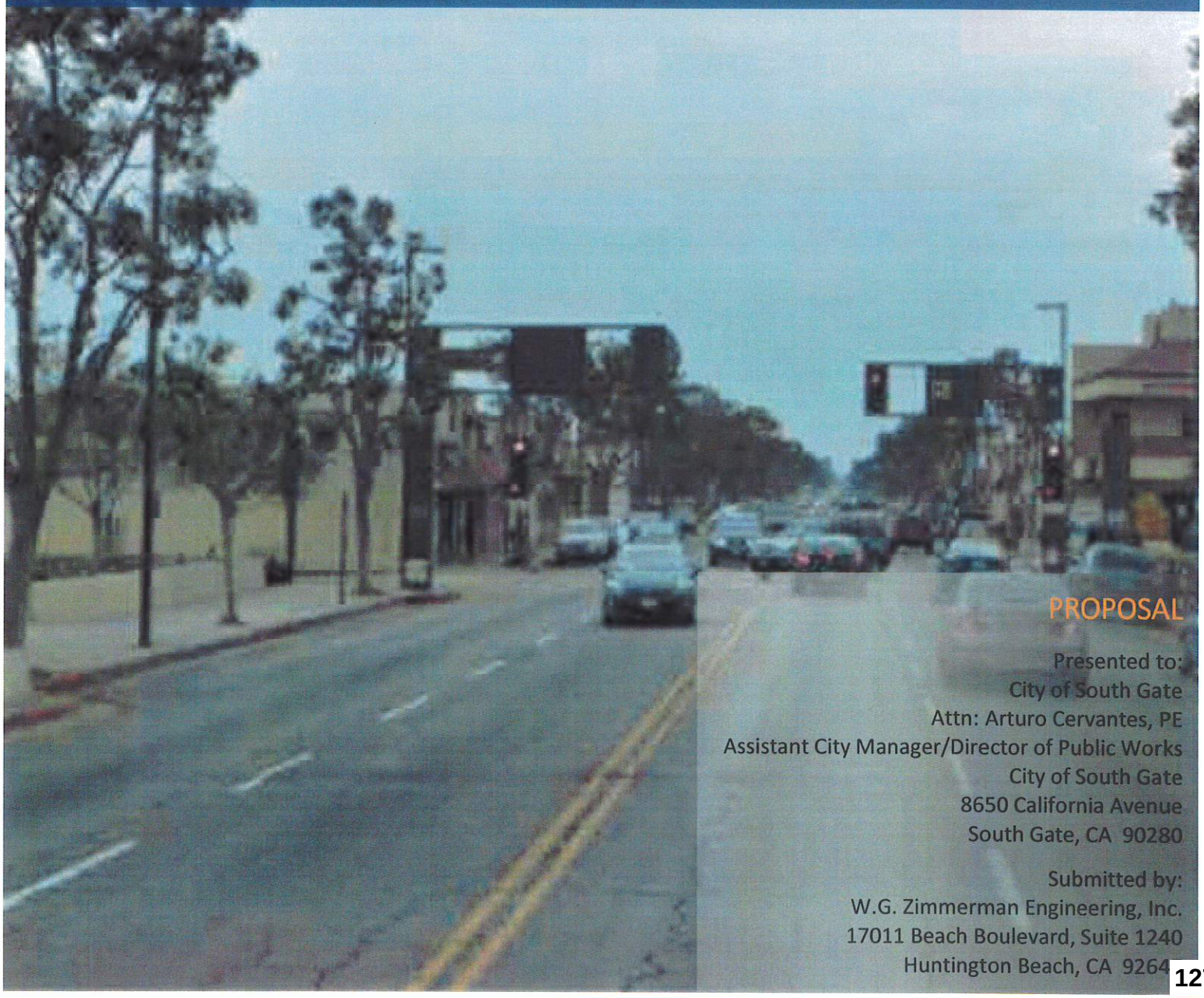
Dated: _____

City of South Gate

Public Works Department

Request for Proposals for Traffic Engineering and Project Management Services

June 1, 2023



PROPOSAL

Presented to:
City of South Gate
Attn: Arturo Cervantes, PE
Assistant City Manager/Director of Public Works
City of South Gate
8650 California Avenue
South Gate, CA 90280

Submitted by:
W.G. Zimmerman Engineering, Inc.
17011 Beach Boulevard, Suite 1240
Huntington Beach, CA 9264

June 1, 2023

City Clerk's Office
ATTN: Arturo Cervantes, PE
Assistant City Manager/Director of Public Works
City of South Gate
8650 California Avenue
South Gate, CA 90280

Subject: Request for Proposal for Traffic Engineering and Project Management Services

Dear Mr. Cervantes:

We at W.G. Zimmerman Engineering Inc. (WGZE) are very excited to submit our proposal to provide Traffic Engineering and Project Management Services to the City of South Gate. This enthusiasm will continue as we perform work for the City of South Gate. We are a "S" Corporation, as well as a certified **Small Business Enterprise (SBE)** by the State of California, and a full-service Transportation/Traffic/Civil Engineering firm, recognized by Local, State, and Federal Agencies for providing quality professional engineering services.

As a focused and solely public-agency-serving civil and transportation engineering firm established in 1995, our company's mission is ***"To provide civil, transportation, and traffic engineering services as well as project management and staff augmentation services to assist public agencies achieve their goals".*** We are uniquely qualified to provide the City of South Gate Traffic Engineering and Project Management Services since we have real and relevant experience directly applicable to this service.

Our experience is very diverse, we have served as contract City Traffic Engineers, City Engineer, Interim Public Works Directors, City Project Managers, Staff Support, and City Construction Inspectors.

As the proposed Traffic Engineer, I bring over 30 years of traffic and transportation experience to the City of South Gate. My experience includes acting as the City Traffic Engineer for the cities of Signal Hill, La Mirada, and Seal Beach as well as the Interim City Engineer for the City of Norwalk.

Please address all correspondence concerning this proposal and items requiring contractual authority to my attention at the following address:

Bill Zimmerman, PE, TE, PTOE
President / CEO
Cell: 714-412-1597
E-mail: wgzimmerman@wgze.com

W.G. Zimmerman Engineering, Inc.
7812 Edinger Avenue, Suite 302
Huntington Beach, CA 92647
714-799-1700 | 714-333-4712 fax

I am the authorized signature to contractually bind of W.G. Zimmerman Engineering. We look forward to discussing our qualifications in person. If you have any questions, please do not hesitate to contact me at 714-799-1700 ext. 100.

Respectfully submitted,
W.G. Zimmerman Engineering, Inc.,

Bill Zimmerman, PE, TE, PTOE
President

Table of Contents

1 – COMPANY OVERVIEW 1
1.1 History and Structure 1
1.2 Financial Status 1
2 – FIRM QUALIFICATION AND EXPERIENCE 2
2.1 Firm's Experience 2
2.2 Similar Work Experience 2
2.3 Relevant Project Experience 3
2.4 Project References 6
3 – PROJECT STAFFING AND ORGANIZATION 7
3.1 Project Manager / Firm Representative 7
3.2 WGZE Staff 8
3.3 Staff Availability and Resumes 8
4 – PROJECT APPROACH 11
4.1 Tasks Associated with Capital Improvement Projects (CIP) 11
4.2 Tasks Associated with Traffic Operations and Analysis 12
4.3 Tasks Associated with Traffic Safety 13

1 – COMPANY OVERVIEW

W.G. Zimmerman Engineering, Inc. (WGZE) is a certified Small Business Enterprise (SBE) specializing in full-service traffic / civil / transportation engineering since the company's inception in 1995. The company's mission is: "***To provide quality traffic, transportation and civil engineering services to local agencies, using community safety and satisfaction as our measures of success.***" WGZE specializes in:

- Traffic / Transportation Engineering
- Civil Engineering
- Municipal Engineering
- Project Management
- Staff Augmentation
- Funding Management

Since the firm's inception, WGZE has or currently provides on-call civil/traffic/transportation services to various Southern California which include the cities of: La Mirada, Signal Hill, Norwalk, Downey, Thousand Oaks, Mission Viejo, Seal Beach, Stanton, Orange County Transportation Authority (OCTA), Western Riverside Council of Governments (WRCOG). The firm's founder, Bill Zimmerman, brings over 30 years of experience to the City. His experience includes working with various agencies for Contract City Traffic Engineer, roadway and intersection widenings, roadway reconstruction, off/on-ramp design, regional traffic signal coordination, traffic signal design, fiber optic communication design, traffic signal management systems, traffic control, signing and striping plans, and funding management.

1.1 History and Structure

The Company was established in 1995 as a Sole Proprietorship and formalized as an "S" Corporation in 1999 in the State of California. Our contact information is provided below:

Corporate Offices:
W.G. Zimmerman Engineering, Inc.
Firm President / CEO: Bill Zimmerman, PE, TE, PTOE
7812 Edinger Avenue, Suite 302
Huntington Beach, CA 92647
Phone: 657-845-9500 direct line | Fax: 714-333-4712
Email: wgzimmerman@wgze.com
Website: www.wgze.com

WGZE is certified as a **Small Business Enterprise (SBE)** by the State of California and various California Agencies including the LACMTA, Port of Long Beach, OCTA, and Caltrans. The firm's founder, Mr. Bill Zimmerman is a licensed Civil and Traffic Engineer. His experience in providing On-Call Engineering Services will be an asset to the City of South Gate. Our current staff level is comprised of 10 employees ranging from engineers, technicians, and administrative staff members.

1.2 Financial Status

W.G. Zimmerman Engineering, Inc. is a financially stable company with twenty-eight years (28) of providing civil, and traffic / transportation engineering solutions to local agencies. The firm credits its financial strength through our implemented project management program to track budgets and deliverables.

2 – FIRM QUALIFICATION AND EXPERIENCE

2.1 Firm's Experience

W.G. Zimmerman Engineering has provided "On-Call" and Project Specific Consulting Services to local agencies. We have an outstanding reputation for immediately responding to agency issues or emergencies such as traffic signal systems, legal depositions, neighborhood and community meetings, neighborhood traffic management programs, traffic safety and commission meetings, and funding assistance. W.G. Zimmerman Engineering, Inc. offers the following services:

Traffic Engineering	• Contract Traffic Engineer • Traffic Impact Studies • Traffic Studies • Traffic Signal Timing • Corridor Signal Coordination • Traffic Signal/System Design • Signing and Striping • Traffic Control • Interagency Coordination	**Transportation Engineering**	• Feasibility Studies • Transportation Planning • Neighborhood Traffic Calming • Concept Alignments • Street Planning • Intersection Improvements • Roadway Widening • Freeway Ramp Design • Grade Separations (roadway)
Intelligent Transportation Systems	• Traffic Signal Systems Management • Master System Interface Design • F/O Communication Design • TP Communication Design • Field Controller Design • CCTV / VIDS Design • TMC Design • ITS Feasibility Design • Consultant Management	**Municipal Engineering**	• Agency Coordination • Water and Waste Water Systems • Development Plan Reviews • Drainage Systems • Hydrology Analysis • Low Impact Design (LID) • Project Management • Construction Management • Funding Obligation/Management

2.2 Similar Work Experience

The WGZE Team is uniquely qualified to provide On-Call Traffic Engineering Services to the City of South Gate. As Contract Traffic Engineers for local agencies, we are responsible for traffic signals and maintaining traffic signal systems, signal timing, traffic studies, warrant analysis, traffic calming programs, bikeways, parking lots, municipal projects, public workshops, community meetings, roadway and intersection design, funding management, Caltrans coordination, plan review for development projects, traffic impact analysis reviews, traffic impact analysis reports, project management, and construction management and utility coordination. Since we work directly for cities as traffic engineers, we have firsthand knowledge of the potential issues which allows us to quickly respond with solutions to any possible problem that might occur. Since our work is entirely with local agencies, we understand the commitment to the City of South Gate in protecting public health and safety.

WGZE On-Call Traffic Engineering Clients
La Mirada
Mission Viejo
Seal Beach
Signal Hill
WRCOG
Downey

2.3 Relevant Project Experience

The following lists of projects are a selected listing of similar projects and do not represent the full capabilities of W.G. Zimmerman Engineering.



TRAFFIC ENGINEERING SERVICES

SIGNAL HILL, CA

Serves as City Traffic Engineer and as-needed traffic engineering services which include: city-wide signing and striping plans, speed zone studies, traffic studies, plan and study review, development coordination, traffic signal plans, roadway alignment plans, traffic signal coordination and timing plans, Caltrans Coordination, city representative, Federal and State grant funding applications, and grant funding management.

- Traffic Signal Timing and Coordination
- Traffic Signal Communication Design
- Discovery Park Parking Analysis
- City-wide Circulation Analysis
- City-wide speed survey (2004, 2009, 2016, 2021)
- 23rd Street One-way to Two-way Street Conversion
- Traffic Control Plan Review
- Traffic Studies Review including VMT Analysis
- Support for Neighborhood Traffic Claiming

OWNER NAME
City of Signal Hill
2175 Cherry Avenue
Signal Hill, CA 90755

CONTACT
Thomas Bekele, PE
Director of Public Works
562-989-7355
tbekele@cityofsignalhill.org

YEAR
2004 – Present

KEY STAFF
Bill Zimmerman
Christopher Cordero
Michael Brust
Antonio Magaña
Jonathan Bui



ON-CALL TRAFFIC ENGINEERING SERVICES

SEAL BEACH, CA

Our On-Call Traffic Engineering Services includes; represent the City as Traffic Engineer, traffic engineering, municipal engineering, traffic studies, City-Wide Speed Zone Studies, traffic signal management, stop sign warrants, traffic calming programs, traffic signal warrants, funding application/management, Consultant Management, City Council and Planning Commission attendance, and public forum/workshop attendance.

- College Park West Neighborhood Traffic Calming
- McGaugh Elementary School Traffic Calming
- Safety Investigation and analysis
- Ocean Avenue Boardwalk Bike/Pedestrian Facility Signing and Striping
- Rossmoor Shopping Center Development
- Bixby Retail Development
- 4th Street and Central Avenue Traffic Circle
- 5th Street and Marina Drive Roundabout
- Gateway Commercial Development
- PCH and 2nd Street Development Mitigation Measures
- Beach Parking Analysis

OWNER NAME
City of Seal Beach
211 8th Street
Seal Beach, CA 90740

CONTACT
Iris Lee, PE
Director of Public Works
562-431-2527 x 1322
ilee@sealbeachca.gov

YEAR
1996 - Present

Key Staff
Bill Zimmerman
Christopher Cordero
Michael Brust
Antonio Magaña
Jonathan Bui



ON-CALL TRAFFIC ENGINEERING

LA MIRADA, CA

Serves as City Traffic Engineer and as-needed engineering services which include: city-wide signing and striping plans, speed zone studies, traffic studies, plan and study review, development coordination, traffic signal plans, roadway alignment plans, traffic signal coordination and timing plans, Caltrans Coordination, city representative, Federal and State grant funding applications, project and grant funding management.

Projects:

- Imperial Highway Corridor Traffic Signal Update at First Street and Biola Avenue
- Ratliff Street and Woodridge Avenue Stop Sign Warrant
- Mayes Drive and Golden Lantern Road Traffic Calming Analysis
- Rosecrans Avenue and Castello Road Sight Distance Analysis
- Firestone Boulevard Striping Plan

OWNER NAME
City of La Mirada
15515 Phoebe Avenue
La Mirada, CA 90638

CONTACT
Mark Stowell, PE
Director of Public Works
562-902-2385
mstowell@cityoflamirada.org

YEAR
2022 - Present

Key Staff
Bill Zimmerman
Christopher Cordero
Michael Brust
Antonio Magaña
Jonathan Bui

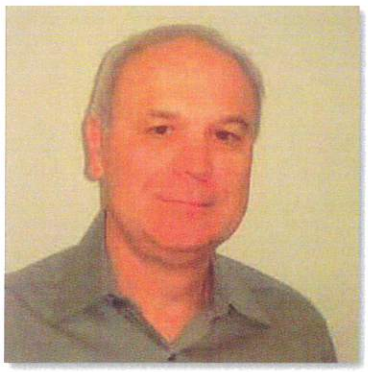
2.4 Project References

Provided below are W.G. Zimmerman Engineering, Inc. Agency References. Additional references are available.

W.G. ZIMMERMAN ENGINEERING, INC. REFERENCES			
Agency	**Contact**	**Telephone / E-Mail**	**Description of Services**
City of Norwalk	Glen W.C. Kau, City Engineer	(562) 929-5719 gkau@norwalkca.gov	Interim City Engineer Services
City of Downey	Edwin Norris, Interim Public Works Director	(562) 904-7109 enorris@downeyca.org	On-Call Civil & Traffic Engineering Services
City of Signal Hill	Thomas Bekele, Director of Public Works	(562) 989-7356 tbekele@cityofsignalhill.org	On-Call Civil & Traffic Engineering Services
City of Seal Beach	Iris Lee, Director of Public Works	(562) 431-2527 x 1321 ilee@sealbeachca.gov	On-Call Civil & Traffic Engineering Services
City of La Mirada	Mark Stowell, Director of Public Works	(562) 902-2385 mstowell@cityoflamirada.org	On-Call Traffic Engineering

3 – PROJECT STAFFING AND ORGANIZATION

3.1 Project Manager / Firm Representative



W.G. Zimmerman Engineering's Project Manager and Firm Representative will be Mr. Bill Zimmerman, PE, TE, PTOE. He has over 30 years of experience in providing on-call services to local agencies. Recently, Mr. Zimmerman served as the Interim City Engineer for the City of Norwalk over the past 5 Years. As the City Engineer, he was responsible for managing the CIP from Design to Construction. These projects included the roadway widenings, intersection widenings, pavement rehabilitation program, traffic signal upgrades and operations, METRO funding, and ROW acquisitions.

Extensive Local Experience with Public & Private Clients

His on-call experience includes working with the cities of Norwalk, Downey, Pasadena, South Pasadena, La Mirada, Long Beach, Cypress, Signal Hill, Seal Beach, Westminster, Garden Grove, Newport Beach, Irvine, Anaheim, Fullerton, Yorba Linda, Mission Viejo, Lake Forest, Norco, Lake Elsinore, and Chino. In addition, the Los Angeles Flood Control District, Orange County Flood Control district, OCTA, METRO, WRCOG, and Norwalk Transit. Many of these on-call contracts included roadway design, traffic signal design, turn-out bays, storm drain facilities, ROW acquisition, funding, and staff support.

Project Management Style

Mr. Zimmerman began his career designing and producing bid documents for traffic signals, freeways, roadways, storm drain systems, water and sanitary sewer systems, and construction inspections. This experience has given him a strong knowledge base on managing projects from a state, federal, and local level. As a Project Manager, he is "Hands-on" and is intimately involved in the project design, including lending a hand in the design, writing specifications, and developing cost estimates. His belief is that the more information provided to staff, the better the project understanding and the better quality of product.

Recent Relevant Work

Currently, Mr. Zimmerman serves as the "As-Needed" City Traffic Engineer to the cities of Signal Hill and Seal Beach and previously served as interim City Engineer to the City of Norwalk along with providing staff support to various Southern California Agencies on an "As-Needed" basis. In addition, he is providing design review to Orange County Transportation Authority, Western Riverside Council of Governments, Seal Beach (OC405 Freeway Widening), and development projects within Signal Hill and Mission Viejo; as well as, support to the City of Norwalk.

3.2 WGZE Staff



Mr. Christopher Cordero, PE will represent the W.G. Zimmerman Engineering Team as the *Senior Project Engineer* for this contract. Mr. Cordero has over twenty years of experience in civil, transportation, traffic, and municipal engineering projects. He has worked on a variety of roadway rehabilitation projects, bikeways (Class I and II), intersection widening, roadway widening, drainage projects, and traffic related projects. His experience includes; pavement design, signing and striping plans, traffic staging plans, bridges, retaining walls, hydrology and hydraulic reports, drainage design, intersection widening, traffic signal operations, traffic signal design, and Caltrans PS&E.



Mr. Michael Brust will be the WGZE Team's *Project Engineer*. Mr. Brust has over 7 years of experience as a Project Engineer at WGZE. Projects he has worked on include Westminster Residential Area Improvements, Stanton Citywide Improvement Projects for fiscal years 2013-14 and 2014-15, Santa Rosalia Roadway Improvement Project for the City of Stanton, Bridge Retrofit and Roadway Improvements for the City of Huntington Beach, Survey and Legal Descriptions for Foster Channel in the City of Norwalk, provide On-Call traffic engineering assistance for the City of Signal Hill, and interim inspection services for the City of Carson.



Mr. Antonio Magaña will serve as a *Senior Design Engineer* for this contract. Mr. Magaña has 6 years of experience as a Senior Design Engineer. His projects include: traffic studies, roadway design, traffic signal plan reviews/design, and traffic synchronization project management.



Mr. Jonathan Bui, EIT will serve as a *Design Engineer* for this contract. Mr. Bui has 0.5 years of experience as a Design Engineer. His projects include: traffic studies and roadway rehabilitation.

3.3 Staff Availability and Resumes

W.G. Zimmerman Engineering proposes two Key Staff Members: Bill Zimmerman as Project Manager and Christopher Cordero as Senior Project Engineer. Michael Brust, Antonio Magaña, and Jonathan Bui will provide support as needed.

Key Staff	Role	Availability
Bill Zimmerman	Traffic Engineer	40%
Christopher Cordero	Senior Project Engineer	50%

Our project manager and all key staff assigned to this project will remain throughout the project and will not be changed during the course of the project unless otherwise approved by the City. Resumes for our key staff are provided on the following pages and highlight each team member's project role, education, licenses and certificates, fields of expertise, and relevant experience.

BILL ZIMMERMAN, PE, TE, PTOE

Traffic Engineer

Mr. Zimmerman has over 30 years of experience in transportation and municipal engineering projects. His professional experience includes highway/arterial planning and design, commuter/heavy rail planning and design, local street design, municipal engineering, transit station design, traffic management and operation systems, ITS and communication system design, and traffic studies. Mr. Zimmerman has also provided project management, project engineering, and design of several state and local highways/roadway projects. His Federal funding management experiences includes: HBRR, STPL, HES, IMD, SRTS, Seismic, Discretionary, and ARRA, HSIP, and BTA. He has served as Interim City Engineer, Public Works Director, City Traffic Engineer, and provided City Staff Support

Years with Firm: 28

Years with Other Firms: 10

Education/Training:

B.S. Civil Engineering
University of Colorado, Boulder, CO

Licenses/Certifications:

Registered Civil Engineer:

California – #48667

Registered Traffic Engineer:

California – #2254

WGZE

Project Experience

Interim City Engineer, Norwalk, CA. Interim City Engineer responsible for City Staff management, developing 8-year CIP, City representative, Funding Manger, project management, consultant management, Design Review, traffic engineering and support, CIP management. As Interim City Engineer, responsible for City issues, attending and presenting at City Council and Commission meetings, attending Public Workshops, and represent City at inter-agency meetings. In addition, responsible for seeking Federal and State funding for CIP projects from Caltrans and MTA.

Contract Traffic Engineer, Signal Hill, CA. Contract Traffic Engineer for the City. Responsibilities include: City – Wide Speed Zone Studies, project studies, traffic studies, development studies, public presentations, plan reviews, study reviews, traffic signal management, traffic signal design, Consultant Management, signing and striping plan, stop sign warrants, signal warrants, lead traffic safety committee, funding management, resident interface, neighborhood traffic calming programs, City Council and Planning Commission attendance, and public forum presentations.

Contract Traffic Engineer, Seal Beach, CA. Contract Traffic Engineer for the City. Responsibilities include: City-wide Speed Zone Studies, project studies, traffic studies, development studies, public presentations, plan reviews, study reviews, traffic signal management, traffic signal design, Consultant Management, signing and striping plan, stop sign warrants, signal warrants, funding management, resident interface, neighborhood traffic calming programs, City Council and Planning Commission attendance, and public forum presentations.

Firestone Bridge, Norwalk, CA. Project Manager for the design of the storm drain and street lighting for the widening of Firestone Bridge. Mr. Zimmerman was also responsible for the preparation of the request for authorization which included project Preliminary Engineering (PE), ROW, and Construction Obligation through Caltrans District 7 Local Assistance. The project was funded through the Highway Bridge Program (Federal).

CHRISTOPHER CORDERO, PE

Senior Project Engineer

Mr. Cordero has over fifteen years of experience in transportation, traffic, and municipal engineering projects. He has worked on a variety of roadway rehabilitation projects, bikeways (Class I and Class II), intersection widening, roadway widening, drainage projects, and traffic related projects. His experience includes pavement design, signing and striping plans, traffic staging plans, bridges, retaining walls, hydrology and hydraulic reports and computer simulations, drainage design, intersection widening, traffic signal operations, traffic signal design, and Caltrans PS&E.

Mr. Cordero has recently served as Staff Support to the City of South Pasadena providing design and plan check services. In addition, within the last few years, Mr. Cordero has provided Staff Support to the cities of Carson, South Pasadena, Costa Mesa, Lawndale, and Seal Beach.

Years with Firm: 17

Years with Other Firms: 3

Education/Training:

B.S. Civil Engineering – California State Polytechnic University, Pomona, CA

Licenses/Certifications:

Registered Civil Engineer:

California – #84651

Hawaii – #17134

WGZE

Project Experience

Jamboree Road and Barranca Parkway Intersection Improvements, Irvine, CA. Senior Project Engineer for the modification of the existing traffic signal from a split phase on Barranca Parkway to an eight-phase operation, relocation of the west signal pole, coordination with SCE for the location of the mast arms under High Voltage wires, hydrology analysis, storm drain design, and coordinate signal timing with the cities of Irvine and Tustin.

Cherry Avenue Offset Traffic Signal at 20th Street, Signal Hill, CA. Senior Project Engineer for developing concept and final construction plans for an offset intersection traffic signal. This project was federally funded through the HSIP grant program and was man dated to adhere to the federal requirements for design and construction. The traffic signal is located adjacent to Jesse Nelson Middle School and provides two separate school crossings on Cherry Avenue. Coordination with the City of Long Beach was required to develop signal timing.

Woodruff and Via Amorita High-Intensity Activated Crosswalk (HAWK) Beacon, Downey, CA. Project Engineer for the design of a HAWK traffic signal (HSIP Grant) adjacent to Doty Middle School. To determine the pedestrian walk interval a pedestrian study was conducted to determine the number of students within a platoon crossing Woodruff Avenue. Timing was then developed and entered into the controller utilizing HAWK software developed by Wapiti Micro Systems. The project included traffic counts, timing, signal design, ADA ramps, SCE coordination, and Caltrans Request for Authorization coordination for construction.

Huntington Beach Bridges sub to Biggs Cardosa Associates, Huntington Beach, CA. Senior Project Engineer for the rehabilitation of the pavement, sidewalks, utility relocation, and curb and gutter for five (5) bridges (Warner Avenue, Brookhurst Street, Magnolia Street, Admiralty Drive, Humboldt Drive) within the City. In addition, the project required stage construction to manage the ingress and egress of traffic from the adjacent neighborhoods. Traffic control included designing temporary traffic signals to allow one-way traffic during construction.

4 – PROJECT APPROACH

We at W.G. Zimmerman Engineering have served as the City Contract Traffic Engineer to various Southern California Agencies as well as staff augmentation includes serving as City Engineer, Interim Public Works Director, Senior Civil Engineer, Associate Engineer, Assistant Engineer, and Inspector. This experience provides the City of South Gate with a team well versed in City operations and protocols, and a thorough understanding of City internal operations.

4.1 Tasks Associated with Capital Improvement Projects (CIP)

As Staff Augmentation and Traffic Engineers to local agencies, our services included managing the City CIP. We have two approaches to Engineering CIP projects;

1. Small and fast turnaround projects are coordinated with City Staff and performed in-house (City staff, WGZE staff, or a combination)
2. Larger projects with outside funding resources are either selected though an "On-Call" Services or through a Project RFP process (depends on funding type).

Projects are selected based upon funding fiscal year or sources and/or available funding. As the City Engineer in the City of Norwalk, we were able to reduce a 7-year backlog using this methodology.

Project Plans – Project plans will be developed using the most current City, County of Riverside, Caltrans, APWA, or other source(s) criteria. Criteria varies based upon the funding type. For the most part, Caltrans and California Manual for Uniform Traffic Control Devices (CA MUTCD) standard plans and manuals are used for traffic signals, striping and signing, lighting, and other traffic related projects.

Manage Design Consultants – Since we have design experience, our management and plan reviews for the project focus on the constructability of the project within the project timelines. We know how long each task shall take to complete along with the critical elements of the project. We encourage the designers to meet the designated due dates and ensure timely reviews by the City to keep the project on track. Our methodology served the cities of Signal Hill and Norwalk to meet critical funding deadlines.

Design Coordination – The key to project design is utility coordination. This has to occur at the beginning, midway, and near the final project plan completion. Emphasis is applied to whether the utility has prior rights or in franchise. If under franchise, thought must be given to the utility relocation timeline and the impact to the construction schedule. Many projects cross jurisdictional boundaries. Caltrans and flood control districts are two agencies that must be included early on in the design process. Coordination meetings will be set prior to the start of projects. It will be an all hands meeting with all identified agencies and utilities. As the project progresses, many of the agencies will drop off due to no conflicts or issues addressed early on.

Prepare and Review Detour, Traffic Control, and Construction Staging Plans – Plans will be based upon project needs, adjacent arterials to move traffic without impacting residents, and construction needs. These construction plans will follow the CA MUTCD, Caltrans, and APWA criteria.

As City Traffic Engineers to local agencies, we have developed alternatives based upon public, staff, and political bodies comments. The KEY difference with WGZE is that we listen to the community. We collect information and comments, then prepare a response to each based upon traffic engineering principles and standards. Our presentation is based upon years serving as City Traffic Engineers to local agencies. This includes key buzz word avoidance, present in layman terms, and provide reasonable responses in a non-confrontational manner.

Funding – We have been successful with well over $50 million to local agencies for project funding including Federal, State, County, and other program funding. In addition, we are well experienced in funding management for eligible and ineligible expenses. We have secured funding for the following agencies: Downey, Norwalk, Signal Hill, Seal Beach, Rancho Mirage, Cerritos, Lake Elsinore, Brea, and Irvine.

Caltrans Support Documents – We have worked with Caltrans on behalf of Local Agencies for Encroachment Permits, and other State mandated documents. Our experience includes District 8 - San Bernardino/Riverside, 7 – Los Angeles, 11 – San Diego, and 12 – Orange County.

4.2 Tasks Associated with Traffic Operations and Analysis

Traffic Impact Report and Traffic Feasibility Studies and Reports – Review and preparation of studies and reports will follow the City's criteria. Caltrans has a standard format for these types of studies and reports. All other studies will follow the City and the Institute for Transportation Engineer's (ITE) criteria.

Transportation Demand Modeling – Transportation Demand Modeling will follow the criteria set up by SCAG, County, and WRCOG.

Traffic Signal Synchronization and Simulation Models – WGZE manages the County-Wide corridor synchronization program for OCTA. Additionally, we perform these types of models for agencies that we are Contract Traffic Engineers. We use SYNCHRO and SimTraffic software. The software provides information to upgrade signal timing plans corridor timing enhancements, including cycle lengths to optimize peak period traffic movement and change in Level of Service. We use a combination of floating car and GPS related software for the before and after studies. Both the SYNCHRO and SimTraffic provide detailed information to address roadway and intersection delay, capacity, and origin and destination studies.

Conceptual Designs – Conceptual designs such as roundabouts will be designed based on criteria presented by the TRB, FHWA, and Caltrans. Our approach to such designs shall consider existing traffic patterns, pedestrian/bicycle movements, available right-of-way, accommodating truck/emergency vehicle turning movements/access, and drainage. SYNCHRO will be used to model the design to review traffic operations as well as assess the design for possible improvements.

Roadway Reconfiguration and Alternatives – Since we are well versed in civil engineering design, we understand how the traffic operations and roadway design fit together to enhance through put and increase capacity. Using SYNCHO as a design tool allows us to quickly assess each alternative for optimal operations.

Parking Demand Studies – ITE Parking Generation manual and Urban Land Use Shared Parking manual to determine parking demand for projects. For existing facilities, we use Counts Unlimited to collect parking occupancy daily and weekends. Then data is compared to both manuals to determine a parking demand factor. This factor is used as a reference for any potential or reuse development. The results of these studies provide a range of reasonable parking demand. This is then compared to the development attraction. An example would be a park expansion without any new amenities versus a park with upgraded or additional amenities. The attraction would be higher for the later causing additional parking demand.

4.3 Tasks Associated with Traffic Safety

City-wide traffic safety is a concern to the residents, City Council, and the Police Department. Through our services to local agencies as traffic engineers, we have the experience to address safety concerns and provide creative solutions. The CA MUTCD requires engineering studies to be performed on any safety enhancements related to roadways. It also sets the criteria for the studies. The purpose of these studies is to identify the actual safety problem and recommend solutions that are approved by the CA MUTCD as traffic control devices.

Following this methodology ensures the City is insurable and provides a legal basis for the installation of any safety measures.

The CA MUTCD recommends quantifiable engineering judgement for the development of public traffic control devices installation. We follow these recommended study components in our study and evaluation of safety concerns. Our process is provided below:

- Data Collection: traffic and pedestrian (including bike) counts, speed data, accident history, exiting roadway geometry, existing signing and striping, and other relevant information focused on the safety concern.
- Field Review: conduct field review with photographs
- Evaluation and Analysis of the Data
- Develop safety enhancements and measures.
- Prepare Traffic Memorandum.
- Present findings in a public forum.

City Traffic Engineering Services – Since we have served as City Traffic Engineers from 1995 to present for the cities of Signal Hill, La Mirada, Seal Beach, Mission Viejo, Norco, and Lawndale, we provide the City of South Gate with a City experienced Traffic Engineer well versed in communicating with the public, pollical bodies, and representing agencies at public functions.

We provide support to the city for litigation regarding health and safety for litigation, but we also assess the City's infrastructure and recommend safety enhancements. Additionally, we seek various types of funding to support these recommendations including Federal, State, and County programs.

WGZE

W.G. Zimmerman Engineering, Inc.

7812 Edinger Avenue, Suite 302
Huntington Beach, CA 92647
714-799-1700 | 714-333-4712 f



21

W.G. Zimmerman Engineering, Inc.

City of South Gate Billing Rate Schedule

Classification	Rate
Project Manager/Traffic Engineer (Registered)	$ 190.00/Hr
Senior Project Engineer (Registered)	$ 170.00/Hr
Project Engineer	$ 155.00/Hr
Senior Design Engineer	$ 130.00/Hr
Design Engineer	$ 125.00/Hr
Administration/Office Support	$ 95.00/Hr

Non-Labor Expenses

Printing	Cost plus 5%
Reproduction (Blue lines)	Cost plus 5%
Other Expenses (such as sub-consultants, outside services or special equipment needs)	Cost plus 5%

*Rates will be valid for the duration of the contract.

WGZE
7812 Edinger Avenue, Suite 302, Huntington Beach, CA 92647
T: 714-799-1700 | F: 714-333-4712 | www.wgze.com

Item No. 13

Office of the
South Gate City Clerk

NOV 20 2025
FILED
2:20pm

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of **November 25, 2025**
Originating Department: **Public Works**

Department Director: *Arturo Cervantes* ***City Manager:*** *Rob Houston*

SUBJECT: AMENDMENT NO. 1 TO CONTRACT NO. 2025-10-AC WITH NV5, INC. FOR ADDITIONAL DESIGN SERVICES AND CONSTRUCTION SUPPORT SERVICES FOR THE SOUTH GATE POLICE DEPARTMENT FOR HEATING, VENTILATION AND AIR CONDITIONING (HVAC) REPLACEMENT, CITY PROJECT NO. 667-GEN

PURPOSE: The South Gate Police Department Detention Center requires replacement of its aging air-handling system with a new HVAC system to improve air quality and temperature control. NV5, Inc., the project's design consultant and engineer of record, must remain involved during construction to ensure compliance with approved design standards. This amendment authorizes NV5, Inc. to provide additional design services and construction support services, including review of submittals, responses to RFIs, and preparation of supplemental technical details.

RECOMMENDED ACTIONS: The City Council will consider:

a. Approving Amendment No. 1 to Contract No. 2025-10-AC with NV5, Inc. to provide additional design services and comprehensive construction support services for the SGPD HVAC Replacement Project, City Project No. 667-GEN, in an amount not to exceed $40,000; and
b. Authorizing the Mayor to execute Amendment No. 1 to Contract No. 2025-10-AC in a form acceptable to the City Attorney.

FISCAL IMPACT: Amendment No.1 to Contract No. 2025-10-AC is in the amount of $40,000 and it will be funded with General Funds budgeted in the Fiscal Year 2025/26 Capital Improvement Program (FY 2025/26 CIP). The project is fully funded with $1.5 Million in budgeted General Funds.

ANALYSIS: The HVAC Project is scheduled to begin construction in January 2026, with an anticipated duration of six months. To prepare for construction, additional funding is required both to fully fund additional design services that were needed to finalize the design phase and to ensure the design consultant remains fully engaged throughout construction.

NV5, as the design consultant, completed additional work in the amount of $1,000 that was not included in the original contract but was necessary to finalize the design and construction

documents. Additionally, NV5 must remain involved during construction to ensure the project is built in accordance with the approved plans and specifications and to address field-related issues as they arise. To support this effort, $39,000 is needed to fund construction support services, including review of contractor submittals, responses to Requests for Information (RFIs), and preparation of supplemental structural, electrical, and mechanical details required during construction.

Accordingly, the Department of Public Works, Engineering Division, recommends approval of this professional services amendment. Amendment No. 1 to Contract No. 2025-10-AC is in the amount of $40,000. The amount was determined based on actual cost of the additional design services and the anticipated level of effort required for construction support services. Funding for Amendment No. 1 will be provided from General Funds budgeted in the Fiscal Year 2025/26 Capital Improvement Program (CIP).

BACKGROUND: The South Gate Police Department Detention Center is currently equipped with an aging air-handling system that provides warm air through the existing boiler unit and relies on unconditioned outside air for ventilation. The system does not provide air conditioning. During the summer months, indoor temperatures within the Detention Center can exceed 80 degrees, creating uncomfortable working conditions for staff and resulting in frequent complaints from inmates. The current system has also become increasingly difficult to maintain due to outdated components and limited availability of replacement parts.

The HVAC Project is included in the Fiscal Year 2024/25 Capital Improvement Program. The purpose of the project is to replace the existing air-handling unit with a new, energy-efficient HVAC system capable of providing both heating and cooling as needed to maintain proper air circulation, temperature, and comfort levels within the Detention Center. The scope of work includes the removal and replacement of the existing system, installation of new ductwork and controls, and associated electrical, mechanical, and plumbing improvements. Renovation of other areas within the South Gate Police Station will be addressed in a future phase as funding becomes available.

On January 20, 2025, the City Manager administratively awarded a professional services contract to NV5, Inc., one of the City's on-call engineering firms, to design the new HVAC system for the South Gate Police Department Detention Center in an amount not to exceed $49,650. However, after the contract approval, the City requested the addition of 2 detention cells to be added into the design of the Detention Center. As such, the design work began in April 14, 2025, and was completed in 6 months, resulting in a fully permitted set of construction documents and technical specifications.

Construction is scheduled to begin in January 2026, with an anticipated duration of approximately six months. Because NV5, Inc. is the engineer of record, their continued involvement is required during the construction phase to ensure that the work complies with the approved design and technical standards. Construction support services will include responding to contractor Requests for Information (RFIs), reviewing and approving submittals, preparing supplemental structural, mechanical, and electrical details as needed, and providing general engineering support to address unforeseen field conditions.

Amendment No. 1 to Contract No. 2025-10-AC will authorize NV5, Inc. to provide additional design services and construction support services. This amendment ensures design continuity, facilitates timely resolution of construction issues, and helps safeguard the City's investment by maintaining compliance with the project's technical and regulatory requirements.

ATTACHMENTS: A. Amendment No. 1 (including Exhibit A)
B. Contract No. 2025-10-AC

ES:lc

AMENDMENT NO. 1 TO CONTRACT NO. 2025-10-AC FOR PROFESSIONAL DESIGN SERVICES BETWEEN THE CITY OF SOUTH GATE AND NV5

This Amendment No. 1 to Contract No. 2025-10-AC for Professional Design and Construction Support services ("Agreement") is made and entered into on November 25, 2025, by and between the City of South Gate, a municipal corporation ("City"), and NV5, a California corporation ("Consultant"). City and Consultant are sometimes hereinafter individually referred to as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, on January 20, 2025, the City Manager approved Contract No. 2025-10-AC with Consultant ("Agreement") relating to South Gate Police Department (SGPD) for Professional Services to prepare Load Monitoring Test and HVAC Design, City Project No. 667-GEN, in the amount of Forty-Nine Thousand Six Hundred Fifty Dollars ($49,650);

WHEREAS, City and Consultant desire to execute Amendment No. 1 to the Agreement for additional services related to the SGPD-HVAC Design and Construction Support in an amount not to exceed **Forty Thousand Dollars ($40,000)**, under the terms and conditions of the Agreement bringing the aggregate total of the Agreement, and Amendment No. 1 to **Eighty-Nine Thousand Six Hundred Fifty Dollars ($89,650).**

NOW, THEREFORE, the Parties hereby agree as follows:

1. MODIFICATION TO AGREEMENT

1.1 SCOPE OF WORK

City hereby engages Consultant, and Consultant accepts such engagement, to perform the services set forth in the Scope of Services as described in Exhibit "A" attached hereto and made part of this Agreement. The Scope of Services may be mutually amended from time to time by both Parties in writing.

1.2 COMPENSATION.

The total amount of compensation for Amendment No. 1 shall not exceed the sum of **Forty Thousand Dollars ($40,000)**, bringing the aggregate total of the Agreement, and Amendment No. 1 to the sum of **Eighty-Nine Thousand Six Hundred Fifty Dollars ($89,650).** City shall pay Consultant for its professional services rendered and reasonable costs incurred pursuant to the Agreement, and Amendment No. 1. No additional compensation shall be paid for any other expenses incurred unless first approved by the City Manager.

1.2.1 No payment made hereunder by City to Consultant, other than the final payment, shall be construed as an acceptance by City of any work or materials, nor as evidence of satisfactory performance by the Consultant of

its obligations under this agreement.

1.2.2 The Consultant shall submit to the City a bill of services within 15 calendar days after the end of each month. The City shall pay the Consultant within forty-five (45) days of receipt of this invoice.

1.3 TERM OF AGREEMENT. This Agreement will remain in effect through December 30, 2026, unless otherwise expressly extended and agreed to by both Parties in writing, or terminated by either Party as provided herein.

2. EFFECT OF AMENDMENT. Except as expressly amended herein, all other terms and conditions of the Agreement and its Amendments, Attachments and Exhibits attached hereto, shall remain in full force. City reserves the right to augment or reduce the scope of work as the City deems necessary.

3. CALIFORNIA LEVINE ACT DISCLOSURE STATEMENT. In accordance with California SB 1439 extended requirements under Government Code Section 84308, also known as the "Levine Act," a disclosure must be filed of political contributions totaling more than two hundred fifty dollars ($250) within the previous twelve (12) months, and for three (3) months following the date a final decision concerning a contract has been made. Therefore, the City requires that Consultant fill out the California Levine Act Disclosure Statement form available on the City website and submit it to the City Clerk's Office prior to the approval of this Amendment.

[Remainder of page left blank intentionally.]

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment No. 1 to be executed and attested by their respective officers hereunto duly authorized.

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

Dated: _____

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVE AS TO FORM:

By: _____
Raúl F. Salinas, City Attorney

NV5:

By: _____
Joeseph Crapo, Sr. Vice President

Dated: _____

Exhibit A

October 6, 2025

City of South Gate
8650 California Avenue,
South Gate, CA 90280

Attention: Elias Saikaly

Subject: City of South Gate – Police Department Construction Support Services
NV5 Project No. 6000824-002499.02

Elias:

In accordance with your request, on Monday September 29, 2025, NV5 Inc. offers the additional scope to include the following:

1. Perform site observation visits during the construction phase to survey the status of the systems installations for general conformance to the design intent. Observation reports will be forwarded to your office after each field visit. Client shall notify engineer when field observations are required with the total number of site visits as follows:

    1) Building Services Site Visits - As needed
    2) Six (6) Mechanical Engineering Services
    3) Six (6) Electrical Engineering Services

2. Attend meetings during the construction phase. Number of meeting(s) as follows:

    a. Building Services – As needed
        1) Sixteen (16) Mechanical Engineering Services
        2) Eight (8) Electrical Engineering Services

3. Respond to all written contractor Requests for Information (RFI's) pertaining to the Mechanical and Electrical design drawings. NV5 and Owner agree that all RFI responses shall be returned within five (5) business days of NV5's receipt of same.

4. Review Mechanical and Electrical submittals and shop drawing submittals prepared by the contractor. Completed shop drawings shall be submitted at one time for review. Each submittal will be reviewed a maximum of (3) times. NV5 and Owner agree that all submittals shall be returned within five (5) business days of NV5's receipt of same with submittal review stamp.

5. If required, minor revisions to Mechanical, Electrical drawings, and Mechanical/Electrical Detail Drawings.

Additional scope deliverables shall include;

1. Field observation report(s).

2. If minor revisions are required. Revised 100% Mechanical and Electrical drawings stamped and signed with digitally encrypted signatures in Adobe Acrobat PDF format for submittal to the building department.

NV5

Please note this additional service request will supplement the base proposal and all terms and conditions of the original contract shall apply unless noted otherwise. Our Lump Sum fee for the foregoing services is as follows:

SERVICES	FEE
Mechanical Engineering	$14,900
Electrical Engineering	$12,100
Additional Design services	$1,000
Construction Administration Site Visits*	$12,000
TOTAL	**$40,000**

*Any additional site visits will be an additional hourly fee. Fee based on rate table included with this proposal.

If all is in order, please indicate your approval in the space provided below. This proposal is valid for 30 days.

Should there be any questions regarding the above, or if additional clarification regarding our anticipated scope of services and associated fee is desired, please do not hesitate to call

Sincerely,

NV5

M. Will Ostgaard, PE
Project Engineer, Mechanical

Joe Crapo, PE
Senior Vice President

Accepted by:

Elias Saikaly

Date

AGREEMENT FOR PROFESSIONAL SERVICES TO PREPARE LOAD MONITORING TEST AND HVAC DESIGN BETWEEN THE CITY OF SOUTH GATE AND NV5

This Agreement for Professional Services to Prepare the Load Monitoring tests, and HVAC Design ("Agreement") is made and entered into on **January 20, 2025,** by and between the City of South Gate, a municipal corporation ("City"), and **NV5,** a California corporation ("Consultant"). City and Consultant are sometimes hereinafter individually referred to as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, City desires to retain a qualified provider for certain services relating to the preparation of the Load Monitoring tests, and HVAC Design for the South Gate Police Department-Jail Cell Detention Center;

WHEREAS, Consultant warrants to City that it has the requisite skills, knowledge, qualifications, manpower and expertise to perform properly and timely the Professional Services under this Agreement; and

WHEREAS, based on such representation, City desires to contract with Consultant to perform the services as described in the Scope of Services attached hereto as Exhibit "A" of this Agreement.

NOW, THEREFOR, the Parties hereby agree as follows:

1. **SCOPE OF SERVICES.** City hereby engages Consultant, and Consultant accepts such engagement, to perform the services set forth in the Scope of Services as described in Exhibit "A" attached hereto and made part of this Agreement. The Scope of Services may be mutually amended from time to time by both Parties in writing.

2. **COMPENSATION FOR SERVICES.** The total amount of compensation for this Agreement shall not exceed the sum of **Forty-Nine Thousand Six Hundred Fifty Dollars ($49,650.00)** as described in Consultant's proposal attached hereto as Exhibit "A." City shall pay Consultant for its professional services rendered and costs incurred pursuant to this Agreement. No additional compensation shall be paid for any other expenses incurred, unless first approved in writing by the Assistant City Manager/Director Of Public Works or his/her designee.

   2.1 Consultant shall be required to attend meetings at City Hall as necessary in the delivery of the projects. Travel time between Consultant's office and City Hall shall not be billable. Consultant may request an exemption on a case-by-case basis, which shall be subject to City approval.

   2.2 Consultant shall be paid in accordance with the schedule included in Consultant's proposal attached hereto as Exhibit "A." City shall pay Consultant within thirty (30)

days of receipt of the invoice.

2.3 No payment made hereunder by City to Consultant, other than the final payment, shall be construed as an acceptance by City of any work or materials, nor as evidence of satisfactory performance by Consultant of its obligations under this Agreement.

3. **TERM OF AGREEMENT.** This Agreement is effective as of **January 20, 2025**, and will remain in effect for a period of one year from said date or until project completion, unless otherwise expressly extended and agreed to by both Parties in writing, or terminated by either Party as provided herein.

4. **CITY AGENT.** The **Assistant City Manager/Director of Public Works** ("Director"), or his/her designee, for the purposes of this Agreement, is the agent for City. Whenever approval or authorization is required, Consultant understands that the Director, or his/her designee, has the authority to provide that approval or authorization.

5. **CONFLICT OF INTEREST.** Consultant represents that it presently has no interest and shall not acquire any interest, direct or indirect, in any real property located in the City which may be affected by the services to be performed by Consultant under this Agreement. Consultant further represents that in performance of this Agreement, no person having any such interest shall be employed by it. Within ten (10) days, Consultant agrees that it will immediately notify City of any other conflict of interest that may exist or develop during the term of this Agreement.

5.1 Consultant represents that no City employee or official has a material financial interest in Consultant's business. During the term of this Agreement and/or as a result of being awarded this Agreement, Consultant shall not offer, encourage or accept any financial interest in Consultant's business or in this Agreement by any City employee or official.

6. **GENERAL TERMS AND CONDITIONS.**

6.1 **Termination for Convenience.** City may terminate this Agreement at any time without cause by giving fifteen (15) days written notice to Consultant of such termination and specifying the effective date thereof. In that event, all finished or unfinished documents and other materials shall, at the option of City, become its property. If this Agreement is terminated by City as provided herein, Consultant will be paid the total amount of its costs as of the termination date. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in this Agreement.

6.2 **Termination for Cause.**

6.2.1 City may, by written notice to Consultant, terminate the whole or any part of this Agreement in any of the following circumstances:

a. If Consultant fails to perform the services required by this Agreement within the time specified herein or any authorized extension thereof; or

b. If Consultant fails to perform the services called for by this Agreement or so fails to make progress as to endanger performance of this Agreement in accordance with its terms, and in either of these circumstances does not correct such failure withing a period of ten (10) days (or such longer period as City may authorize in writing) after receipt of notice from City specifying such failure.

6.2.2 In the event City terminates this Agreement in whole or in part as provided above in Subsection 6.2.1, City may procure, upon such terms and in such manner as it may deem appropriate, services similar to those terminated.

6.2.3 If this Agreement is terminated as provided above in Subsection 6.2.1, City may require Consultant to provide all finished or unfinished documents, data, studies, drawings, maps, photographs, reports, films, charts, sketches, computations, surveys, models, or other similar documentation prepared by Consultant. Upon such termination, Consultant shall be paid an amount equal to the value of the work performed. In ascertaining the value of the work performed up to the date of termination, consideration shall be given to both completed work and work in progress, to complete and incomplete drawings, and to other documents whether delivered to City or in possession of Consultant, and to authorized reimbursement expenses.

6.2.4 If, after notice of termination of the Agreement under the provisions of Subsection 6.2.1 above, it is determined, for any reason, that Consultant was not in default, or that the default was excusable, then the rights and obligations of the Parties shall be the same as if the notice of termination had been issued pursuant to Subsection 6.1. above.

6.3 Non-Assignability. Consultant shall not assign or transfer any interest in this Agreement without the express prior written consent of City.

6.4 Non-Discrimination.

6.4.1 Consultant shall not discriminate against any employee, subcontractor, or applicant for employment because of to race, creed, gender, gender identity (including gender expression), color, religion, ancestry, sexual orientation, national origin, disability, age, marital status, family/parental status, or veteran/military status, in the performance of its services and duties pursuant to this Agreement and will comply with all applicable laws, ordinances and codes of the federal, state, and county and the City governments. Consultant will take affirmative action to ensure that subcontractors and applicants are employed,

and that employees are treated during employment without regard to their race, color, religion, ancestry, sex, national origin, disability, or age. Consultant will take affirmative action to ensure that all employment practices, including those of any subcontractors retained by Consultant to perform services under this Agreement, are free from such discrimination. Such employment practices include, but are limited to: hiring, upgrading, demotion, transfer, recruitment, recruitment advertising, layoff, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

6.4.2 The provisions of Subsection 6.4.2 above shall be included in all solicitations or advertisements placed by or on behalf of Consultant for personnel to perform any services under this Agreement. City shall have access to all documents, data, and records of Consultant and its subcontractors for purposes of determining compliance with the equal employment opportunity and non-discrimination provisions of this Section, and all applicable provisions of Executive Order No. 11246 (relating to federal restrictions against discriminatory practices) is available for review and on file with the City Clerk's Office.

6.5 Insurance. Consultant shall submit to City, certificates indicating compliance with the following minimum insurance requirements no less than one (1) day prior to beginning of performance under this Agreement:

6.5.1 Workers Compensation Insurance as required by law. Consultant shall require all subcontractors similarly to provide such workers' compensation insurance for their respective employees.

6.5.2 Comprehensive general and automobile liability insurance protecting Consultant in amounts not less than $1,000,000 per occurrence/accident for bodily injury and property damage liability. Each such policy of insurance shall:

a. Be issued by a financially responsible insurance company or companies admitted and authorized to do business in the State of California or which is approved in writing by City.

b. Name and list as additional insured the City, its officers and employees.

c. Specify its acts as primary insurance.

d. Contain a clause substantially in the following words: "It is hereby understood and agreed that this policy shall not be canceled except upon thirty (30) days prior written notice to City of such cancellation or material change."

e. Cover the operations of Consultant pursuant to the terms of this Agreement.

6.6 **Indemnification.** Consultant agrees to indemnify, defend and hold harmless City and/or any other City agency, including other employees, officers and representatives, for/from any and all claims or actions of any kind asserted against City and/or any other City agency arising out of Consultant's (including Consultant's employees, representatives, products and subcontractors) negligent performance under this Agreement, excepting only such claims or actions which may arise out of sole or active negligence of City and/or any other City agency, or any third parties not acting on behalf of, at the direction of, or under the control of Consultant.

6.7 **Compliance with Applicable Law.** Consultant and City shall comply with all applicable laws, ordinances, and codes of the Federal, State, County and City governments, without regard to conflict of law principles.

6.8 **Independent Contractor.** This Agreement is by and between City and Consultant and is not intended, nor shall it be construed, to create the relationship of agency, servant, employee, partnership, joint venture, or association, as between City and Consultant.

6.8.1 Consultant shall be an independent contractor and shall have no power to incur any debt or obligation for or on behalf of City. Neither City nor any of its officers or employees shall have any control over the conduct of Consultant, or any of Consultant's employees, except as herein set forth, and Consultant expressly warrants not to, at any time or in any manner, represent that it, or any of its agents, servants or employees are in any manner employees of City, it being distinctly understood that Consultant is and shall at all times remain to City a wholly independent contractor and Consultant's obligations to City are solely such as are prescribed by this Agreement.

6.8.2 Indemnification of CalPERS Determination - In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as, for the payment of any penalties and interest on such contributions which would otherwise be the responsibility of City.

6.8.3 Business License Required. According to Title 2.08.40 of the South Gate Municipal Code, a business license will be required prior to doing business within the City, even if the business is located outside of the City. Verification of a valid South Gate business license will be required prior to start of work and

any fees associated with the acquisition or maintenance of such business license shall be the sole responsibility of Consultant.

6.9 Consultant's Personnel.

6.9.1 All services required under the Agreement will be performed by Consultant, or under Consultant's direct supervision, and all personnel shall possess the qualifications, permits and licenses required by State and local law to perform such services, including, without limitation, a City of South Gate business license as required by the South Gate Municipal Code.

6.9.2 Consultant shall be solely responsible for the satisfactory work performance of all personnel engaged in performing services required by this Agreement, and compliance with all reasonable performance standards established by City.

6.9.3 Consultant shall be responsible for payment of all employees' and subcontractors' wages and benefits and shall comply with all requirements pertaining to employer's liability, workers' compensation, unemployment insurance and Social Security.

6.9.4 Consultant shall indemnify and hold harmless City and all other related entities, officers, employees and representatives from any liability, damages, claims, costs, and expenses of any nature arising from alleged violations of personnel practices or of any acts of omissions by Consultant in connection with the work performed arising from this Agreement.

6.10 Copyright. No reports, maps or other documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of Consultant.

6.11 Legal Construction.

6.11.1 This Agreement is made and entered into in the State of California and shall in all respects be interpreted, enforced, and governed under the laws of the State of California without regard to conflict of law principles.

6.11.2 This Agreement shall be construed without regard to the identity of the persons who drafted its various provisions. Each and every provision of this Agreement shall be construed as though each of the parties participated equally in the drafting of same, and any rule of construction that a document is to be construed against the drafting party shall not be applicable to this Agreement.

6.11.3. The article and section, captions and headings herein have been inserted for convenience only and shall not be considered or referred to in resolving

questions of interpretation or construction.

6.11.4. Whenever in this Agreement the context may so require, the masculine gender shall be deemed to refer to and include the feminine and neuter, and the singular shall refer to and include the plural.

6.12 Counterparts. This Agreement may be executed in counterparts and, as so executed, shall constitute an agreement which shall be binding upon all Parties hereto.

6.13 Final Payment Acceptance Constitutes Release. The acceptance by Consultant of the final payment made under this Agreement shall operate as and be a release of City from all claims and liabilities for compensation to Consultant for anything done, furnished, or relating to Consultant's work or services. Acceptance of payment shall be any negotiation of City's check or the failure to make a written extra compensation claim within ten (10) calendar days of the receipt of that check. However, approval or payment by City shall not constitute, nor be deemed, a release of the responsibility and liability of Consultant, its employees, sub-consultants and agents for the accuracy and competency of the information provided and/or work performed; nor shall such approval or payment be deemed to be an assumption of such responsibility or liability by City for any defect or error in the work prepared by Consultant, its employees, sub-consultants and agents.

6.14 Corrections. In addition to the above indemnification obligations, Consultant shall correct, at its expense, all errors in the work which may be disclosed during City's review of Consultant's report or plans. Should Consultant fail to make such correction in a reasonably, timely manner, such correction shall be made by City, and the cost thereof shall be charged to Consultant.

6.15 Files. All files of Consultant pertaining to City shall be and remain the property of City. Consultant will control the physical location of such files during the term of this Agreement and shall be entitled to retain copies of such files upon termination of this Agreement.

6.16 Waiver; Remedies Cumulative. Failure by a Party to insist upon the performance of any of the provisions of this Agreement by the other party, irrespective of the length of time for which such failure continues, shall not constitute a waiver of such Party's right to demand compliance by such other Party in the future. No waiver by a Party of a default or breach of the other party shall be effective or binding upon such a Party unless made in writing by such Party, and no such waiver shall be implied from any omissions by a Party to take any action with respect to such default or breach. No express written waiver of a specified default or breach shall affect any other default or breach, or cover any other period of time, other than any default or breach and/or period of time specified. All of the remedies permitted or available to a Party under this Agreement, or at law or in equity, shall be cumulative and alternative, and invocation of

any such right or remedy shall not constitute a waiver or election of remedies with respect to any other permitted or available right of remedy.

6.17 Mitigation of Damages. In all such situations arising out of this Agreement, the Parties shall attempt to avoid and minimize the damages resulting from the conduct of the other Party.

6.18 Severability. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

6.19 Attorneys' Fees. The Parties hereto acknowledge and agree that each will bear his or its own costs, expenses and attorneys' fees arising out of and/or connected with the negotiation, drafting and execution of the Agreement, and all matters arising out of or connected therewith except that, in the event any action is brought by any Party hereto to enforce this Agreement, the prevailing Party in such action shall be entitled to reasonable attorneys' fees and costs in addition to all other relief to which that Party or those Parties may be entitled.

6.20 Entire Agreement and Amendments. This Agreement constitutes the whole agreement between City and Consultant, and neither party has made any representations to the other except as expressly contained herein. Neither party, in executing or performing this Agreement, is relying upon any statement or information not contained in this Agreement. Any amendments, changes or modifications to this Agreement must be made in writing and appropriately executed by both City and Consultant.

6.21 Notices. Any notice required to be given hereunder shall be deemed to have been given by email transmission with confirmation of delivery and depositing said notice in the United States mail, postage prepaid, and addressed as follows:

TO CITY:
City of South Gate
Arturo Cervantes, P.E.
Assistant City Manager/Director Of Public Works
8650 California Avenue
South Gate, CA 90280
Email: acervantes@sogate.org
TEL: (323) 563-9567

WITH COURTESY COPY TO:
City of South Gate

Yodit Glaze, City Clerk
8650 California Avenue
South Gate, CA 90280
Email: yglaze@sogate.org
TEL: (323)563-9510

TO CONSULTANT:
David Niknafs, PE
Director of Transportation NV5
133 Technology Drive, Suite 200
Irvine, CA 92618
Email: David.Niknafs@nv5.com
TEL: (949) 419-3030

6.22 Warranty of Authorized Signatories. Each of the signatories hereto warrants and represents that he or she is competent and authorized to enter into this Agreement on behalf of the Party for whom he or she purports to sign.

6.23 Consultation with Attorney. Consultant warrants and represents that it has consulted with an attorney or knowingly and voluntarily decided to forgo such a consultation.

6.24 Interpretation Against Drafting Party. City and Consultant agree that they have cooperated in the review and drafting of this agreement. Accordingly, in the event of any ambiguity, neither Party may claim that the interpretation of this Agreement shall be construed against either Party solely because that Party drafted all or a portion of this Agreement, or the clause at issue.

7. **CALIFORNIA LEVINE ACT DISCLOSURE STATEMENT.** In accordance with California SB1439 extended requirements under Government Code Section 84308, also known as the "Levine Act," a disclosure must be filed of political contributions totaling more than two hundred fifty dollars ($250) within the previous twelve (12) months, and for three (3) months following the date a final decision is made to award an agreement. Therefore, the City requires that Consultant fill out the California Levine Act Disclosure Statement form available on the City website and submit it to the City Clerk's Office prior to the approval of this Agreement.

8. **EFFECTIVE DATE.** The effective date of this Agreement is **January 20, 2025** and will remain in effect through and until project completion, unless otherwise terminated in accordance with the terms of this Agreement.

[Remainder of page left blank intentionally.]

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed and attested by their respective officers thereunto duly authorized.

CITY OF SOUTH GATE:

By: _____
Rob Houston, City Manager

Dated: 2-11-2025

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raúl F. Salinas, City Attorney

NV5:

By: _____
Jeffrey Cooper, COO

Dated: 2/3/2025

December 20, 2024
(Revised January 9, 2025)

City of South Gate/Public Works
Attn: Elias Saikaly
8650 California Avenue
South Gate, CA 90280

Subject: Proposal for Load Monitoring Test – HVAC Design

Dear Mr. Saikaly,

In accordance with your request dated Wednesday, December 4, 2024, NV5, Inc. is pleased to offer our proposal for the following professional services:

1. Building Services
    a. Mechanical Engineering Services
    b. Plumbing Engineering Services
    c. Electrical Engineering Services

PROJECT SCOPE

We understand that the project is in the City of South Gate (City) and consists of Load Monitoring Tests on an existing 225A, 120/240V Single Phase Electrical Panel and a 225A, 120/208V, 3-Phase Electrical panel. The tests will determine the availability of spare electrical capacity for the installation of a new additional single HVAC unit (one unit) at the South Gate Police Department's (SGPD) Jail Detention facility. This proposal includes the HVAC Design based on the findings of the electrical load monitoring. The HVAC design will be based on the City's selection of one of three (3) options (Package Unit, Split System, and Ductless System) provided by NV5, based on available existing building documentation and existing field conditions assessed by NV5.

SCHEDULE

The design schedule will be mutually agreed upon at the commencement of the design phase.

GENERAL SERVICE

1. Attend coordination meetings (in person or via video conference) to review engineering concepts in order to proceed with the design phase and to properly coordinate the work of the related disciplines. The number of meetings is as follows (total of five meetings):
    a. Meetings
        i. Five (5) Mechanical Engineering Services
        ii. Five (5) Plumbing Engineering Services
        iii. Five (5) Electrical Engineering Services

2. Provide assistance to the Owner in establishing space allocations for systems, equipment and associated distribution.

3. Review with the Owner the impact the systems may have upon the aesthetics of the facility.

4. We will assume the existing infrastructure is sufficient to support this initiative.

5. Review existing systems based on Owner-provided as-built documents and/or original construction documents. NV5 is not responsible for the accuracy of these documents.

6. Prepare the Construction Documents, consisting primarily of drawings and (sheet or book) specifications setting forth in reasonable detail the requirements for constructing the project.

7. Preparation of sealed and signed drawings for building department permit submittal for the following disciplines:

    a. Signed and Sealed Drawings
        1) Mechanical Engineering Drawings
        2) Plumbing Engineering Drawings
        3) Electrical Engineering Drawings

8. Completion of drawings utilizing AutoCAD production software

PROFESSIONAL SERVICES

Mechanical Engineering Services

1. Perform field observation prior to design to determine existing mechanical installations. This field observation will be non-invasive and does not include the opening of walls, ceilings or floors. This proposal includes one site visit, not to exceed one hour, for mechanical equipment observation. Access to equipment and spaces shall be provided by the Owner. If air flow information is not available, then the owner shall be responsible for retaining a qualified contractor or maintenance personnel to prepare an air balance report for systems serving this area. If further field investigation is required, it will be performed on an hourly basis at the rate of $225.00 per hour for the engineer's time.

2. Design the mechanical systems to support the building program and equipment loads. Equipment will be roughed-in to locations determined by the appropriate Owner-selected consultants or representatives.

3. Coordination with specialty system consultants regarding cooling requirements for sensitive electronic equipment in order to develop and design the supporting mechanical systems.

4. Coordination with the Fire Protection Engineer and the Fire Protection Report in order to properly develop and design the supporting mechanical systems.

5. Coordination with the water feature and pool designers and engineers in order to develop and design the supporting mechanical systems.

6. Design of new connections to existing HVAC equipment or new HVAC equipment with new air distribution and ductwork as required. Existing HVAC installations shall be reused where adequately sized and in suitable condition for reuse.

7. Prepare calculations to demonstrate compliance with the applicable energy codes for the mechanical systems using the mandatory and prescriptive requirements as outlined in the California Building Code (Title 24).

Plumbing Engineering Services

1. Perform field observation prior to design to determine existing plumbing installations. This field observation will be non-invasive and does not include the opening of walls, ceilings, or floors. This proposal includes one site visit, not to exceed one hour, for plumbing system observation. Access to equipment and spaces shall be provided by the Owner. If further field investigation is required, it will be performed on an hourly basis at the rate of $225.00 per hour for the engineer's time.

2. Design the plumbing systems, including roof drainage, sanitary sewer, grease waste, domestic hot and cold water, steam, medical gas, compressed air, medical air, medical vacuum, and natural gas systems. Utilities shall be connected to existing piping systems within the building based on the as-built drawings.

3. Design the shell plumbing systems in accordance with the Landlord/Tenant lease agreement.

4. Design the tenant improvement plumbing systems, using new and existing equipment, based on direction provided by the Tenant. Existing equipment and installations will be reused where adequately sized and in suitable condition for reuse.

5. Prepare calculations to demonstrate compliance with the applicable energy codes for the plumbing systems using the mandatory and prescriptive requirements as outlined in the California Building Code (Title 24).

6. Fire sprinkler system design is not a part of this design scope.

Electrical Engineering Services

1. Perform field observation prior to design to determine existing electrical installations. This field observation will be non-invasive and does not include the opening of walls, ceilings, floors or electrical distribution equipment dead front covers. This proposal includes one site visit, not to exceed one hour, for electrical system observation. Access to equipment and spaces shall be provided by the Owner. If further field investigation is required, it will be performed on an hourly basis at the rate of $225.00 per hour for the engineer's time.

2. Design of an electrical distribution system from the existing building main electrical service to new tenant panelboard(s). Existing switchgear, panelboards and distribution equipment will be reused where adequately sized and in suitable condition for reuse.

3. Emergency/Standby power systems design to include generator sizing and selection, transfer system, load prioritization, load shed criteria, and segregated emergency/legally required and optional standby distribution systems. We will coordinate the emergency and optional standby loads with the user in order to properly meet the needs of the Owner.

4. Design of electrical distribution system for HVAC units, connections to equipment and general-purpose receptacles as required.

5. Design of empty conduit system for telecommunication and auxiliary system. Documentation will be based on Owner-provided detailed design.

6. Prepare calculations to demonstrate compliance with the applicable energy codes for the electrical systems using the mandatory and prescriptive requirements as outlined in the California Building Code (Title 24).

7. Provide a copy of electrical plans for submittal to utility power and communication companies for coordination. The Owner or their designated consultant/contractor shall be responsible for supervising completion of utility company drawings in a timely manner.

8. Design work does not include design of lighting, lighting controls, fire alarm, public address, audio, video, access control, surveillance, or security systems.

Architectural Services (Optional Service)

Upon request, the following professional services can be provided for an additional fee:

1. Review existing building documents provided by Owner.
2. Architectural support for the installation of one (1) new HVAC unit at the South Gate Police Department.
3. Design for removal and reinstallation of existing ceilings to accommodate design for one (1) new HVAC unit.
4. Patch and repair of existing roof to accommodate one (1) new HVAC unit.
5. Reflected Ceiling Plan, Roof Plan, and associated details are the only architectural requirements.
6. No modifications to the existing fire and life safety plans are required.
7. Architectural design will start after client approval of the initial HVAC design and 30% submittal.
8. Project administration, management, and permitting by others.
9. Architectural QA/QC review only.

Structural Engineering Services (Optional Service)

Upon request, the following professional services can be provided for an additional fee:

1. Review existing building documents provided by the Owner.
2. Evaluate the structural impact of the new HVAC unit to be installed, and provide structural calculations.
3. Structural Engineering assumptions:
    a. Existing structural drawings are available.
    b. New HVAC unit will not be roof-mounted.
    c. The existing structure's lateral resisting system will not require strengthening.
    d. Shallow foundations can support the new HVAC unit.

e. Means and methods, including temporary shoring and bracing techniques, are excluded.
f. The structure is stable in its current state.

PROJECT DELIVERABLES

1. One (1) set of progress drawings at 30%, 60%, 90% preliminary design milestones (if requested) for your coordination.
2. 100% Mechanical, Plumbing and Electrical drawings stamped and signed with digitally encrypted signatures in Adobe Acrobat PDF format for submittal to the building department.
3. Reproductions other than those required for the building department submittals are not included in this proposal.
4. If required, only electronic plot files of the drawings will be provided at the end of the project. Except for Adobe Acrobat .pdf files, no electronic copies of the drawings will be provided.

EXCLUDED SERVICES

The following are not a part of our scope of services:

1. Architectural Services and Structural Services.
2. Construction management and inspection services.
3. Services and scope that are not specifically identified within this proposal.
4. Specialty systems design, including satellite communications, lighting design, special effects, network electronics, food service, point-of-sale and similar systems. We will coordinate with the appropriate Owner-selected vendors or consultants and design the applicable mechanical, plumbing, electrical, and communication interface (water, waste, drains, cooling, ventilation, power, etc.).
5. Electrical utility coordination, on and off-site water, gas, sewer and storm drain and off-site power.
6. Seismic supports and anchorage for mechanical and plumbing piping, electrical conduit and equipment. We will furnish appropriate data sheets to the structural engineer for their use in the preparation of anchorage details and other structural support systems associated with the systems.
7. LEED – Design with the goal of attaining a LEED Certification, LEED consulting and documentation services are excluded from this proposal.
8. Energy Code compliance for the building envelope.
9. Documentation of as-built conditions.
10. Acoustics consulting and code compliance with acoustic requirements.
11. Building/life safety code consulting.
12. Fire/smoke modeling.
13. Preparation of a NFPA 241 construction fire life safety plan.

CONSTRUCTION ADMINISTRATION SERVICES (OPTIONAL SERVICE)

Upon request, the following professional services can be provided for an additional fee:

1. Construction Administration services:
    a. Conduct one field observation at project completion and prepare list of construction deficiencies/conflicts with design drawings and specifications for resolution by the contractor. The Contractor/Owner shall notify the engineer if/when the field observation is required.
    b. Respond to all written contractor Requests for Information (RFIs) pertaining to the Mechanical, Electrical and Plumbing design drawings. NV5 and the Owner agree that all RFI responses shall be returned within 10 business days of NV5's receipt of the same.
    c. Review final Mechanical, Electrical and Plumbing shop drawing submittals prepared by the contractor. Completed shop drawings shall be submitted at one time for review. This proposal includes review of one original submittal and one resubmittal.
2. Addressing components found to be non-code compliant during site investigations. We will advise when issues are discovered and request further direction.
3. Documentation of as-built conditions.

CLIENT'S ADVISORY ROLE

To assist in the production of our documents, the Client agrees to:

1. Provide backgrounds including floor plans, reflected ceiling plans, elevations, sections, specialty lighting, equipment layouts and furniture plans as required for coordination of building services and technology systems design. Information will include individual sheet set-up and drawing index.
2. Provide equipment drawings indicating loads, wiring and connection requirements.
3. Provide existing mechanical, plumbing, electrical, fire protection and technology drawings.

SUMMARY OF PROPOSED FEE

Our **Lump Sum** fee for the foregoing services is as follows:

Mechanical, Plumbing, and Electrical Services

SERVICES	PHASE				
	Concept-30%	60%	90%	Plan Approval	Total
Project Management, Coordination, & Meetings	$2,000	$1,500	$500	$500	$4,500
Site Visit	$2,250	-	-	-	$2,250
Electrical Panel Load Reading	$8,000	-	-	-	$8,000
ROM Construction Cost Estimates	$3,500	$4,200	$2,800	$1,750	$12,250
Electrical Engineering Services	$2,700	$2,700	$2,700	$900	9,000
Mechanical and Plumbing Engineering Services	$4,050	$4,100	$4,100	$1,400	$13,650
TOTAL	**$22,500**	**$12,500**	**$10,100**	**$4,550**	**$49,650**

Please note that these fees are based upon providing the consulting services noted and having the necessary design information available for completing documents. They do not account for multiple submissions based upon value engineering, redesign during permit review or construction, nor do they include unforeseen existing conditions which result in redesign or reconfiguration of the original design concept.

This proposal is valid for 30 days. Fees accepted after this time are subject to review and adjustment. If the project does not start within 60 days from authorization, the proposal is subject to review and adjustment. In the event that the project is delayed after commencement of services, and the project is reinstated, NV5 reserves the right to secure remobilization fees as necessary due to an extension of the project schedule.

Should there be any questions regarding the above, or if additional clarification regarding our anticipated scope of services and associated fees is desired, please do not hesitate to call.

Sincerely,
NV5, Inc.

Darcy Diaz, PE
Senior Electrical Engineer

David Niknafs, PE
Director

Andrew Chang, PE
Senior Vice President

PN: 6000824-0002499.01



PLACENTIA CITY HALL AND POLICE STATION

PLACENTIA, CA | CITY OF PLACENTIA

The project consists of the modernization of the existing Placentia City Hall and police station. The scope includes an assessment of the existing HVAC equipment, review of the existing occupied office spaces, analyzing recent energy costs, and developing a program to replace the existing equipment with new modern and efficient systems.

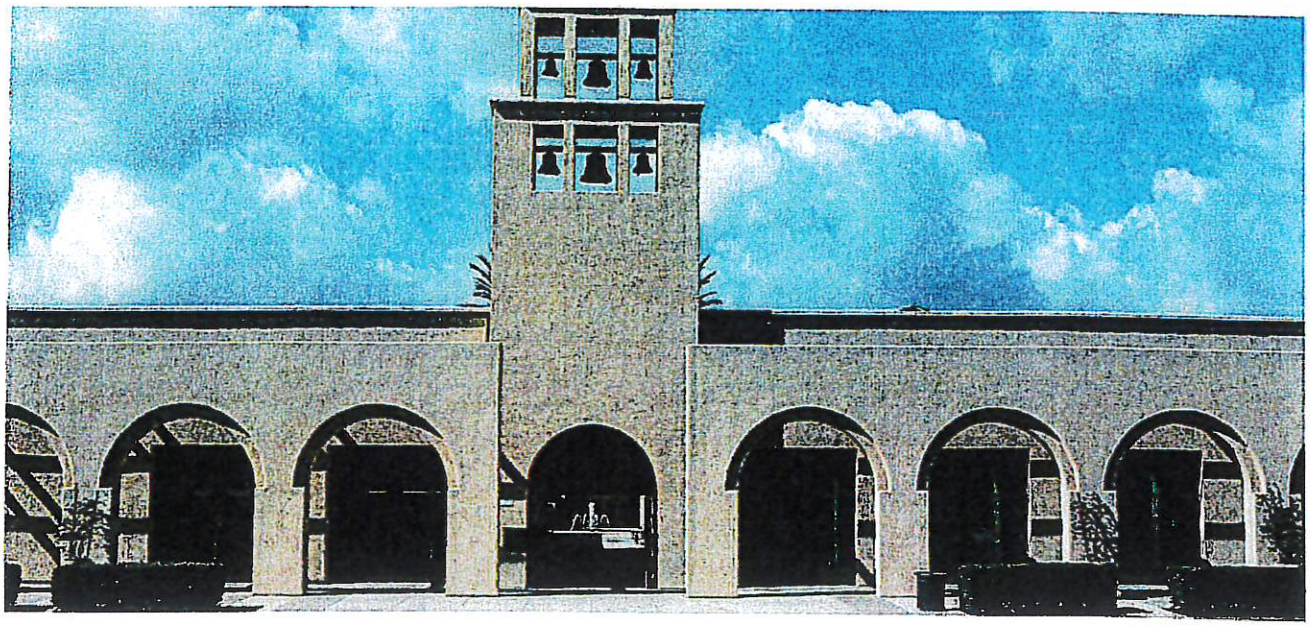
The modernization includes the integration of the Carrier i-Vu plus with XT-Link building automated control system installed in 2019. NV5 will provide improved air balancing and greater control over adjusting the temperature in individual spaces. All new air handling units will be equipped with air purification and filtration systems. The modernization also includes the replacement of the existing diesel-powered backup generator for emergency power. The HVAC/mechanical improvements will be coordinated to allow for the solar contractor to "plug and play" the new solar and battery system into the City's new HVAC system. NV5 will provide coordination with the construction phasing plan to assist with maintaining the best possible operation of the existing facilities during construction.

The existing HVAC and Electrical systems included in the modernization are as follows:
Mechanical Room and Generator
Roof and Electrical Room
IT Server and Television Production Room

PROJECT SIZE: 25,000 SF
CONSTRUCTION COST: UNDISCLOSED
YEAR COMPLETED: ONGOING

SERVICES

- Mechanical
- Electrical
- Plumbing
- Civil
- Solar Battery EV



RSM CITY HALL HVAC REPLACEMENT

RANCHO SANTA MARGARITA, CA | CITY OF RANCHO SANTA MARGARITA

The project consists of the replacement of the 35 packaged DX units and replacement of 1 split system. NV5 was asked to provide mechanical and electrical engineering documents to facilitate a permit package and bid set for the City Of Rancho Santa Margarita City Hall. Our team handled this project quickly and effectively.

PROJECT SIZE: 35 DX UNITS
CONSTRUCTION COST: UNDISCLOSED
YEAR COMPLETED: 2023

SERVICES

- Mechanical
- Electrical

Item No. 14

Office of the
South Gate City Clerk

NOV 20 2025
FILED
2:20pm

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **November 25, 2025**
Originating Department: **Public Works**

Department Director: _____ ***City Manager:*** _____
Arturo Cervantes Rob Houston

SUBJECT: AMENDMENT NO. 1 TO CONTRACT NO. 2022-30-CC WITH TRANSYSTEMS FOR CONSTRUCTION SUPPORT SERVICES FOR THE I-710 FREEWAY/FIRESTONE BOULEVARD SOUTHBOUND ON-RAMP MODIFICATION PROJECT, FEDERAL PROJECT NO. HP21L 5257 (036), CITY PROJECT NO. 354-ST

PURPOSE: The Construction of the I-710/Firestone Boulevard Southbound On-Ramp Modification Project (On-Ramp Project) is scheduled to start early 2026. TranSystems, the project's design consultant and engineer of record, must remain involved during construction to ensure compliance with approved design standards. This amendment authorizes TranSystems to provide construction support services through construction completion, including review of submittals, responses to RFIs, and preparation of supplemental technical details.

RECOMMENDED ACTIONS: The City Council will consider:

a. Approving Amendment No. 1 to Contract No. 2022-30-CC with TranSystems to provide construction support services for the I-710 Freeway/Firestone Boulevard Southbound On-Ramp Modification Project, Federal Project No. HP21L 5257 (036), City Project No. 354-ST, in an amount not-to-exceed $110,133; and
b. Authorizing the Mayor to execute Amendment No. 1 to Contract No. 2022-30-CC with TranSystems in a form acceptable to the City Attorney.

FISCAL IMPACT: There is no fiscal impact to the General Fund. Amendment No. 1 to Contract No. 2022-30-CC is in the amount of $110,133 and it will be funded from the $8.2 Million Metro Measure R Funds budgeted on the project. The revised contract amount is $1,180,390.

ANALYSIS: Project construction is scheduled to begin in early 2026 and is anticipated to last up to 16 months. As the engineer of record, TranSystems must continue involvement during construction to ensure that the work complies with the approved design and all applicable technical standards. Construction support services include responding to contractor Requests for Information (RFIs), reviewing and approving submittals, preparing supplemental structural and electrical details as needed, and providing general engineering support to address unforeseen field conditions.

Amendment No. 1 to Contract No. 2022-30-CC, in the amount of $110,133, was developed based on the anticipated level of effort required for these construction support services. Approval of Amendment No. 1 will authorize TranSystems to provide the necessary construction support services. It will ensure design continuity, facilitate the timely resolution of construction issues, and help safeguard the City's investment by maintaining compliance with the project's technical and regulatory requirements.

BACKGROUND: The On-Ramp Project is included in the City's Capital Improvement Program and represents the second phase of a broader effort to improve traffic flow and reduce congestion along the Firestone Boulevard corridor. Once completed, the project is expected to improve service levels from LOS D to LOS C and reduce delays by up to 20 seconds per vehicle trip daily by the year 2040. The improvements include re-aligning and widening the I-710 Freeway/Firestone Boulevard southbound on-ramp to match the width of the recently widened Firestone Boulevard Bridge over the Los Angeles River. Additional work will be completed along Firestone Boulevard from Rayo Avenue to Garfield Avenue and will include pedestrian improvements, ADA-compliant curb ramps (including those within the Caltrans right-of-way), new sidewalks, reconstruction of the existing median island, pavement grinding and overlay, and new traffic striping.

On May 10, 2022, the City Council awarded Contract No. 2022-30-CC to TranSystems to prepare the engineering design and construction documents for the I-710/Firestone Southbound On-Ramp Modification Project, in the amount of $1,07,257. As the engineer of record, TranSystems is required to provide ongoing design support services during construction, which necessitates services encompassed in Amendment No. 1.

Construction is planned to begin in early 2026 and is anticipated to be completed within 16 months.

ATTACHMENTS: A. Amendment No.1 to Contract No.2022-30-CC (Including Exhibit A)
B. Contract No. 2022-30-CC*

ES:lc

AMENDMENT NO. 1 TO CONTRACT NO. 2022-30-CC FOR PROFESSIONAL CONSTRUCTION SUPPORT SERVICES BETWEEN THE CITY OF SOUTH GATE AND TRANSYSTEMS

This Amendment No. 1 to Contract No. 2022-30-CC for Professional Construction Support Services ("Agreement") is made and entered into on **November 25, 2025**, by and between the City of South Gate, a municipal corporation ("City"), and TranSystems, a California corporation ("Consultant"). City and Consultant are sometimes hereinafter individually referred to as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, on May 10, 2022, the City Council awarded Contract No. 2022-30-CC with Consultant ("Agreement") for professional services relating to I-710 Firestone Southbound On-Ramp Modification Project, City Project No. 354-ST, in the amount of One Million Seventy Thousand Two Hundred Fifty-Seven Dollars ($1,070,257);

WHEREAS, City and Consultant desire to execute Amendment No. 1 to Contract No. 2022-30-CC for additional services related to the I-710 Firestone Southbound On-Ramp Modification Project, in an amount not to exceed One Hundred Ten Thousand One Hundred Thirty-Three Dollars ($110,133), under the terms and conditions of the Agreement, and Amendment No. 1 bringing the aggregate total of the Agreement, and Amendment No. 1 to One Million One Hundred Eighty Thousand Three Hundred Ninety Dollars ($1,180,390).

NOW, THEREFORE, the Parties hereby agree as follows:

1. MODIFICATION TO AGREEMENT

1.1 SCOPE OF WORK

City hereby engages Consultant, and Consultant accepts such engagement, to perform the services set forth in the Scope of Services as described in Exhibit "A" attached hereto and made part of this Agreement. The Scope of Services may be mutually amended from time to time by both Parties in writing.

1.2 COMPENSATION.

The total amount of compensation for Amendment No. 1 shall not exceed the sum of **One Hundred Ten Thousand One Hundred Thirty-Three Dollars ($110,133)**, bringing the aggregate total of the Agreement, and Amendment No. 1 to the sum of **One Million One Hundred Eighty Thousand Three Hundred Ninety Dollars ($1,180,390).** City shall pay Consultant for its professional services rendered and reasonable costs incurred pursuant to the Agreement, and Amendment No. 1. No additional compensation shall be paid for any other expenses incurred unless first approved by the City Manager.

1.2.1 No payment made hereunder by City to Consultant, other than the final payment, shall be construed as an acceptance by City of any work or materials, nor as evidence of satisfactory performance by the Consultant of its obligations under this agreement.

1.2.2 The Consultant shall submit to the City a bill of services within 15 calendar days after the end of each month. The City shall pay the Consultant within forty-five (45) days of receipt of this invoice.

1.3 TERM OF AGREEMENT. This Agreement will remain in effect through December 30, 2027, unless otherwise expressly extended and agreed to by both Parties in writing, or terminated by either Party as provided herein.

2. EFFECT OF AMENDMENT. Except as expressly amended herein, all other terms and conditions of the Agreement and its Amendments, Attachments and Exhibits attached hereto, shall remain in full force. City reserves the right to augment or reduce the scope of work as the City deems necessary.

3. CALIFORNIA LEVINE ACT DISCLOSURE STATEMENT. In accordance with California SB 1439 extended requirements under Government Code Section 84308, also known as the "Levine Act," a disclosure must be filed of political contributions totaling more than two hundred fifty dollars ($250) within the previous twelve (12) months, and for three (3) months following the date a final decision concerning a contract has been made. Therefore, the City requires that Consultant fill out the California Levine Act Disclosure Statement form available on the City website and submit it to the City Clerk's Office prior to the approval of this Amendment.

[Remainder of page left blank intentionally.]

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment No. 1 to be executed and attested by their respective officers hereunto duly authorized.

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

Dated: _____

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVE AS TO FORM:

By: _____
Raúl F. Salinas, City Attorney

TRANSYSTEMS:

By: _____
Ayman Salama, Sr. Vice President

Dated: _____

EXHIBIT 10-H1 COST PROPOSAL Page 1 of 3

ACTUAL COST-PLUS-FIXED FEE OR LUMP SUM (FIRM FIXED PRICE) CONTRACTS

(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed ☒ Prime Consultant ☐ Subconsultant ☐ 2nd Tier Subconsultant

Consultant **TranSystems Corporation**

Project No. **Federal Project No. HP21L-5257(036), City Project No. 354-ST**

Contract No. **City Project No. 354-ST** Date **5/22/2025**

DIRECT LABOR

Classification/Title	Name	hours	Actual Hourly Rate (Cost) Rate	Total
Project Manager	Joe Sawtelle *	40	$151.78	$6,071.46
Roadway Lead	Rafael Anaya *	88	$118.82	$10,456.16
Roadway/Geometrics	Jesus Barriga	100	$86.54	$8,654.00
Roadway/Construction Support	Robert Zordani	90	$93.50	$8,415.00
Drainage/SWDR	Sepideh Sarachi	90	$75.66	$6,809.40

LABOR COSTS

a) Subtotal Direct Labor Costs $40,406.02

b) Anticipated Salary Increases (see page 2 for sample) $0.00

c) **TOTAL DIRECT LABOR COSTS [(a) + (b)]:** $40,406.02

INDIRECT COSTS

d) Fringe Benefits (Rate: 53.18%) e) Total Fringe Benefits 21,487.92

f) Overhead (Rate: 20.36%) g) Overhead [(c)x(f)] 8,226.67

h) General and Administrative (Rate: 74.09%) i) Gen & Admin [(c) x (h)] 29,936.82

j) **Total Indirect Costs** [(e) + (g) + (i)]: $59,651.41

FIXED FEE k) **TOTAL FIXED PROFIT** [(c) + (j)] x fixed fee [10%] $10,005.74

1) CONSULTANT'S OTHER DIRECT COSTS (ODC) - ITEMIZE (Add additional pages if necessary

Description of Item	Quantity	Unit(s)	Unit Cost	Total
Mileage Costs	100	Miles	$0.70	$70.00
Printing Costs	1	Unit		$0.00
Travel Costs (Flight, Hotel, Rental Car)				$0.00
				$0.00
				$0.00

1) **TOTAL OTHER DIRECT COSTS:** $70.00

m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)

m) TOTAL SUBCONSULTANTS' COSTS: $0.00

n) TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS: $70.00

TOTAL COST [(c) + (j) + (k) + (p)]: $110,133.18

NOTES:

1 Key personnel **must** be marked with an asterisk (*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (**). All costs must comply with the Federal cost principals. Subconsultants will provide their own cost proposals.

2 The cost proposal format shall not be amended. Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognizant agency or accepted by Caltrans.

3 Anticipated salary increases calculation (page 2) must accompany.

EXHIBIT 10-H1 COST PROPOSAL Page 2 of 3

ACTUAL COST-PLUS-FIXED FEE OR LUMP SUM (FIRM FIXED PRICE) CONTRACTS

(CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours

Direct Labor Subtotal per Cost Proposal		Total Hours per Cost Proposal		Avg Hourly Rate	5 Year Contract Duration
$40,406.02		408	=	$99.03	Year 1 Avg Hourly Rate

2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)

	Avg Hourly Rate		Proposed Escalation			
Year 1	$99.03	+	2.5%	=	$101.51	Year 2 Avg Hourly Rate
Year 2	$101.51	+	2.5%	=	$104.05	Year 3 Avg Hourly Rate
Year 3	$104.05	+	2.5%	=	$106.65	Year 4 Avg Hourly Rate
Year 4	$106.65	+	2.5%	=	$109.32	Year 5 Avg Hourly Rate

3. Calculate estimated hours per year (Multiply estimate % each year by total hours)

	Estimated % Completed Each Year		Total Hours per Cost Proposal		Total Hours per Year	
Year 1	100.00%	*	408.0	=	408.0	Estimated Hours Year 1
Year 2	0.00%	*	408.0	=	0.0	Estimated Hours Year 2
Year 3	0.00%	*	408.0	=	0.0	Estimated Hours Year 3
Year 4	0.00%	*	408.0	=	0.0	Estimated Hours Year 4
Year 5	0.00%	*	408.0	=	0.0	Estimated Hours Year 5
Total	100%		Total	=	408.0	

4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours) $40,406.02

	Avg Hourly Rate (calculated above)		Estimated hours (calculated above)		Cost per Year	
Year 1	$99.03	*	408	=	$40,406.02	Estimated Hours Year 1
Year 2	$101.51	*	0	=	$0.00	Estimated Hours Year 2
Year 3	$104.05	*	0	=	$0.00	Estimated Hours Year 3
	Total Direct Labor Cost with Escalation			=	$40,406.02	
	Direct Labor Subtotal before Escalation			=	$40,406.02	
	Estimated total of Direct Labor Salary Increase			=	**$0.00**	Transfer to Page 1

NOTES:

1 This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.

2 An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable. (i.e. $250,000 x 2% x 5 yrs = $25,000 is not an acceptable methodology)

3 This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.

4 Calculations for anticipated salary escalation must be approved.

EXHIBIT 10-H1 COST PROPOSAL Page 3 of 3

Certification of Direct Costs:

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

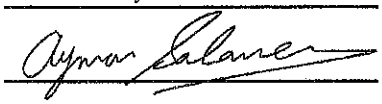
1. Generally Accepted Accounting Principals (GAAP)
2. Terms and conditions of the contract
3. Title 23 United States Code Section 112 - Letting of Contract
4. 48 Code of Federal Regulations Part 31 - Contract Cost Principals and Procedures
5. 23 Code of Federal Regulations Part 172 - Procurement, Management, and Administration of Engineering and Design Related Services
6. 48 Code of Federal Regulations Part 9904 - Cost Accouting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the proje files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.
Local governments are responsible for applying only cognizant agency approved or Caltrans accepted Indirect Cost Rate(s).

Prime Consultant or Subconsultant Certifying:

Name: Ayman Salama

Title: Principal - Senior Vice President

Signature: 

Date of Certification (mm/dd/yyyy): 5/22/2025

Email: aesalama@transystems.com

Phone Number: (949) 798-9385

Address: 6 Hutton Centre Drive, Suite 800, Santa Ana, CA 92707

*An individual executive or financial officer of the consultant's or subconsultant's organization at a levelno lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List of services the consutlant is providing under the proposed contract:
Services During Construction, WBS 270 and 285

City of South Gate
I-1710 Firestone Blvd Interchange
Construction Management Services

DATE:	May 27, 2025
CONSULTANT FIRM:	TranSystems Corporation (CONSULTANT)
PROJECT TITLE:	I-710 Firestone Blvd Interchange Improvements

SCOPE OF SERVICES

The CONSULTANT shall provide design support during construction activities until the period of performance specified in this amendment or the capacity of this contract has been exhausted, whichever occurs first.

Design support during construction includes providing design information and consultation to the City Resident Engineer (RE), responding to design-related inquiries, revising project plans, assisting the RE with developing design-related change orders, and leading coordination efforts with the city, as needed. The CONSULTANT may be required to conduct on-site visits and attend meetings on behalf of the city.

The CONSULTANT shall provide qualified engineers to complete the work under the WBS activities listed below. The CONSULTANT Responsible Engineer is responsible for assigning work and providing direction to other consultant personnel assigned under this contract as necessary to complete the tasks within the amount of this amendment.

WBS 270 – Construction Engineering and General Contract Administration
WBS 285 – Contract Change Order Administration

The CONSULTANT should be proficient in using Microstation v8, and MS Office for the preparation of the project plans, editing project Standard Special Provisions (SSPs), preparing project-related written documents, and performing engineering calculations. A Professional Engineering (P.E.) license is required for the Responsible Engineer but not for the other unit members; however, consultant personnel should have at least 5 years of experience. Travel to field sites will be required.

The CONSULTANT shall perform all other necessary and incidental tasks related to the WBS activities identified in this amendment.

The CONSULTANT shall coordinate all forms of communication with the City's Resident Engineer and in accordance with the Quality Management Plan (QMP) and the Quality Improvement Practices guide. Project information should not be shared with anyone outside of the City without the approval of the City.

Consultant will provide support to all inquiries made by the Resident Engineer related to items within the approved design package.

Consultant will provide support and review for construction change orders when requested by City Resident Engineer

The CONSULTANT shall follow all Caltrans policies and procedures and adhere to the guidelines and requirements of project's QMP and Quality Improvement Practices guide, and workplace expectations.

It is assumed that the following items are the responsibility of the RE:

- Inform the TranSystems team of all field changes and CCOs.
- Review and stamp shop drawings for compliance requirements.
- Maintain As-Built mark-ups of approved field changes.
- Provide a reasonable period for the TranSystems team's response to CCO reviews.

Item No. 15

Office of the
South Gate City Clerk

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2:20pm

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **November 25, 2025**

Originating Department: **Public Works**

Department Director: Arturo Cervantes

City Manager: Rob Houston

SUBJECT: AMENDMENT NO. 1 TO CONTRACT NO. 2024-101-CC WITH WILLDAN ENGINEERING FOR PROFESSIONAL CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR SEWER PIPELINE REHABILITATION, CITY PROJECT NO. 709-SWR

PURPOSE: The City maintains a 120-mile sewer collection system composed of concrete and VCP pipelines, many of which require rehabilitation due to age and deterioration. The Sewer Pipeline Rehabilitation Project was initiated to line or replace deficient pipeline segments, with Willdan Engineering providing construction management and inspection services. This amendment updates the agreement to reflect changes in project scope and adds 90 working days of construction management and inspection services to fund an extended construction schedule.

RECOMMENDED ACTIONS: The City Council will consider:

a. Approving Amendment No. 1 to Contract No. 2024-101-CC with Willdan Engineering, to fund additional construction management and inspection services performed on the Sewer Pipeline Rehabilitation, City Project No. 709-SWR, for a not to exceed amount of $90,000; and
b. Authorizing the Mayor to execute Amendment No. 1 to the Contract No. 2024-101-CC in a form acceptable to the City Attorney.

FISCAL IMPACT: There is no fiscal impact to the General Fund. Amendment No. 1 to Contract No. 2024-101-CC is in the amount of $90,000 and it will be funded by America Rescue Plan Act (ARPA) Funds. The revised amount inclusive of the original contract and Amendment No. 1 is $323,174. The Project is fully funded with ARPA Funds in the amount of $3,000,000 and budgeted and summarized below.

Project Services	ARPA Funds
Design Services	$526,745
Design Amendments	$19,690
Construction Contract No. 2024-100-CC	$2,143,727
Contract Change Order No. 1	($502,368)
Contract Change Order No. 2	$12,647
Contract Change Order No. 3	$42,569
Contract Change Order No. 4	$13,650

Contract Change Order No. 5	$114,500
Contract Change Order No. 6	($100,249)
Contract Change Order No. 7	$98,297
Contract Change Order No. 8	$133,800
Construction Management and Inspection Contract	$233,174
Amendments to Contract No.	$90,000
Staff Time (Project Management)	$173,818
Total	**$3,000,000**

ANALYSIS: The Sewer Pipeline Rehabilitation Project has been under construction since March of this year. During construction, unforeseen circumstances and changing field conditions resulted in additional work that added eighty-five (85) working days to the construction schedule, for a total of 205 working days. However, under Contract No. 2024-101-CC, Willdan Engineering was only required to provide construction management and inspection services for a schedule of one hundred-twenty (120) working days. Amendment No. 1 to Contract No. 2024-101-CC therefore adds compensation to fund an additional 85 working days.

BACKGROUND: The City of South Gate's Public Works Department manages a sewer collection system consisting of approximately 120 miles of pipelines ranging from 4 to 27 inches in diameter, along with about 2,400 manholes and 19,500 service laterals that connect private properties to the City's sewer mains. The system is primarily constructed of Concrete and Vitreous Clay Pipe (VCP), with roughly 89 miles of concrete pipe and the remaining 31 miles mostly VCP, plus small sections of other materials. The system ultimately discharges the Los Angeles County Sanitation Districts (LACSD) for treatment and disposal.

In prior years, most of the concrete sewers were lined to extend their useful life; however, several concrete segments remain unlined. Previous system studies also identified VCP segments requiring rehabilitation due to deterioration such as cracking. The Sewer Pipeline Rehabilitation Project was developed to address these needs by lining remaining unlined concrete pipes where feasible, replacing severely deteriorated concrete segments with new VCP pipe, and lining VCP segments with significant defects.

On December 10, 2024, the City Council approved Contract No. 2024-101-CC with Willdan Engineering to provide construction management and inspection services on the Project with a one hundred-twenty (120) working-day construction schedule, in the amount of $233,174. The proposed contract amendment adds $90,000 to the contract to compensate Willdan Engineering for 85 days of additional construction management and inspection services required to bring the project to completion. The amended contract amount is $323,174.

The construction project which began in March is approximately 95% complete with the only remaining work being recently approved additions to the project scope. Project completion is anticipated by end of December 2025.

ATTACHMENTS: A. Proposed Amendment No. 1 (including Exhibit A and Exhibit B)
B. Contract No. 2024-101-CC*

*Each document is available for review through the Office of the City Clerk

CDH

AMENDMENT NO. 1 TO CONTRACT NO. 2024-101-CC FOR PROFESSIONAL SERVICES FOR THE CONSTRUCTION OF SEWER PIPELINE LINING AND IMPROVEMENTS, CITY PROJECT NO. 709-SWR BETWEEN THE CITY OF SOUTH GATE AND WILLDAN ENGINEERING

This Amendment No. 1 to Contract No. 2024-101-CC for Professional Services ("Agreement") is made and entered into on November 25, 2025, by and between the City of South Gate, a municipal corporation ("City"), and Willdan Engineering, a Delaware Corporation ("Consultant"). City and Consultant are sometimes hereinafter individually referred to as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, on December 10, 2024 the City Council approved Contract No. 2024-101-CC with Consultant ("Agreement") for professional services in relation to the City's Sewer Pipeline Lining and Improvements Project, City Project No. 709-SWR, in the amount of Two Hundred Thirty-Three Thousand One Hundred Seventy-Four Dollars ($233,174) (Exhibit A);

WHEREAS, unforeseen circumstances, changed conditions and additional work added to the project during construction have extended the project timeline and required the consultant to perform additional work, including construction management, inspection, and material testing, for which additional funding is necessary (See, Exhibit "A", attached.)

WHEREAS, on October 24, 2025, Willdan notified the City of Hourly Rate Adjustment issued by the California Department of Industrial Relations ("DIR"). As a result of the DIR's determination in prevailing wage rates, Willdan gave the City notice that it was increasing its rates to meet the DIRs published increases. (See, Exhibit "C", attached hereto.)

WHEREAS, City and Consultant desire to execute Amendment No. 1 to Contract No. 2024-101-CC for Professional Services, in an amount not to exceed **Ninety Thousand Dollars ($90,000)**, under the terms and conditions of the Agreement and Amendment No. 1 bringing the aggregate total of the Agreement and Amendment No. 1 to **Three Hundred Twenty-Three Thousand One Hundred Seventy-Four Dollars ($323,174)**.

NOW, THEREFORE, the Parties hereby agree as follows:

1. MODIFICATION TO AGREEMENT

1.1 SCOPE OF WORK

City hereby engages Consultant, and Consultant accepts such engagement, to perform the services set forth in the Scope of Services as described in Consultant's Proposal Exhibit "B"attached hereto and made part of this Agreement. The Scope of Services may be mutually amended from time to time by both Parties in writing.

1.2 COMPENSATION. The total amount of compensation for the Agreement, Amendment No. 1 shall not exceed the sum of **Three Hundred Twenty-Three Thousand One Hundred Seventy-Four Dollars ($323,174)**. City shall pay Consultant for its professional services rendered and reasonable costs incurred pursuant to the Agreement and Amendment No. 1. No additional compensation shall be paid for any other expenses incurred unless first approved by the City Manager.

1.2.1 No payment made hereunder by City to Consultant, other than the final payment, shall be construed as an acceptance by City of any work or materials, nor as evidence of satisfactory performance by the Consultant of its obligations under this agreement.

1.2.2 The Consultant shall submit to the City a bill of services within 15 calendar days after the end of each month. The City shall pay the consultant within forty-five (45) days of receipt of this invoice.

1.3 TERM OF AGREEMENT. This Agreement will remain in effect through December 31, 2025 unless otherwise expressly extended and agreed to by both Parties in writing, or terminated by either Party as provided herein.

2. EFFECT OF AMENDMENT. Except as expressly amended herein, all other terms and conditions of the Agreement and its Amendments, Attachments and Exhibits attached hereto, shall remain in full force. City reserves the right to augment or reduce the scope of work as the City deems necessary.

[Remainder of page left blank intentionally.]

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment No. 1 to be executed and attested by their respective officers hereunto duly authorized.

CITY OF SOUTH GATE:

By: _____
Maria Davila, Mayor

Dated: _____

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVE AS TO FORM:

By: _____ DRAFT
Raúl F. Salinas, City Attorney

WILLDAN ENGINEERING

By: _____
Chris Baca, RCI, Director of
Construction Management and
Inspection Services

Dated: _____

Exhibit A to Amendment No. 1

Mr. Charles Herbertson
City of South Gate
Public Works Department
8650 California Avenue
South Gate, CA 90280

Subject: ***Budget Amendment Request No. 1 – Proposal for Construction Management and Inspection for Construction of Sewer Pipeline Lining and Improvements, Phase I, CIP No. 709-SWR***

Dear Mr. Herbertson,

Pursuant to our recent discussions, this letter is to request authorization to modify our construction management services contract for the City's Construction of Sewer Pipeline Lining and Improvements, CIP No. 709-SWR. Willdan's revised budget of $233,174.00 included construction engineering services for approximately 100 working days. However, additional budget will be required to monitor the work performed between January 10, 2025, and December 31, 2025. The current budget requires a modification to cover the items listed below:

- Willdan's original budget did not include construction management hours to monitor the project between January 10, 2025 (Notice to Proceed date) and the first day of work by the Contractor on January 30, 2025. During this time, Willdan's construction management staff participated in a Pre-construction meeting and two Bi-weekly progress meetings, reviewed and processed seven (7) contractor submittals, a pause in the construction from the completion of the contractor's original scope of work on October 2, 2025, to the start of Additional Work (start date to be determined), and other appurtenant work.
- Willdan's revised budget includes additional inspection hours necessary to cover the work from the revised completion date of July 7, 2025, through the estimated completion date of December 1, 2025 (pending actual start date).

Willdan's current budget requires an adjustment to cover the unanticipated management and inspection services for the project during the delayed start of construction, additional days needed for the proposed Additional Work as approved by Contract Change Orders No. 7 and 8, project completion, claims mitigation, and project close-out services. The requested modification request would add an additional $90,000.00 to our revised budget and provide funding for the construction engineering services required to monitor the contract through the expected revised completion date of December 1, 2025.

To support this contract request, attached are two detailed spreadsheets for the City's review. The first spreadsheet, Exhibit A, shows Willdan's original cost proposal and is based on the original 120 working day contract; the second spreadsheet, Exhibit B, shows Willdan's estimate to complete the work by December 31, 2024. Please keep in mind Willdan's estimate to complete the work is based on the Contractor's current work pace and our actual fee may be somewhat less or higher than estimated.

In conclusion, Willdan Engineering's revised budget of $233,174.00 would be increased by $90,000.00 for a revised total of $323,174.00. A modification is necessary to extend the services of the construction manager/public works inspector to assist the City through the completion of the Project.

If you have any questions or need additional information, please contact me at (310) 502-6335.

Respectfully submitted,
WILLDAN ENGINEERING

Chris Baca

Chris Baca, RCI, CESSWI
Director of Construction Management and Inspection Services

Enclosure

- Exhibit A – 11/20/2024 Revised Fee Proposal
- Exhibit B – 10/31/2024 Revised Fee Proposal
- Exhibit C – 10/24/2025 Notification of Hourly Rate Adjustment per California DIR Prevailing Wage Determination

910005/WW.00.40/P24-362

Exhibit A to Amendment No. 1

City of South Gate

REVISED FEE PROPOSAL (11-20-2024)
FOR
CONSTRUCTION MANAGEMENT AND INSPECTION Sewer
Main Repair Project, CIP No. 709-SWR

TASK / CLASSIFICATION	CONSTRUCTION MANAGER/ RESIDENT ENGINEER	PUBLIC WORKS INSPECTOR	LABOR COMPLIANCE	UTILIITY COORDINATION	MATERIAL TESTING	TOTAL COST
HOURLY RATE:	**$191**	**$151**	**$139**	**$133**	**LS**	
TASK No. 1: Project Coordination (CM)[1]						
SUBTASK 1.1 - Preconstruction	40					$7,640
SUBTASK 1.2 - Construction	320					$61,120
SUBTASK 1.3 - Post Construction	40					$7,640
SUBTASK 1.4 - Additional Construction Management (4 weeks)	0					$0
SUBTASK 1.5 - Non-Working Days (10 days)	0					$0
TASK No. 2: Construction Observation/Inspection[1]						
SUBTASK 2.1 - Preconstruction		24				$3,624
SUBTASK 2.2 - Construction		800				$120,800
SUBTASK 2.3 - Post Construction		20				$3,020
SUBTASK 2.4 - Additional Construction Inspection (4 weeks)		0				$0
SUBTASK 2.5 - Non-Working Days (10 days)		0				$0
TASK No. 3: Labor Compliance						
SUBTASK 3.1 - Review Certified Payrolls			80			$11,120
SUBTASK 3.2 - Conduct Employee Interviews			10			$1,390
TASK No. 4: Material Testing[4]						
SUBTASK 4.1 - Compaction and PCC Testing					$11,500	$11,500
TASK No. 5: Utility & Outside Agency Coordination						
SUBTASK 5.1 - Utility and Outside Agency Coordination				40		$5,320
TOTAL TASK 1-5	**400**	**844**	**90**	**40**	**$11,500**	**$233,174.00**

[1]. Willdan's revised fee is based on a 100 construction time period, as stipulated by the City's Representative on 11-20-2024. Additional services beyond this duration will be provided on a time-and-material basis at Willdan's standard hourly rates.

[2] Inspector hours are estimated and will be dependent upon the Contractor's final phasing and scheduling implementation.

[3] Overtime inspection services are not included, but will be billed at 1.5 times normal hourly rate if required and may require adjustment to the approved budget. Work performed by support staff with titles not explicitly listed herein will be charged in accordance with Willdan's current 2023-2024 standard hourly rates.

[4] Includes trench compaction testing and pcc testing of manholes including six sets of (6) 4" x 8" cylinders for breaks at the following milestones: (1) at 3-days, (1) at 7-days, (3) at 28-days) and (1) hold.

Exhibit B to Amendment No. 1

City of South Gate

REVISED FEE PROPOSAL (11-3-2025)
FOR
CONSTRUCTION MANAGEMENT AND INSPECTION Sewer Main
Repair Project, CIP No. 709-SWR

TASK / CLASSIFICATION	CONSTRUCTION MANAGER/ RESIDENT ENGINEER	PUBLIC WORKS INSPECTOR[2]	LABOR COMPLIANCE	UTILITY COORDINATION	MATERIAL TESTING	TOTAL COST
TASK No. 1: Project Coordination (CM)						
SUBTASK 1.1 - Preconstruction	50					$9,550
SUBTASK 1.2 - Construction	400					$76,400
SUBTASK 1.3 - Post Construction	40					$7,640
SUBTASK 1.4 - Additional Construction Management (5 weeks)	50					$9,550
SUBTASK 1.5 - Non-Working Days (20 days)	0					$0
TASK No. 2: Construction Observation / Inspection						
SUBTASK 2.1 - Preconstruction		24				$3,864
SUBTASK 2.2 - Construction		800				$128,800
SUBTASK 2.3 - Post Construction		30				$4,830
SUBTASK 2.4 - Additional Construction Inspection (5 weeks)[5]		236				$38,030
SUBTASK 2.5 - Non-Working Days (20 days)		40				$6,440
TASK No. 3: Labor Compliance						
SUBTASK 3.1 - Review Certified Payrolls			100			$13,900
SUBTASK 3.2 - Conduct Employee Interviews			10			$1,390
TASK No. 4: Material Testing[4]						
SUBTASK 4.1 - Compaction and PCC Testing					$26,400	$26,400
TASK No. 5: Utility & Outside Agency Coordination						
SUBTASK 5.1 - Utility and Outside Agency Coordination				40		$5,320
TOTAL TASK 1-5	540	1130	110	40	$26,400	$332,114.00
ORIGINAL TOTAL	400	844	90	40	$11,500	$233,174.00
ADDITIONAL WORK TOTAL - BUDGET AMENDMENT NO. 1	140	286	20	0	$14,900	$98,000.00

[1] Wildan's revised fee is based on a 205-day construction time period (100-day original + 20-day contract extension + 85 days for change orders and additional work), as stipulated by the City's Representative on 11-3-2025. Additional services beyond this duration will be provided on a time-and-material basis at Wildan's standard hourly rates.

[2] Inspector hours are estimated and will be dependent upon the Contractor's final phasing and scheduling implementation.

[3] Overtime inspection services are not included, but will be billed at 1.5 times normal hourly rate if required and may require adjustment to the approved budget. Work performed by support staff with titles not explicitly listed herein will be charged in accordance with Wildan's current 2024-2025 standard hourly rates.

[4] Includes trench compaction testing and pcc testing of manholes, including six sets of (6) 4" x 8" cylinders for breaks at the following milestones: (1) at 3-days, (1) at 7-days, (3) at 28-days) and (1) hold.

[5] Inspector hourly was increased by 6.32% to $161.00/hour effective September 1, 2025, based on Department of Industrial Relations (DIR) Prevailing Wage Determination SC-23-63-2-2025-1D.

Exhibit C to Amendment No. 1

WILLDAN

October 24, 2025

Mr. Charles Herbertson
City of South Gate
Public Works Department
8650 California Avenue
South Gate, CA 90280

Subject: **Notification of Hourly Rate Adjustment per California DIR Prevailing Wage Determination**

Dear Mr. Herbertson,

In accordance with California Labor Code requirements and the latest determinations issued by the California Department of Industrial Relations (DIR), this letter serves as formal notice of an adjustment to our billing rates for field personnel working under prevailing wage classifications.

Effective September 1, 2025, the DIR issued Prevailing Wage Determination No. SC-23-63-2-2025-1D, which supersedes Determination No. SC-23-63-2-2024-1D. The updated determination increased the required hourly wage rates for employees classified under Groups 1 and 2, which apply to the inspection and materials testing services we provide under our agreement with your agency.

Consistent with our established billing policy and as noted in our standard rate schedule, for prevailing wage classifications, the increase in hourly rates will be per the prevailing wage increase set by the California Department of Industrial Relations.

Accordingly, the hourly billing rates for affected personnel have been increased by a percentage equivalent to the DIR's published increase in prevailing wage for these classifications. These revised rates are reflected in the attached invoice(s) for services performed on or after September 1, 2025.

Labor Classification	Group Number	Percent Increase
Field Soils & Materials Tester	1	6.44%
Construction Inspector	2	6.32%
Special Inspector	2	6.32%

We appreciate your understanding and cooperation in maintaining compliance with California prevailing wage laws. For your reference, I have enclosed a copy of the referenced DIR determinations. If you require a detailed breakdown of the adjustments, please let us know and we will be happy to provide supporting documentation.

Thank you for your continued partnership.

Respectfully submitted,
WILLDAN

Mike Bustos, PE, ENV SP
Deputy Director of Construction Services

(805) 963-6097 | (800) 499-1700 | Fax: 805-754-3687 | 374 Poli Street, Suite 101, Ventura, California 93001-2605
www.willdan.com

CURRENT DETERMINATION (EFFECTIVE 9/1/2025)

GENERAL PREVAILING WAGE DETERMINATION MADE BY THE DIRECTOR OF INDUSTRIAL RELATIONS
PURSUANT TO CALIFORNIA LABOR CODE PART 7, CHAPTER 1, ARTICLE 2, SECTIONS 1770, 1773 AND 1773.1
FOR COMMERCIAL BUILDING, HIGHWAY, HEAVY CONSTRUCTION AND DREDGING PROJECTS

CRAFT: BUILDING/CONSTRUCTION INSPECTOR AND FIELD SOILS AND MATERIAL TESTER#

Determination:
SC-23-63-2-2025-1D

Issue Date:
August 22, 2025

Expiration date of determination:
June 30, 2026** The rate to be paid for work performed after this date has been determined. If work will extend past this date, the new rate must be paid and should be incorporated in contracts entered into now. Contact the Office of the Director - Research Unit for specific rates at (415) 703-4774.

Localities:
All localities within Imperial, Inyo, Kern, Los Angeles, Mono, Orange, Riverside, San Bernardino, San Luis Obispo, Santa Barbara and Ventura Counties.

Wages and Employer Payments:

Classification[a] (Journeyperson)	Basic Hourly Rate	Health and Welfare	Pension[b]	Vacation and Holiday[c]	Training	Other	Hours	Total Hourly Rate	Daily Overtime Hourly Rate[d] (1½ x)	Saturday Overtime Hourly Rate[e] (1½ x)	Sunday/ Holiday Overtime Hourly Rate (2 x)
Group 1	$64.18	$14.20	$15.65	$3.95	$1.10	$0.45	8	$99.53	$131.62	$131.62	$163.71
Group 2	$65.96	$14.20	$15.65	$3.95	$1.10	$0.45	8	$101.31	$134.29	$134.29	$167.27
Group 3	$67.96	$14.20	$15.65	$3.95	$1.10	$0.45	8	$103.31	$137.29	$137.29	$171.27

SUPERCEDED DETERMINATION (EFFECTIVE 9/1/2024-8/31/2025)

GENERAL PREVAILING WAGE DETERMINATION MADE BY THE DIRECTOR OF INDUSTRIAL RELATIONS
PURSUANT TO CALIFORNIA LABOR CODE PART 7, CHAPTER 1, ARTICLE 2, SECTIONS 1770, 1773 AND 1773.1
FOR COMMERCIAL BUILDING, HIGHWAY, HEAVY CONSTRUCTION AND DREDGING PROJECTS

CRAFT: BUILDING/CONSTRUCTION INSPECTOR AND FIELD SOILS AND MATERIAL TESTER#

Determination:
SC-23-63-2-2024-1D

Issue Date:
August 22, 2024

Expiration date of determination:
June 30, 2025* Effective until superseded by a new determination issued by the Director of Industrial Relations. Contact the Office of the Director – Research Unit (415) 703-4774 for the new rates after 10 days from the expiration date, if no subsequent determination is issued.

Localities:
All localities within Imperial, Inyo, Kern, Los Angeles, Mono, Orange, Riverside, San Bernardino, San Luis Obispo, Santa Barbara and Ventura Counties.

Wages and Employer Payments:

Classification[a] (Journeyperson)	Basic Hourly Rate	Health and Welfare	Pension[b]	Vacation and Holiday[c]	Training	Other	Hours	Total Hourly Rate	Daily Overtime Hourly Rate[d] (1½ x)	Saturday Overtime Hourly Rate[e] (1½ x)	Sunday/ Holiday Overtime Hourly Rate (2 x)
Group 1	$59.18	$13.20	$15.65	$3.95	$1.10	$0.43	8	$93.51	$123.10	$123.10	$152.69
Group 2	$60.96	$13.20	$15.65	$3.95	$1.10	$0.43	8	$95.29	$125.77	$125.77	$156.25
Group 3	$62.96	$13.20	$15.65	$3.95	$1.10	$0.43	8	$97.29	$128.77	$128.77	$160.25

Classifications:

Group 1
Field Soils and Materials Tester
Field Asphaltic Concrete (Soils and Materials Tester)
Field Earthwork (Grading Excavation and Filling)
Roof Inspector
Water Proofer

Group 2
AWS-CWI Welding Inspector
Building/Construction Inspector
Licensed Grading Inspector
Reinforcing Steel
Reinforced Concrete
Pre-Tension Concrete
Post-Tension Concrete
Structural Steel and Welding Inspector
Glue-Lam and truss Joints
Truss-Type Joint Construction
Shear Wall and Floor System used as diaphragms
Concrete batch Plant
Spray-Applied Fireproofing
Structural masonry

Group 3
Nondestructive Testing (NDT)
Unmanned Aircraft Systems (UAS Drones) Operator (when used in conjunction with field soils and material testing – building/construction inspection

Office of the
South Gate City Clerk

NOV 20 2025
FILED
2:20pm

Item No. 16

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **November 25, 2025**
Originating Department: **Public Works**

Department Director: *Arturo Cervantes* ***City Manager:*** *Rob Houston*

SUBJECT: AGREEMENT WITH ATHENA ENGINEERING INC. FOR THE CONSTRUCTION OF THE SOUTH GATE POLICE DEPARTMENT'S HEATING, VENTILATION AND AIR CONDITIONING (HVAC) REPLACEMENT, CITY PROJECT NO. 667-GEN

PURPOSE: The South Gate Police Department (SGPD) Detention Center is currently equipped with an outdated air-handling system that provides heating but no air conditioning, resulting in poor ventilation and uncomfortable indoor temperatures during the summer months. To address these issues, the City included the HVAC Replacement Project in the Fiscal Year 2024/25 Capital Improvement Program. The purpose of this action is to award a construction agreement to Athena Engineering Inc. for installation of a new, energy-efficient HVAC system that will provide both heating and cooling to improve indoor comfort and reliability.

RECOMMENDED ACTIONS:

a. Approving an Agreement with Athena Engineering Inc., for the construction of the SGPD HVAC Replacement, City Project No. 667-GEN, in an amount not to exceed $427,642;
b. Authorizing the City Manager to approve change orders administratively up to a cumulative amount of $200,000 to avoid delaying construction if change order work is needed;
c. Authorizing the City Manager to approve pre-payments of construction progress payments for the construction contract to meet compliance with state legislation that requires payments within 30 days;
d. Declaring HVAC Project, City Project No. 667-GEN, to be Categorically Exempt under Title 14 of the California Code of Regulations, Section 15301 Class 1 of the California Environmental Quality Act ("CEQA"); and
e. Authorize the Mayor to execute the Agreement in a form acceptable to the City Attorney.

FISCAL IMPACT: The proposed Agreement is in the amount of $427,642, and it will be funded with General Funds budgeted in the Fiscal Year 2024/25 Capital Improvement Program. The HVAC Project is budgeted in the amount of $1.2 Million with General Funds, as summarized below.

	General Fund
Construction Contract	$427,642
Construction Contingency	$200,000
Construction Inspection Estimate	$85,000
Construction Support (Architect)	$39,000
Design, PM, staff time, permits, etc. Estimate	$35,000
*Unprogrammed Funds	$413,358
Total Project Costs	**$1,200,000**

* Project is under budget. See analysis for explanation.

ANALYSIS: The proposed contract was procured through a competitive bidding process. In accordance with the bid specifications, the lowest bidder was determined based on the total amount of the Base Bid. Athena Engineering, Inc. submitted the lowest responsive and responsible bid in the amount of $427,642. Therefore, staff recommend awarding the construction contract to Athena Engineering, Inc., as the lowest responsive and responsible bidder.

Staff is pleased to report that the project costs are coming in well below the $1.2 Million project budget, resulting in a substantial positive budget variance. After accounting for construction, contingency, inspection, design, permitting, and construction support services, the project retains $413,358 in unprogrammed funds. This favorable outcome reflects well-crafted engineering design solutions, demonstrating prudent financial planning and effective project scoping by staff.

BACKGROUND: The SGPD Detention Center is currently equipped with an aging air-handling system that provides warm air through the existing boiler unit and relies on unconditioned outside air for ventilation. The system does not provide air conditioning. During the summer months, indoor temperatures within the Detention Center can exceed 80 degrees, creating uncomfortable working conditions for staff and resulting in frequent complaints from inmates. The current system has also become increasingly difficult to maintain due to outdated components and limited availability of replacement parts.

The HVAC Project is included in the Fiscal Year 2024/25 Capital Improvement Program. The purpose of the project is to replace the existing air-handling unit with a new, energy-efficient HVAC system capable of providing both heating and cooling as needed to maintain proper air circulation, temperature, and comfort levels within the Detention Center. The scope of work includes the removal and replacement of the existing system, installation of new ductwork and controls, and associated electrical, mechanical, and plumbing improvements. Renovation of other areas within the South Gate Police Station will be addressed in a future phase as funding becomes available.

On October 2, 2025, staff published the Notice Inviting Bids in the Daily Journal and advertised the project through PlanetBids. A public bid opening was held on October 30, 2025, at the City Clerk's Office. The City received five (5) bids, with total bid amounts ranging from $427,642 to $979,654. Following a detailed bid analysis, Athena Engineering, Inc. was determined to be the lowest responsible and responsive bidder.

Contractor	Base Bid
Engineer's Estimate	*$412,000*
Athena Engineering Inc.	$427,642
Simco Mechanical Inc.	$436,000
United Mechanical Contractors	$476,000
F.M. Thomas	$979,654
AR Air Conditioning Inc.*	-

*Air Conditioning Inc. Bid was considered Non-Responsive due to missing Documents
(Bid Bond, Bid Schedule, Unit/Total Price, Contractor provided one Lump Sum for the project)

Athena Engineering Inc. is based in San Dimas, California. It has been in business for over forty years. Staff contacted listed references and received positive commentary. The company has the capacity and experience to perform the work required under the bid solicitation.

Pursuant to the guidelines of the California Environmental Quality Act (CEQA), this Project is categorically exempt under Title 14 of the California Code of Regulations, Section 15301, Class 1 exemption for minor alteration to Structure, which was filed with the County Clerk/Registrar-Recorder, County of Los Angeles on July 19, 2019.

Construction is planned to start January 2026, and be completed within 124 working days.

ATTACHMENTS:
A. Proposed Agreement
B. Proposed Bid
C. Bid Analysis
D. Notice of Exemption

ES:lc

AGREEMENT FOR THE SOUTH GATE POLICE DEPARTMENT, (SGPD) HEATING, VENTILATION AND AIR CONDITIONING (HVAC) REPLACEMENT PROJECT, CITY PROJECT NO. 667-GEN, BETWEEN THE CITY OF SOUTH GATE AND ATHENA ENGINEERING INC.

This Agreement for the SGPD-HVAC Replacement Project ("HVAC Project") ("Agreement"), is made and entered into on **November 25, 2025**, by and between the City of South Gate, a municipal corporation ("City"), and **Athena Engineering Inc.**, a California corporation, ("Contractor"). City and Contractor are sometimes hereinafter individually referred to as a "Party" and collectively referred to as "Parties."

The City and the Contractor hereto mutually agree as follows:

ARTICLE I

THE PROJECT

For and in consideration of the mutual promises set forth herein, Contractor agrees with City to perform and complete in good and workmanlike manner all work required by the Contract Documents for City Contract No. ____, which involves the **SGPD-HVAC Replacement Project, City Project No. 667-GEN**.

Said work shall be performed in accordance with the Plans, Specifications, and other Contract Documents, all of which are referenced in Article III hereof and incorporated herein as though fully set forth. Contractor shall furnish at its own expense all labor, materials, equipment and services necessary therefore, except such labor, materials, equipment and services as are specified in the Contract Documents to be furnished by City.

ARTICLE II

CONTRACT SUM AND PAYMENT

For performing and completing the work in accordance with the Contract Documents, City shall pay Contractor, in full compensation therefore, the contract sum of **Four Hundred Twenty-Seven Thousand Six Hundred Forty-Two Dollars and Thirty Five Cents ($427,642.35)** set forth in the Bid Schedule(s) that are included among the Contract Documents. Said sum shall constitute payment in full for all work performed hereunder, including, without limitation, all labor, materials, equipment, tools and services used or incorporated in the work, supervision, administration, overhead, expenses and any and all other things required, furnished or incurred for completion of the work as specified in the Contract Documents. City shall make payments to Contractor on account of the contract sum at the time, in the manner, and upon the conditions specified in the Contract Documents.

ARTICLE III

CONTRACT DOCUMENTS

The Contract Documents, which constitute the entire Agreement between the City and the Contractor, are enumerated as follows: the Notice Inviting Bids, the Instructions to Bidders, the Accepted Proposal, the Bid Schedule(s), the List of Subcontractors, Contractor's Industrial Safety Record, the Contractors Qualification Statement, the Bid Security Forms for Check or Bond, this Agreement, the Worker's Compensation Insurance Certificate, the Performance Bond, the Payment Bond, the Non-Collusion Affidavit, the Specifications, and Special Provisions and all addenda as prepared prior to the date of bid opening setting forth any modifications or interpretations of any of said documents, and any and all supplemental agreements heretofore or herewith executed amending or extending the work contemplated and which may be required to complete the work in a substantial and acceptable manner, all of which are referred to as the Contract Documents. These form the entire "Contract", and all are as fully a part of the Contract as if attached to this Agreement or repeated herein.

ARTICLE IV

INDEMNIFICATION

The Contractor shall indemnify, hold harmless and defend (with counsel selected by the City), the City of South Gate and its affiliated entities, its officers, employees, consultants and sub-consultants, their respective officers, agents, employees (collectively the "Indemnified Parties"), from any and all claims and losses whatsoever occurring or resulting to any and all persons, firms, or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, any and all claims, lawsuits or actions arising from the awarding or execution of this Agreement, and from any and all claims and losses occurring or resulting to any person, firm, corporation or property for damage, injury, death arising out of or connected with the Contractor's obligation to indemnify, defend and save harmless the "Indemnified Parties" as stated hereinabove including, but not be limited to, paying all legal fees and costs incurred in connection with any such claims, losses, lawsuits or actions. THIS PROVISION SHALL SURVIVE THE COMPLETION OF WORK AND SERVICES TO BE PROVIDED UNDER THIS AGREEMENT AND THE OTHER CONTRACT DOCUMENTS.

ARTICLE V

COMMENCEMENT, COMPLETION AND LIQUIDATED DAMAGES

Contractor shall commence work on a date to be specified in a written Notice to Proceed from the City's Director of Public Works and shall complete all work within **One Hundred Twenty Four (124) Working Days** thereafter (subject to "force majeure" delays, if any, to the extent allowed under the Contract Documents). If the work is not completed within that time, Contractor shall owe and pay to the City liquidated damages in the amount or amounts set forth in the Contract Documents.

ARTICLE VI

EFFECTIVE DATE

This Agreement shall become effective and commence on November 25, 2025.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed and attested by their respective officers thereunto duly authorized.

CITY OF SOUTH GATE:

By:_____
Maria Davilla, Mayor

Dated:_____

ATTEST:

By:_____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: DRAFT 46
_____
Raúl F. Salinas, City Attorney

ATHENA ENGINEERING INC.

By:_____
Jane Chiera, President

Dated: _____

WORKER'S COMPENSATION INSURANCE CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 AND 1861.

> I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of this Contract.

DATED:_____

ATHENA ENGINEERING INC.
Contractor

By:_____
Name

_____
Title

ATTEST:

By:_____
Signature

_____
Title

INDEMNIFICATION AND LIABILITY INSURANCE REQUIREMENTS

The following requirements must be met when submitting insurance certificates to the City of South Gate in connection with Public Works and other projects:

1. The insurance certificate must be issued to the City of South Gate, 8650 California Avenue, South Gate, CA 90280, attention of the City Engineer.

2. The City of South Gate, South Gate Housing Authority, and their officers, employees, elected officials, and agents must be shown as additional insured per ISO CG 20 10 11 85, and separate endorsement signed by an authorized representative of the insurance company is required.

3. The City has the right to request a copy of complete insurance policy including all endorsements and certificates.

4. The Certificate must include cross liability coverage either included in the Commercial General Liability coverage, and so indicate on the face of the Certificate under that heading or by separate endorsement.

5. The Certificate should also indicate that the insurance covers "All Operations" or should specify the particular services to be provided.

6. Contractor shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

   Minimum Scope of Insurance

   Coverage shall be at least as broad as:

   1. Insurance Services Office Commercial General Liability coverage (occurrence from CG 0001).

   2. Insurance Services Office form number CA 0001 (Ed. 1/87) covering Automobile Liability, code 1 (any auto).

   3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

   4. Course of Construction insurance covering for "all risks" of loss. Earthquake and flood insurance is not required to be furnished by the Contractor.

Contractor shall maintain limits no less than:

1. General Liability: $1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the project which is the subject of this Agreement and the location where work thereunder is to be performed, or the general aggregate limit shall be twice the required occurrence limit.

2. Automobile Liability: $1,000,000 per accident for bodily injury and property damage.

3. Employer's Liability: $1,000,000 per accident for bodily injury or disease.

4. Course of Construction: Completed value of the project that is the subject of this Agreement.

Deductibles and Self-Insured Retention

Any deductibles or self-insured retention must be declared to and approved by the City. At the option of the City, either the insurer shall reduce or eliminate such deductibles or self-insured retention as respects the City, its officers, officials, employees and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Other Insurance Provisions

The general liability and automobile policies are to contain, or be endorsed to contain, the following provisions:

1. The City, its officers, officials, employees, and volunteers are to be covered as insurers with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Contractor; and with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance or as a separate owner's policy.

2. For any claims related to the project that is the subject of this Agreement, the Contractor's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled, or modified, by either party, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City.

Course of construction policies shall contain the following provisions:

1. The City shall be named as loss payee.
2. The insurer shall waive all rights of subrogation against the City.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII.

Verification of Coverage

Contractor shall furnish the City with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the City or on other than the City's forms, provided those endorsements or policies conform to the requirements. All certificates and endorsements are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

Subcontractors

Contractor shall include all subcontractors as insurers under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverage for subcontractors shall be subject to all of the requirements stated herein.

Indemnification

The Contractor shall indemnify, hold harmless and defend (with counsel selected by the City of South Gate), the City of South Gate, the City of South Gate Housing Authority, their consultants and sub-consultants, and their respective officers, agents, and employees, from any and all claims and losses whatsoever occurring or resulting to any and all persons, firms, corporations or other entities furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, any and all claims, lawsuits or actions arising from the awarding or execution of this Agreement, and from any and all claims and losses occurring or resulting to any person, firm, corporation or other entity, or property for damage, injury, death arising out of or connected with the Contractor's obligation to indemnify, defend and save harmless the City of South Gate, the City of South Gate Housing Authority, their consultants, sub-consultants, and other parties listed above, as stated hereinabove shall include, but not be limited to, paying all legal fees and costs incurred by legal counsel of the City of South Gate's choice in representing the City of South Gate, the City of South Gate Housing Authority, consultants and sub-consultants in connection with any such claims, losses, lawsuits or actions. THIS PROVISION SHALL SURVIVE THE COMPLETION OF WORK AND SERVICES TO BE PROVIDED UNDER THIS AGREEMENT.

SOUTH GATE POLICE DEPARTMENT HEATING, VENTILATION AND AIR CONDITIONING REPLACEMENT PROJECT, CITY PROJECT NO. 667-GEN

FAITHFUL PERFORMANCE BOND
100% OF CONTRACT AMOUNT

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, the City of South Gate ("City" herein) has awarded to **Athena Engineering Inc.,** ("Contractor" herein) a Contract for:

SOUTH GATE POLICE DEPARTMENT HEATING, VENTILATION AND AIR CONDITIONING REPLACEMENT PROJECT, CITY PROJECT NO. 667-GEN; and

WHEREAS, said Contract is incorporated herein by this reference; and

WHEREAS, said Contractor is required under the terms of said Contract to furnish a bond for the faithful performance of said Contract;

NOW, THEREFORE, we, Contractor and _____ as Surety, are held and firmly bound unto the City in the penal sum of **Four Hundred Twenty-Seven Thousand Six Hundred Forty-Two Dollars and Thirty-Five Cents ($427,642.35)** lawful money of the United States, for the payment of which we bind ourselves, our heirs, successors, executors and administrators, jointly and severally, firmly by these presents.

The condition of this obligation is such that the obligation shall become null and void if the above-bounded Contractor, his or its heirs, executors, administrators, successors, or assigns, shall in all things stand to, abide by, well and truly keep and perform the covenants, conditions and provisions in said Contract and any alteration thereof made as therein provided, on his or their part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the City, its officers, agents and employees, as therein stipulated; otherwise, this obligation shall be and remain in full force and effect.

As a part of the obligation secured hereby, and in addition to the face amount specified, costs and reasonable expenses and fees shall be included, including reasonable attorneys' fees, incurred by the City in successfully enforcing the obligation, all to be taxed as costs and included in any judgment rendered.

The Surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract, the work to be performed thereunder, or the specifications that accompany the Contract shall in any manner affect its obligations on this bond. The Surety hereby waives notice of any such change, extension of time, alteration or addition to the terms of the Contract, the work, or the specifications.

Note: All signatures must be acknowledged before a notary public. Attach appropriate acknowledgment.

CONTRACTOR NAME:

By: _____
Name

Title: President

_____

_____
(Type address of Contractor)

_____
(Type name of Surety)

_____

_____
(Type address of Surety)

By: _____
(Signature of authorized officer)

_____
(Title of officer)

APPROVED AS TO FORM:

DRAFT

_____
Raúl F. Salinas, City Attorney

SOUTH GATE POLICE DEPARTMENT HEATING, VENTILATION AND AIR CONDITIONING REPLACEMENT PROJECT, CITY PROJECT NO. 667-GEN

100% PAYMENT BOND

WHEREAS, the City of South Gate, South Gate, California ("City" herein), has awarded to **Athena Engineering Inc.,** ("Contractor" herein) a Contract for the work described as follows:

SOUTH GATE POLICE DEPARTMENT HEATING, VENTILATION AND AIR CONDITIONING REPLACEMENT PROJECT, CITY PROJECT NO. 667-GEN

WHEREAS, said Contractor is required to furnish a bond in connection with said Contract, to secure the payment of claims of laborers, mechanics, material suppliers and other persons, as provided by law;

NOW, THEREFORE, we, the undersigned Contractor and Surety, are held firmly bound unto the City in the sum of **Four Hundred Twenty-Seven Thousand Six Hundred Forty-Two Dollars and Thirty-Five Cents ($427,642.35)** for which payment well and truly to be made we bind ourselves, our heirs, executors and administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if said Contractor, its heirs, executors, administrators, successors, assigns, or subcontractors shall fail to pay any of the persons named in Civil Code Section 9100(a), or amounts due under the Unemployment Insurance Code with respect to work or labor performed under the Contract, or any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of the Contractor and its subcontractors pursuant to Section 13020 of the Unemployment Insurance Code, with respect to such work and labor, then the Surety herein will pay for the same in an amount not exceeding the sum specified in this bond, otherwise the above obligation shall be void. If suit is brought upon this bond, the said Surety will pay a reasonable attorney's fee to the plaintiff(s) and the City in an amount to be fixed by the court.

This bond shall inure to the benefit of any of the persons named in Civil Code Section 9100(a) as to give a right of action to such persons or their assigns in any suit brought upon this bond.

Said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or modification of the Contract Documents or the work to be performed thereunder shall in any way affect its obligations on this bond, and it does hereby waive notice of such change, extension of time, alteration or modification of the Contract Documents or of work to be performed thereunder.

IN WITNESS WHEREOF, this instrument has been duly executed by the above-named Contractor and Surety on _____, 2025.

NON-COLLUSION AFFIDAVIT TO BE EXECUTED BY EACH AWARDEE OF A PRINCIPAL CONTRACT

STATE OF CALIFORNIA)
) SS.
COUNTY OF)

_____ being first duly sworn, deposes and says that he is _____ of _____ (sole owner, a partner, president, etc.) _____ the party making the foregoing bid, that such bid is not made in the interest of or behalf of any undisclosed person, partnership, company, association, organization or corporation, that such bid is genuine and not collusive or sham, that said bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding, that said bidder has not in any manner, directly or indirectly, sought by agreements, communication or conference with anyone to fix the bid price of said bidder or of any other bidder, or to fix the overhead, profit or cost element of such bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the Contract or anyone interested in the proposed Contract; that all statements contained in such bid are true and, further, that said bidder has not, directly or indirectly, submitted his bid price, or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid and will not pay any fee in connection therewith to any corporation, partnership, company, association, organization, bid depository or to any member or agent thereof, or to any other individual, except to such person or persons as have a partnership or other financial interest with said bidder in their general business.

Signed _____

_____
Title

Subscribed and sworn to before me this _____ day of_____, 2025.

_____
Notary Public

(Attach Notary Certificate)

of the Subcontractor's total cost for the extra work. Regardless of the number of hierarchical tiers of Subcontractors, the 5 percent increase above the performing subcontractor's total cost which includes the allowances for overhead and profit may be applied one time only.

20. CONTRACTOR'S CHECKLIST

The Contractor shall submit the following items with this proposal:

Specification Page No.	Item	Check
I-17	List of Sub-Contractors	☑
I-19	Contractor's Industrial Safety Record.	☑
I-20	Contractor's Qualification Statement	☑
I-21	Contractor's Organization Statement and Performance History	☑
I-23	Additional Information and/or Comments	☑
I-24	Equals	☑
I-25	Certification of Non-Discrimination and Affirmative Action.	☑
I-26	10% Bid Security Forms for Check or bond to accompany bid.	☑
I-27	Bid bond.	☑
I-28	Statement Acknowledging Penal and Civil Penalties Concerning the Contractor's Licensing Laws.	☑
I-42	Non-Collusion Affidavit	☑

Contractor Name: Athena Engineering, Inc.

21. INSPECTION

It shall be the Contractor's responsibility to coordinate and schedule all required inspections with the building department. The City is not responsible for delays caused by inspection scheduling or any required rework.

22. DAILY SIGN IN SHEET

the contractor shall maintain a daily sign in sheet of all persons on the project site including names and classifications. The Daily Time Sheet shall be submitted to the City

PROPOSAL

TO THE HONORABLE MAYOR AND MEMBERS
OF THE CITY COUNCIL OF THE
CITY OF SOUTH GATE, CALIFORNIA

The undersigned hereby proposes to perform all work for which a contract may be awarded him and to furnish any and all labor, material, equipment, transportation, and other facilities required for

SOUTH GATE POLICE DEPARTMENT HEATING, VENTILATION, AND AIR CONDITIONING REPLACEMENT PROJECT

CITY PROJECT NO. 667-GEN

together with appurtenances thereto, all as set forth in the Specifications, and other Contract Documents, and he further proposes and agrees that, if his bid is accepted, he will contract in the form and manner stipulated, to perform all work called for by the Specifications and other Contract Documents, and to complete all such work in strict conformity therewith within the time limits set forth therein, and that he will accept as full payment therefore, the total bid amounts named in the Bid Schedule(s) forming a part hereof. **A bid bond in favor of the City of South Gate for** forty two thousand seven hundred sixty four dollars and twenty four cents Dollars ($ 42,764.24)

which amount is not less than ten percent (10%) of the total amount of his proposal which is attached hereto and is given as a guarantee that the undersigned will execute the agreement and furnish the required bonds if awarded the Contract and in case of failure to do so within the time provided, said check or bid bond shall be forfeited to the City of South Gate. The face amount of bid bond shall be considered established.

It is understood and agreed that:

1. The undersigned has carefully examined all the Contract Documents which will form a part of the Contract; namely, Notice Inviting Bids, Instructions to Bidders, Proposal Forms, the Bid Schedule, List of Subcontractors, the Contractor's Industrial Safety Record, the Contractor's Qualification Statement, Contractor's Organization Statement and Performance History, Additional Information and/or Comments, Equals List, Certification of Nondiscriminatory and Affirmative Action, Bid Bond, Statement Acknowledging Penal and Civil Penalties, Concerning the Contractor's Licensing Laws, the Worker's Compensation Insurance Certificate, the Construction Agreement, Performance Bond, Payment Bond, Non-Collusion Affidavit, Specifications and Construction Drawings, and all revisions or addenda setting forth any modifications or interpretations of any of said documents.

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

3. The undersigned fully understands the scope of the work and has carefully checked all words and figures inserted in this bid and he further understands that the City will in no way be responsible for any errors or omissions in the preparation of this bid.

4. The undersigned will execute the agreement and furnish the required bonds and certificates of insurance within ten (10) calendar days after notice to him of acceptance of his bid by the City. The inability to execute the agreement within ten (10) days will be cause to reject the bid and award to the next low bidder.

5. The undersigned hereby certifies that this proposal is genuine and not sham or collusive or made in the interest or on behalf of any person not herein named and the undersigned has not directly or indirectly induced or solicited any other bidder to put in a sham bid or any other person, firm or corporation to refrain from bidding, the undersigned has not in any manner sought by collusion to secure for himself an advantage over any other bidder.

6. The undersigned will accept an award and enter into a contract for all work scheduled herein on which he submits a bid. The award for such work shall be entirely at the discretion of the City after evaluation of the bids. In the event the bidder to whom the work is awarded fails to enter into a contract and furnish the required bonds therefore within the time provided, the bidder will be liable for forfeiture of ten percent (10%) of the total bid amount to the City, even though such amount may be less than the face amount of the bid security, check or bond posted with the bid.

Note: All amounts and totals given in the Bid Schedule(s) will be subject to verification by the City. In case of variation between the unit price and totals shown by bidder, the unit prices will be considered to be his bid. In case of variation between unit prices written in words and unit prices given in numerals, those written in words shall be considered to be the correct prices.

Addenda No(s). Received
Addendum 1, Addendum 2, Addendum 3

The undersigned is licensed in accordance with the laws of the State of California providing for the registration of Contractors.

Signature

By Athena Chiera

456 E. Foothill Blvd., San Dimas, CA 91773
Address

Secretary, V.P. of Business Development
Title

Signature

By Jane Chiera

(909)971-8439
Telephone Number

President
Title

License No. 523044 Classification License Expiration Date 01/31/2026

Department of Industrial Relations Registration No. 1000001592

Registration Date 07/01/2025 Expiration Date 06/30/2026

Email Address amc@athenaengineering.com

* Surety to be utilized for Contract Bonds (Performance Bond and Payment Bond)

Nationwide Mutual Insurance Company
Name of Surety

Contractors & Developers Bonding - Philip Vega
Name of Local Representative

1100 Locust St., Dept. 2006, Des Moines, IA 50391
Address

534 East Badillo Street, Covina CA 91723
Address

(866)387-0457
Telephone Number

(626)859-1000
Telephone Number

Best Key Rating

A
Grade

XV
Class

***Note:** Surety information is required as part of this proposal, failure to provide such information will cause this bid to be informal and subject to rejection.

SOUTH GATE POLICE DEPARTMENT HEATING, VENTILATION, AND AIR CONDITIONING REPLACEMENT PROJECT
CITY PROJECT NO. 667-GEN

Contractor's Name Athena Engineering, Inc.

Honorable Mayor and City Council
South Gate, California:

October 29th, 20 25

In accordance with Notice Inviting Bids for

SOUTH GATE POLICE DEPARTMENT HEATING, VENTILATION, AND AIR CONDITIONING REPLACEMENT PROJECT
CITY PROJECT NO. 667-GEN

The undersigned declares that he/she has carefully examined Plans and Specification for this project and read notice to bidders, and is familiar with the requirements therein contained, and proposes to furnish all labor, material, and supplies necessary to accomplish the work outlined therein at the following prices. The undersigned also guarantees that the following prices outlined herein shall remain valid for **90 days following** the opening bid date:

The Standard Specifications are hereby amended by addition of the following: If a bid item is deleted in its entirety and that bid item has no direct effect on performance of any other bid items, no adjustment in bid prices for any items will be provided.

THE CONTRACT WILL BE AWARDED BASED ON THE TOTAL BASE BID.

BID SCHEDULE

Base Bid

Item No.	BID ITEM DSCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL
1	Site clearing and Unclassified Excavation	1	LS		3,424.43
2	Curb, Gutter & shrub removal and asphalt patching for new HP-1	1	LS		2,689.13
3	remove existing fan coil unit, including electrical power feed and hydronic piping	1	EA		3,265.09
4	remove existing ductwork/grille connections/return air baffles and connect to new duct work within exist. access space	15	EA		27,730.91
5	Framing/supports (Lump Sum)	1	LS		8064.72

6	Wall openings for Mechanical work / Wall patching & general repairs (Lump Sum)	1	LS	16,201.37
7	Equipment - HP-1 Packaged Heat Pump [4190 CFM Supply Air. 10 Ton, High Quantity Outside Air] / Including concrete pad and retractable bollards, Model No. R-8472-RA	1	EA	143,180.28
8	Drywell pit for condensate drain [12"dia x 60"deep concrete valve box w/6CF of 1/2" crushed gravel below]	1	EA	6,127.92
9	condensate piping [below grade to dry well]	20	LF	1,274.15
10	equipment - EF-1 Inline Exhaust Fan [1700 CFM]	1	EA	2,750.52
11	Air distribution system [Sheetmetal ductwork, insulation, grilles, and specialties accessories] (Lump Sum)	1	LS	129,856.55
12	Controls for HVAC system (Lump Sum)	1	LS	14,745.18
13	Electrical Power distribution & equip / including smoke detector (Lump Sum) HP-1 [1-1/4"C - 3#4, 1#8G] - 175 LF EF-1 [3/4"C - 2#12, 1#12G] - 175 LF HP-1 non-fused disconnect, 100A, 3P EF-1 2 pole safety switch disconnect	1	LS	53,201.37
14	Lifts/Rigging	1	LS	2,353.48
15	Coordination/Engineering	1	LS	1,412.19
16	Start-up/Testing and Balancing (TAB)/Commissioning	1	LS	9,942.28
17	Project Information Sign **(Deletable Item)**	1	EA	1,422.78
	TOTAL COST			$427,642.35

TOTAL BASE BID SCHEDULE AMOUNT IN NUMBERS:

$427,642.35

TOTAL BASE BID SCHEDULE AMOUNT IN WORDS:

four hundred twenty seven thousand six hundred forty two dollars and thirty five cents

The City of South Gate reserves the right to reject any and all bids or delete portions of any and all bids or waive any informality or irregularity in the bid or the bid procedures and shall be the sole judge of the bids received.

The undersigned has carefully checked all of the above figures and understands that the City of South Gate, of any officer thereof, will not be responsible for any errors or omissions on the part of the undersigned in submitting this bid. The Bidder agrees that this Bid Form constitutes a firm offer to the City which cannot be withdrawn for the number of calendar days indicated in the Notice Inviting Bids from and after the bid opening, or until a Contract for the Work is fully executed by the City and a third party, whichever is earlier.

In case of discrepancy between the unit price and the item cost set forth for a unit basis item, the unit price shall prevail and, shall be utilized as the basis for determining the lowest responsive, responsible bidder. However, if the amount set forth as a unit price is ambiguous, unintelligible or uncertain for any cause, or is omitted, or is the same amount as the entry in the "Total Amount" column, then the amount set forth in the "Total Amount" column for the item shall prevail and shall be divided by the estimated quantity for the item and the price thus obtained shall be the unit price. In case words and figures stated here in do does not agree, the words shall govern and the figures shall be disregarded. Final payment shall be determined by the Engineer from measured quantities of work performed based upon the unit price.

NOTE: Estimated quantities are for the purpose of Bid comparison only; payments will be made on the basis of actual measurement of Work completed

BASIS OF AWARD: the contract shall be awarded based upon the total bid price of BASE BID.

Contractor: Athena Engineering, Inc.

License No: 523044 **Expiration date:** 01/31/2026

DIR Public Works Contractor Registration No. 1000001592

Name: Athena Chiera **Title:** Secretary, V.P. of Business Development

Email: amc@athenaengineering.com **Contact No.** (909)971-8439

Signature:

SOUTH GATE POLICE DEPARTMENT HEATING, VENTILATION, AND AIR CONDITIONING REPLACEMENT PROJECT
CITY PROJECT NO. 667-GEN

NAME OF BIDDER Athena Engineering, Inc.

LIST OF SUBCONTRACTORS

In accordance with Division 2, Part I, Chapter 4 of the Public Contract Code, the prime contractor shall submit with his bid a list of subcontractors who will perform work in excess of one-half of 1 percent of the prime contractor's total bid.

Subcontractors listed must be properly licensed for the type of work they are to perform, and their license numbers must be indicated below. Do not list alternate subcontractors for the same work.

Name & Address of Subcontractor	Specific Description of Subcontract
1. Name Accurate Concrete Address 9515 Santa Fe Springs Rd. Santa Fe Springs, CA 90670 License No. 872965 Classification C61/D06, C-8 DIR Public Works Contractor Registration No. 1000007614 Email: rgold@acs-la.com Contact No. (562)777-9100	Concrete, bollards and drywell
2. Name Inland Air Balance Address 465 Borrego Court, Suite C San Dimas, CA 91773 License No. 837772 Classification C-61/D62 DIR Public Works Contractor Registration No. 77-0642132 Email: mike@inlandairbalance.com Contact No. (909)305-4881	Test & Balance and Duct Leakage Testing

3. Name Baker Electric — Electrical demo, Electrical and Controls conduits

Address 1385 Old Temescal Road Corona, CA 92881

License No. 161756

Classification A, B, C-10, C-7, C-46

DIR Public Works Contractor Registration No. 1000000466

Email: squesada@baker-electric.com Contact No. (760)803-7110

4. Name Meyers Construction — General carpentry

Address 521 West Briardale Ave. Orange, CA 92865

License No. 806036

Classification B, C-33

DIR Public Works Contractor Registration No. 1000008569

Email: mgonzalez@meyconser.com Contact No. (714)323-2158

5. Name Farwest Insulation — Mechanical Insualtion

Address 1220 S. Sherman St. Anaheim, CA 92805

License No. 845682

Classification C-2, C-22, C-33, C-61

DIR Public Works Contractor Registration No. 1000004102

Email: rkim@farwestInsulation.com Contact No. (310)344-7053

6. Name Not used

Address

License No.

Classification

DIR Public Works Contractor Registration No.

Email:_____ Contact No. _____

7. Name Not used _____ _____

Address_____ _____

License No._____ _____

Classification_____

DIR Public Works Contractor Registration No._____

Email:_____ Contact No. _____

Project: SOUTH GATE POLICE DEPARTMENT HEATING, VENTILATION, AND AIR CONDITIONING REPLACEMENT PROJECT, CITY PROJECT NO. 667-GEN

This information must include all construction work undertaken in the State of California by the bidder and any partnership, joint venture or corporation that any principal of the bidder participated as a principal or owner for the last five calendar years and current calendar year prior to the date of bid submittal. Separate information shall be submitted for each particular partnership, joint venture, corporate or individual bidder. The bidder may attach any additional information or explanation of data, which he would like taken into consideration in evaluating the safety record. An explanation must be attached of the circumstances surrounding any and all fatalities.

CONTRACTOR'S INDUSTRIAL SAFETY RECORD
5 Calendar Years Prior to Current Year

Year	2020	2021	2022	2023	2024	TOTAL	Current Year
1. No. of Contracts	43	58	24	23	50	198	18
2. Total dollar amount of contracts (in thousands of $)	$12,897,296	$20,754,456	$11,001,944	$16,825,401	$16,564,561	$78,043,658	$15,000,000
* 3. No. of fatalities	0	0	0	0	0	0	0
* 4. No. of lost workday cases	1	0	0	0	0	1	0
* 5. No. of lost workday cases involving permanent transfer to another job or termination of employment	0	0	0	0	0	0	0
* 6. No. of lost workdays	5	0	0	0	0	5	0

The information required for these items is the same as required for column 3 to 6, Code 10, Occupational Injuries, Summary Occupational Injuries and illnesses. OSHA No. 102

The above information was compiled from the records that are available to me at this time and I declare under penalty of perjury that the information is true and accurate within the limitations of those records.

Athena Engineering, Inc.
Name of Bidder (print)

456 E. Foothill Blvd.
Address

San Dimas, CA 91773
City Zip Code

(909)971-8439
Telephone

Signature

523044 : B,C-4, C-7, C-10, C-20, C-36
State Contractors' License. No. & Classification

1000001592
DIR Public Works Contractor Registration No.

amc@athenaengineering.com
Email Address

CONTRACTOR'S QUALIFICATION STATEMENT

To: The City of South Gate

The undersigned certifies that the bidder has successfully and properly completed projects of like nature, magnitude, comparable difficulty, and scope as specified in these specifications.

Three (3) of recent comparable projects completed are below:

1. Project Name ISD Central Juvenile Hall - HVAC Replacement

Bonnie Mathews	Project Manager	(714)423-6198
Person to Contact	Job Title	Phone No.
Los Angeles, CA	$597,891.00	August 2025
City	Contract Amount	Date Completed

2. Project Name LADWP Pasadena Water Quality Lab - HVAC Replacement

Romulo Morales	Project Engineer	(213)367-2512
Person to Contact	Job Title	Phone No.
Pasadena	$2,972,575	December 2024
City	Contract Amount	Date Completed

3. Project Name Orange County Sheriffs Station - HVAC Upgrade

Leonardo De La Riva	Project Manager	(714)920-2621
Person to Contact	Job Title	Phone No.
Orange, CA	$634,220	April 2024
City	Contract Amount	Date Completed

Failure to complete this portion of the bid shall at the City's discretion constitute the basis to either declare the apparent low bidder's bid non-responsive or declare the bidder to be non-responsive.

Signed _____ Title Secretary, V.P. of Business Development

Dated this 28 day of October, 20 25

CONTRACTOR'S ORGANIZATION STATEMENT AND PERFORMANCE HISTORY

The term "Owner" shall refer to any private firm or public agency to which the Contractor has submitted a bid to, or contracted with, for any construction contract.

Submitted By: Athena Engineering, Inc.
Name must correspond with the Contractor's License

__✓__ Corporation _____ Partnership _____ Individual _____ Joint Venture

If a corporation, under the laws of what State is it organized? California

California Regional Office (s): San Dimas

Use the form titled "Additional Information and/or Comments" for providing requested or additional information for each of the following questions to which you answer "yes" or for any comments.

A. How many years' experiences in construction work under current organization?

(a) As a General Contractor? 40 years From 1986 to 2025

(b) As a Subcontractor? 40 Years From 1986 to 2025

B. Provide the following information as to contract experience with public entities or governmental agencies only, within the past ten (10) years. If none, write "NONE" on the chart.

TITLE OF PROJECT	COMPLETION DATE	NAME OF AGENCY, TELEPHONE No. AND NAME OF PERSON TO CONTACT
ISD West Covina Library	February 2024	L.A. County Internal Services Department Bonnie Mathews (714)423-6198
JCC Civil Complex Center	February 2023	Judicial Council of California Omar Nabahani (949)870-7933
Orange County Sheriff's Dept.	April 2024	Orange County Sheriff-Coroner Leonardo De La Riva (714)920-2621

(C) Have you or your company, or any officer or partner thereof, failed to complete a contract for an Owner? YES ____ NO __✓__. If so indicate the name of each agency, dates, and the circumstances.

(D) Have you or your company been denied an award of an Owner contract not withstanding submission of the lowest responsive bid? YES ____ NO ✓. If so, as to each such denial, state the name of the Owner, the date of the denial, the title and number of the contract bid, and the grounds on which the Owner based the denial of award.

(E) Has your company been assessed liquidated damages by any Owner? YES ____ NO ✓. If so, as to each assessment of liquidated damages, state the name of the Owner, the date of the assessment, the title and number of the contract, and the grounds on which the Owner based the assessment of liquidated damages.

(F) Has your company been the subject of any inquiry by any Owner as to whether your company is a non-responsible bidder or non-responsible contractor? YES ____ NO ✓. If so, as to each inquiry, state the name of the Owner, the date of the inquiry, the grounds on which the Owner based the inquiry, and the result of the inquiry.

(G) Has your company been the subject of any inquiry by any Owner as to whether your company has made any false claim or other material misrepresentation? YES ____ NO ✓. If so, as to each inquiry, state the name of the Owner, the date of the inquiry, the grounds on which the Owner based the inquiry, and the result of the inquiry.

(H) Has your company made any false claim or misrepresentation in the submittal of any claim pertaining to any construction contractor with an Owner? YES ____ NO ✓. If so, state the circumstances, including the reason for submittal of false material.

(I) Is your company currently asserting against any Owner any construction claim (s) in excess of $100,000.00, or has your company made such claim (s) against any Owner? YES ____ NO ✓. If so, as to each such claim, state the name of the Owner, the date of the claim, the grounds of the claim, the amount of such claim, the present status of such claim, the date of resolution of such claim if resolved, and the amount and method by which such claim was resolved, if resolved.

(J) Is your company currently a party against any Owner in any litigation pertaining to any construction project, or has your company been a party to such litigation? YES ____ NO ✓. If so, as to each such litigation, state the name of the Owner, case number, the court and jurisdiction in which said litigation is pending or was brought, the nature of the litigation, the amount at issue in the litigation, the present status of such litigation, the date of resolution of such litigation if resolved, and the amount and method by which such litigation was resolved, if resolved.

ADDITIONAL INFORMATION AND/OR COMMENTS

Use this page for providing requested or additional information or for any comments. If no comments or additional information, write "NONE" at the top of this page. (Duplicate this page if more space is needed). Add corresponding "letter" of each question that the information or comment pertains to.

N/A

SOUTH GATE POLICE DEPARTMENT HEATING, VENTILATION, AND AIR CONDITIONING REPLACEMENT PROJECT

CITY PROJECT NO. 667-GEN

EQUALS

The undersigned desires to use the material product, thing, or service described below as "an equal" to such item as specified.

In accordance with the provisions under 4-1.6 of the Standard Specifications for Public Works Construction (Greenbook), if the City shall find any such item so described as equal to the respective item specified, then the undersigned may furnish such item, together with all necessary labor materials, equipment, and incidentals required to perform the work anytime within 35 days after the award of contract.

Date 10/29/2025 Contractor's Name Athena Engineering, Inc.

Phone No. (909)971-8439 Contractor's Address 456 E. Foothill Blvd., San Dimas, CA 91773

Materials, Apparatus, or Equipment Specified for Which Bidder Proposes "An Equal"		**Complete Description of Materials, Apparatus, or Equipment Specified for Which the Bidder Desires to Use as "An Equal" and Name of Subcontractor if Different**
None		None

CERTIFICATION OF NONDISCRIMINATION AND AFFIRMATIVE ACTION

As suppliers of goods or services to the City of South Gate, the firm listed below certifies that it does not discriminate in its employment with regard to race, medical condition, color, marital status, religion, sex, handicap, or national origin; that is in compliance with all federal, state and local directives and executive orders regarding nondiscrimination in employment: and that it agrees to demonstrate positively aggressively in principle of equal opportunity in employment.

We agree specifically:

1. To establish or observe employment policies which affirmatively promote opportunities for minority persons at all job levels.

2. To communicate this policy to all persons concerned including all company employees, outside recruiting services, especially those servicing minority communities and to the minority communities at large.

3. To take affirmative steps to hire minority employees within the company.

Athena Engineering, Inc.
Firm

Signature

Secretary, V.P. of Business Development
Title

Please include any additional information regarding equal opportunity employment programs now in effect within your company.

None

SOUTH GATE POLICE DEPARTMENT HEATING, VENTILATION, AND AIR CONDITIONING REPLACEMENT PROJECT

CITY PROJECT NO. 667-GEN

BID SECURITY FORMS
FOR
CHECK OR BOND TO ACCOMPANY BID

NOTE: The following form shall be used in case check accompanies bid.

Accompanying this proposal is *certified/cashier's check payable to the order of the City of South Gate for:

_____ Dollars ($_____)

thus amount being not less than ten percent (10%) of the total amount of the Bid plus "Additional Bid Items." The proceeds of this check shall become the property of the City of South Gate provided this proposal shall be accepted by the City of South Gate through action of its legally constituted contracting authorities and the undersigned shall fail to execute a contract and furnish the required bonds within the stipulated time; otherwise, the check shall be returned to the undersigned.

Bond Form Attached

_____

_____

*Delete the inapplicable word

NOTE: If the bidder desires to use a bond instead of a check, the following form shall be executed. The sum of this bond shall not be less than ten percent (10%) of the total amount of the bid."

BID BOND

KNOW ALL MEN BY THESE PRESENTS

That we ATHENA ENGINEERING, INC., as Principal, and NATIONWIDE MUTUAL INSURANCE COMPANY as Surety, are held and firmly bound unto the City of South Gate in the sum of: TEN PERCENT OF AMOUNT BID, (words) Dollars ($ 10%), to be paid to the City of South Gate, its successors and assigns, for which payment will and truly be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH:

That if the certain proposal of the above bonded PRINCIPAL for the **SOUTH GATE POLICE DEPARTMENT HEATING, VENTILATION, AND AIR CONDITIONING REPLACEMENT PROJECT, CITY PROJECT NO. 667-GEN**, in strict accordance with the Specifications on file at the office of the City of South Gate is accepted by the City of South Gate through action of its legally constituted contracting authorities and if the above bonded PRINCIPAL, his heirs, executors, administrators, successors and assigns shall duly enter into and execute a contract for such removal and shall execute and deliver the required Performance Bond, Payment Bond and proof of insurance within ten (10) working days after the date of notification by and from said City of South Gate that said contract is ready for execution, then this obligation shall become null and void, otherwise it shall be and remain in full force and virtue.

IN WITNESS WHEREOF, we hereunto set our hands and seals this 28TH day of OCTOBER, 2025.

President
Title

Title

Title KEVIN VEGA, ATTORNEY-in-FACT

NOTE: The standard printed bid bond form of any bonding company acceptable to the City of South Gate may be used in lieu of the foregoing approved sample bond form, provided the security stipulations protecting the City of South Gate are not in any way reduced by use of the Surety Company's printed standard form.

Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation

hereinafter referred to severally as the "Company" and collectively as "the Companies" does hereby make, constitute and appoint:

BRITTON CHRISTIANSEN; KEVIN VEGA; PHILIP E VEGA;

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf any and all bonds and undertakings, and other obligatory instruments of similar nature, in penalties not exceeding the sum of

UNLIMITED

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 1st day of April, 2024.

Antonio C. Albanese, Vice President of Nationwide Mutual Insurance Company

ACKNOWLEDGMENT

STATE OF NEW YORK COUNTY OF KINGS: ss
On this 1st day of April, 2024, before me came the above-named officer for the Company aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Company aforesaid, that the seal affixed hereto is the corporate seal of said Company, and the said corporate seal and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Company.

Sharon Laburda
Notary Public, State of New York
No. 01LA6427697
Qualified in Kings County
Commission Expires January 3, 2026

Notary Public
My Commission Expires
January 3, 2026

CERTIFICATE

I, Lezlie F. Chimienti, Assistant Secretary of the Company, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Antonio C. Albanese was on the date of the execution of the foregoing power of attorney the duly elected officer of the Company, and the corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of said Company this 28th day of October, 2025.

Assistant Secretary

BDJ 1(04-24)00

3-226

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California }

} ss.

County of LOS ANGELES }

On October 28th, 2025 before me, Philip Vega, Notary Public
Here Insert Name and Title of the Officer

personally appeared Kevin Vega, Attorney-in-Fact
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

PHILIP VEGA
Notary Public - California
Los Angeles County
Commission # 2490569
My Comm. Expires May 31, 2028

Signature: _____
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

Description of Attached Document

Title of Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name:	Signer's Name:
☐ Individual	☐ Individual
☐ Corporate Officer Title(s):	☐ Corporate Officer Title(s):
☐ Partner - ☐ Limited ☐ General	☐ Partner - ☐ Limited ☐ General
☐ Attorney in Fact	☐ Attorney in Fact
☐ Trustee	☐ Trustee
☐ Guardian or Conservator	☐ Guardian or Conservator
☐ Other:	☐ Other:
Right Thumbprint of Signer Top of thumb here	Right Thumbprint of Signer Top of thumb here
Signer is Representing:	Signer is Representing:

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On October 29, 2025 before me, Athena M. Chiera, Notary Public
(insert name and title of the officer)

personally appeared Jane Chiera,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

ATHENA MONIQUE CHIERA
Notary Public - California
Los Angeles County
Commission # 2502512
My Comm. Expires Nov 16, 2028

Signature _____ **(Seal)**

STATEMENT ACKNOWLEDGING PENAL AND CIVIL PENALTIES CONCERNING THE CONTRACTORS' LICENSING LAWS

[Business & Professions Code § 7028.15]
[Public Contact Code § 20103.5]

I, the undersigned certify that I am aware of the following provisions of California law and that or entity on whose behalf this certification is given, hold a currently valid California contractor's license as set forth below:

Business & Professions Code § 7028.15:

a. **It is a misdemeanor for any person to submit a bid to a public agency to engage in the business or act in the capacity of a contractor within this state without having a license therefor,** except in any of the following cases:

(1) The person is particularly exempted from this chapter.
(2) The bid is submitted on a state project governed by Section 10164 of the Public Contract Code or on any local agency project governed by Section 20104 [now § 20103.5] of the Public Contract Code.

b. If a person has been previously convicted of the offense described in this section, the court shall impose a fine of 20 percent of the price of the contract under which the unlicensed person performed contracting work or four thousand five hundred dollars ($4,500), whichever is greater, or imprisonment in the county jail for not less than 10 days nor more than six months, or both.

In the event the person performing the contracting work has agreed to furnish materials and labor on an hourly basis, "the price of the contract" for the purposes of this subdivision means the aggregate sum of the cost of materials and labor furnished and the cost of completing the work to be performed.

c. This section shall not apply to a joint venture license as required by Section 7029.1. However, at the time of making a bid as a joint venture each person submitting the bid shall be subject to this section with respect to his or her individual licensure.

d. This section shall not affect the right or liability of a licensed architect, land surveyor, or registered professional engineer to form joint ventures with licensed contractors to render services within the scope of their respective practices.

e. Unless one of the foregoing exceptions applies a bid submitted to a public agency by a contractor who is not licensed in accordance with this chapter shall be considered non-responsive and shall be rejected by the public agency. Unless one of the forgoing exceptions applies, a local public agency shall, before awarding a contract or issuing a purchase order, verify that the contractor was properly licensed when the contractor submitted the bid. Notwithstanding any other provision of law, unless one of the foregoing exceptions applies, the registrar may issue a citation to

any public officer or employee of a public entity who knowingly awards a contract or issues a purchase order to a contractor who is not licensed pursuant to this chapter. The amount of civil penalties, appeal, and finality of such citations shall be subject to Sections 7028.7 to 7028.13, inclusive. **Any contract awarded to, or any purchase order issued to, a contractor who is not licensed pursuant to this chapter is void.**

f. Any compliance or noncompliance with subdivision (e) of this section, as added by Chapter 863 of the Statutes of 1989, shall not invalidate any contract or bid awarded by a public agency during which time that subdivision was in effect.

g. A public employee or official shall not be subject to a citation pursuant to this section if the public employee, officer or employing agency made an inquiry to the board for the purpose of verifying the license status of any person or contractor and the board failed to respond to the inquiry within three business days. For purposes of this section a telephone response by the board shall be deemed sufficient.

Public Contract Code § 20103.5:

In all contracts subject to this part where federal funds are involved, no bid submitted shall be invalidated by the failure of the bidder to be licensed in accordance with the laws of this state. However, at the time the Contract is awarded, the Contractor shall be properly licensed in accordance with the laws of this state. The first payment for work or material under any contract shall not be made unless and until the Registrar of Contractors verifies to the agency that the records of the Contractors' State License Board indicate that the contractor was properly licensed at the time the contract was awarded. Any bidder or contractor not so licensed shall be subject to all legal penalties imposed by law, including, but not limited to, any appropriate disciplinary action by the Contractors' State license Board. The agency shall include a statement to that effect in the standard form of pre-qualification questionnaire and financial statement. **Failure of the bidder to obtain proper and adequate licensing for an award of a contract shall constitute a failure to execute the contract and shall result in the forfeiture of the security of the bidder.**

License No.: 523044 Class: B, C-4, C-7, C-10, C-20, C-36 Expiration date: 01/31/2026

Date: 10/28/25 Signature

NON-COLLUSION AFFIDAVIT TO BE EXECUTED BY EACH AWARDEE OF A PRINCIPAL CONTRACT

STATE OF CALIFORNIA)
) SS.
COUNTY OF Los Angeles)

Jane Chiera being first duly sworn, deposes and says that he is President of Athena Engineering, Inc. (sole owner, a partner, president, etc.) President the party making the foregoing bid, that such bid is not made in the interest of or behalf of any undisclosed person, partnership, company, association, organization or corporation, that such bid is genuine and not collusive or sham, that said bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding, that said bidder has not in any manner, directly or indirectly, sought by agreements, communication or conference with anyone to fix the bid price of said bidder or of any other bidder, or to fix the overhead, profit or cost element of such bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the Contract or anyone interested in the proposed Contract; that all statements contained in such bid are true and, further, that said bidder has not, directly or indirectly, submitted his bid price, or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid and will not pay any fee in connection therewith to any corporation, partnership, company, association, organization, bid depository or to any member or agent thereof, or to any other individual, except to such person or persons as have a partnership or other financial interest with said bidder in their general business.

Signed _____

President
Title

Subscribed and sworn to before me this _____ day of _____, 20

See Attached
Notary Public

(Attach Notary Certificate)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles

Subscribed and sworn to (or affirmed) before me on this 29th day of October, 2025, by Jane Chiera,

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

ATHENA MONIQUE CHIERA
Notary Public - California
Los Angeles County
Commission # 2502512
My Comm. Expires Nov 16, 2028

(Seal)

Signature

City of South Gate

8650 CALIFORNIA AVENUE, SOUTH GATE, CA 90280-3004 Tel: (323) 357-9657
Fax: (323) 563-9572

ARTURO CERVANTES, P.E.
DIRECTOR OF PUBLIC WORKS/
ASSISTANT CITY MANAGER

DATE: October 6, 2025

TO: Prospective Bidders

FROM: Elias Saikaly, P.E., Project Manager

SUBJECT: ADDENDUM #1: SOUTH GATE POLICE DEPARTMENT HEATING, VENTILATION, AND AIR CONDITIONING REPLACEMENT PROJECT, CITY PROJECT No. GEN-667

This addendum consists of Two (2) pages.

Please note the following changes and/or additions to the Notice Formal Inviting Bids for the project indicated above. The contractor shall execute the certification at the end of this addendum and shall attach the executed addendum to the documents submitted with the proposal.

1. **Page 2, First Paragraph of NOTICE FORMAL INVITING BIDS has been changed**

DELETE ENTIRE PARAGRAPH

Bids will not be accepted from contractors who are not licensed in accordance with the provisions of Chapter 9, Division III of the Business and Professions Code of the State of California. The Contractor shall be required to possess a current License under the **"Classification B - General Building Contractor license"** for the aforementioned at the time the contract is awarded. Attention is directed to the provisions in Section 1777.5 of the Labor Code concerning the employment of apprentices by the Contractor or any subcontractor under him.

REPLACE NEW PARAGRAPH

Bids will not be accepted from contractors who are not licensed in accordance with the provisions of Chapter 9, Division III of the Business and Professions Code of the State of California. The Contractor shall be required to possess a current License under the **"CLASSIFICATION B - GENERAL BUILDING CONTRACTOR LICENSE AND HOLDING A C-20 LICENSE OR A C-20 LICENSE"** for the aforementioned at the time the contract is awarded. Attention is directed to the provisions in Section 1777.5 of the Labor Code concerning the employment of apprentices by the Contractor or any subcontractor under him.

END OF ADDENDUM #1

ADDENDUM ACKNOWLEDGEMENT

Bidder acknowledges the receipt of this Addendum #1 which shall be attached to the Bid.

Secretary, V.P. of Business Development
Signature and Title

10/29/2025
Date

City of South Gate

8650 CALIFORNIA AVENUE, SOUTH GATE, CA 90280-3004 Tel: (323) 357-9657
Fax: (323) 563-9572

ARTURO CERVANTES, P.E.
DIRECTOR OF PUBLIC WORKS/
ASSISTANT CITY MANAGER

DATE: October 9, 2025

TO: Prospective Bidders

FROM: Elias Saikaly, P.E., Project Manager

SUBJECT: ADDENDUM #2: SOUTH GATE POLICE DEPARTMENT HEATING, VENTILATION, AND AIR CONDITIONING REPLACEMENT PROJECT, CITY PROJECT No. GEN-667

This addendum consists of this sheet and one Mechanical Specification sheet.

Please note the following changes and/or additions to the Notice Formal Inviting Bids for the project indicated above. The contractor shall execute the certification at the end of this addendum and shall attach the executed addendum to the documents submitted with the proposal.

The Original Sheet M003 "Mechanical Specifications" shall be deleted in its entirety and shall be replaced with a new Mechanical Specifications sheet with the Clouded Revision.

END OF ADDENDUM #2

ADDENDUM ACKNOWLEDGEMENT

Bidder acknowledges the receipt of this Addendum #1 which shall be attached to the Bid.

Secretary. V.P. of Business Development — **Signature and Title**

10/29/2025 — **Date**

City of South Gate

8650 CALIFORNIA AVENUE, SOUTH GATE, CA 90280-3004 Tel: (323) 357-9657
Fax: (323) 563-9572

ARTURO CERVANTES, P.E.
DIRECTOR OF PUBLIC WORKS/
ASSISTANT CITY MANAGER

DATE: October 17, 2025

TO: Prospective Bidders

FROM: Elias Saikaly, P.E., Project Manager E.S.

SUBJECT: ADDENDUM #3: SOUTH GATE POLICE DEPARTMENT HEATING, VENTILATION, AND AIR CONDITIONING REPLACEMENT PROJECT, CITY PROJECT No. GEN-667

This addendum consists of this sheet, and one As Built Mechanical sheet M-2.

Please note the following changes and/or additions to the Notice Formal Inviting Bids for the project indicated above. The contractor shall execute the certification at the end of this addendum and shall attach the executed addendum to the documents submitted with the proposal.

This Addendum includes one As Built Mechanical sheet M-2 for the South Gate Police Department. This sheet is for REFERENCE ONLY.

END OF ADDENDUM #3

ADDENDUM ACKNOWLEDGEMENT

Bidder acknowledges the receipt of Addendum 3 which shall be attached to the Bid.

Secretary, V.P. of Business Development — **Signature and Title**

10/29/2025 — **Date**

City of South Gate Public Works Department - Engineering Division

Bid Analysis -SGPD-HVAC - City Project 667-GEN

Bid Date: October 30, 2025
Bid Time 10:00 a.m.

						1		2		3		4	
						Athena Engineering Inc.		Simco Mechanical		United Mechanical Contractors		FM Thomas	
				Engineer's Estimate		San Dimas		Altadena		Simi Valley		Brea	
Item No.	Item Description	Estimated Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Site clearing and Unclassified Excavation	1	LS	$ 2,500.00	$ 2,500.00	$ 3,424.43	$ 3,424.43	$ 18,920.00	$ 18,920.00	$ 10,000.00	$ 10,000.00	$ 51,912.00	$ 51,912.00
2	Curb & shrub removal and asphalt patching for new HP-1	1	LS	$ 3,000.00	$ 3,000.00	$ 2,689.13	$ 2,689.13	$ 18,920.00	$ 18,920.00	$ 10,000.00	$ 10,000.00	$ 25,600.00	$ 25,600.00
3	remove existing fan coil unit, including electrical power feed and hydronic piping	1	EA	$ 3,960.00	$ 3,960.00	$ 3,265.09	$ 3,265.09	$ 14,520.00	$ 14,520.00	$ 20,000.00	$ 20,000.00	$112,908.00	$ 112,908.00
4	remove existing ductwork/grille connections/return air baffles and connect to new duct work within exist. access space	15	EA	$ 625.00	$ 9,375.00	$ 27,730.91	$ 27,730.91	$ 666.66	$ 9,999.90	$ 1,000.00	$ 15,000.00	$ 5,341.00	$ 80,115.00
5	Framing/supports (Lump Sum)	1	LS	$ 3,900.00	$ 3,900.00	$ 8,064.72	$ 8,064.72	$ 12,000.00	$ 12,000.00	$ 10,000.00	$ 10,000.00	$ 12,981.00	$ 12,981.00
6	Wall openings for Mechanical work / Wall /Roof patching & general repairs (Lump Sum)	1	LS	$ 10,550.00	$ 10,550.00	$ 16,201.37	$ 16,201.37	$ 12,000.00	$ 12,000.00	$ 10,000.00	$ 10,000.00	$ 30,516.00	$ 30,516.00
7	Equipment - HP-1 Packaged Heat Pump [4190 CFM Supply Air, 10 Ton, High Quantity Outside Air] / Including concrete pad and bollards, Model No. R-8472-RA	1	EA	$ 106,600.00	$ 106,600.00	$143,180.28	$ 143,180.28	$ 73,476.00	$ 73,476.00	$235,000.00	$ 235,000.00	$110,209.00	$ 110,209.00
8	Drywell pit for condensate drain [12"dia x 60"deep concrete valve box w/6CF of 1/2" crushed gravel below]	1	EA	$ 3,500.00	$ 3,500.00	$ 6,127.92	$ 6,127.92	$ 7,250.00	$ 7,250.00	$ 10,000.00	$ 10,000.00	$ 21,010.00	$ 21,010.00
9	condensate piping [below grade to dry well]	20	LF	$ 82.50	$ 1,650.00	$ 63.71	$ 1,274.15	$ 362.50	$ 7,250.00	$ 250.00	$ 5,000.00	$ 326.00	$ 6,520.00
10	equipment - EF-1 Inline Exhaust Fan [1700 CFM]	1	EA	$ 5,500.00	$ 5,500.00	$ 2,750.52	$ 2,750.52	$ 3,630.00	$ 3,630.00	$ 10,000.00	$ 10,000.00	$ 4,206.00	$ 4,206.00
11	Air distribution system [Sheetmetal ductwork, insulation, grilles, and specialites accessories] (Lump Sum)	1	LS	$ 207,400.00	$ 207,400.00	$129,856.55	$ 129,856.55	$ 157,000.00	$ 157,000.00	$ 30,000.00	$ 30,000.00	$290,102.00	$ 290,102.00
12	Controls for HVAC system (Lump Sum)	1	LS	$ 12,500.00	$ 12,500.00	$ 14,745.18	$ 14,745.18	$ 5,574.00	$ 5,574.00	$ 20,000.00	$ 20,000.00	$ 40,680.00	$ 40,680.00
13	Electrical Power distribution & equip / including smoke detector (Lump Sum) HP-1 [1-1/4"C - 3#4, 1#8G] - 175 LF EF-1 [3/4"C - 2#12, 1#12G] - 175 LF HP-1 non-fused disconnect, 100A, 3P EF-1 2 pole safety switch disconnect	1	LS	$ 20,000.00	$ 20,000.00	$ 53,201.37	$ 53,201.37	$ 65,000.00	$ 65,000.00	$ 50,000.00	$ 50,000.00	$147,985.00	$ 147,985.00
14	Lifts/rigging	1	LS	$ 7,500.00	$ 7,500.00	$ 2,353.48	$ 2,353.48	$ 10,500.00	$ 10,500.00	$ 20,000.00	$ 20,000.00	$ 9,110.00	$ 9,110.00
15	Coordination/engineering	1	LS	$ 15,000.00	$ 15,000.00	$ 1,412.19	$ 1,412.19	$ 5,000.00	$ 5,000.00	$ 10,000.00	$ 10,000.00	$ 3,000.00	$ 3,000.00
16	Start-up/testing & balancing/commissioning	1	LS	$ 4,500.00	$ 4,500.00	$ 9,942.28	$ 9,942.28	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 32,800.00	$ 32,800.00
17	Project Information Sign (Deletable Item)	1	EA	$ 5000.00	$ 5,000.00	$ 1,422.78	$ 1,422.78	$ 4,960.00	$ 4,960.00	$ 1,000.00	$ 1,000.00	$ -	$ -

dh

						1		2		3		4	
						Athena Engineering Inc.		Simco Mechanical		United Mechanical Contractors		FM Thomas	
				Engineer's Estimate		San Dimas		Altadena		Simi Valley		Brea	
Item No.	Item Description	Estimated Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
	Total Base Bid				$ 422,435.00		$427,642.35		$435,999.90		$476,000.00		$979,654.00

NOTICE OF EXEMPTION — Appendix E

TO: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk
County of Los Angeles
12400 E. Imperial Hwy
Norwalk, CA 90650

FROM: City of South Gate
Public Works Department
8650 California Avenue
South Gate, CA 90280-3075

Project Title: South Gate Police Department, HVAC Replacement Project

Project Application: City of South Gate

Project Location – Specific: South Gate Police Department

Project Location – City: South Gate Project Location – County: Los Angeles
Description of Nature, Purpose and Beneficiaries of Project:
The purpose of the project is to replace the Air Handling unit for the Detention Center with a new HVAC System that would provide heating and cooling as needed. The improvements include removing and replacing the existing Air Handling unit system, electrical, mechanical and plumbing work.

Name of Public Agency Approving Project: City of South Gate

Name of Person/Agency Carrying Out Project: City of South Gate

Exempt Status: **(check one)**:
- ☐ Ministerial (Sec. 21080 (b) (1); 15268);
- ☐ Declared Emergency (Sec. 21080 (b) (3); 15269(a));
- ☐ Emergency Project (Sec. 21080 (b)(4); 15269(b)(c));
- ☒ Categorical Exemption: State type and section number: Section 15301 Class 1
- ☐ Statutory Exemption: State Code number:

Reasons why project is exempt:

The project replaces Air handling Unit to the City Department and does not alter any structure or invoke any habitat. This project qualifies for a Categorical Exemption under section 15301 Class 1, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use and therefore, there is no Significant effects on the environment.

Lead Agency
Contact Person: Elias Saikaly Area Code/Telephone/ Extension: 323-563-9581

If filed by applicant:
1. Attach certified document of exemption finding.
2. Has a Notice of Exemption filed by the public agency approving the project? ☒Yes ☐ No

Signature: Date: 11/25/2025 Title: ACM/Director of Public Works

☒ Signed be Lead Agency ☐ Signed by Applicant

Authority cited: Section 21083 and 21110, Public Resource Code
Reference: Sections 21108, 21152, and 21152.1, Public Resource Code.

Date Received for filing at OPR:

Revised 2011

Office of the
South Gate City Clerk

NOV 20 2025

FILED

2:20pm

Item No. 17

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **November 25, 2025**

Originating Department: **Public Works**

Department Director: _____ ***City Manager:*** _____

Arturo Cervantes — Rob Houston

SUBJECT: AGREEMENT WITH SOUTHLAND ROOFING, INC. TO PROVIDE CONSTRUCTION SERVICES FOR THE HENRY C. GONZALEZ MUNICIPAL AUDITORIUM ROOF IMPROVEMENTS, CITY PROJECT NO. 695-PRK

PURPOSE: The Henry C. Gonzalez Municipal Auditorium has a deteriorated roof that leaks and requires complete replacement to maintain building integrity and safety. The project was publicly advertised and competitively bid, with Southland Roofing, Inc. submitting the lowest responsive and responsible bid. Approval of this agreement will authorize construction to begin in January 2026 and ensure timely completion of the roof replacement within the approved project budget and schedule.

RECOMMENDED ACTIONS: The City Council will consider:

a. Approving an Agreement with Southland Roofing Inc., for the construction of the Henry C. Gonzalez Municipal Auditorium Roof Improvements, City Project No. 695-PRK, in an amount not to exceed $823,020;
b. Authorizing the City Manager to approve change orders administratively up to a cumulative amount of $200,000 to be funded with project contingency funds, to expedite approval of change order work to avoid construction schedule delays;
c. Authorizing the City Manager to approve pre-payments of construction progress payments for the construction contract to meet with state legislation that requires payments within 30 days;
d. Authorize the Mayor to execute the Agreement in a form acceptable to the City Attorney.
e. Declaring Henry C. Gonzalez Municipal Auditorium Roof Improvements, City Project No. 695-PRK., to be Categorically Exempt under Title 14 of the California Code of Regulations, Section 15301 Class 1 of the California Environmental Quality Act ("CEQA"); and
f. Approving the Notice of Exemption for the construction of the Henry C. Gonzalez Municipal Auditorium Roof Improvements, City Project No. 695-PRK. and directing the City Clerk to file it with the Los Angeles County Registrar Recorder's Office.

FISCAL IMPACT: There is no impact on the General Fund. The project is fully funded in the amount of $1,337,929 with State Parks Natural Resources Grant Funds, as summarized on the following page. The proposed Agreement is in the amount of $823,020 and will be funded with State Parks Natural Resources Grant Funds budgeted in the Fiscal Year 2025/26 Capital Improvement Program (CIP).

	State Park's Natural Resources (Per Capita Grant and Rendon's Grant Fund)
Construction Contract	$823,020
Construction Contingency	$300,000
Construction Inspection including contingency	$100,000
Design, PM, staff time, permits, etc. Estimate	$114,909
Total Project Costs	**$1,337,929**

ANALYSIS: The proposed contract was procured through a competitive bidding process in accordance with City purchasing requirements. Based on the bid specifications, the lowest bidder was determined by the total Base Bid amount. Southland Roofing, Inc. submitted the lowest responsive and responsible bid of $823,020. Accordingly, staff recommends awarding the construction contract to Southland Roofing, Inc.

BACKGROUND: The Henry C. Gonzalez Municipal Auditorium Roof Improvements Project (Roof Improvements Project) is included in the Fiscal Year 2025/26 Capital Improvement Program. The Auditorium, constructed in the 1950s, has an aging and deteriorated roof system that has developed leaks and deficiencies over time, necessitating full replacement. The project will replace the existing roofing material with an energy-efficient, ultraviolet-resistant polyvinyl chloride (PVC) roofing system, while retaining the existing mechanical equipment.

On August 28,2025, staff published the Notice Inviting Bids in the Daily Journal and advertised the project through PlanetBids. The City received five (5) bids. A public bid opening was held on September 30, 2025, at the City Clerk's Office.

Following a detailed bid analysis, Southland Roofing, Inc., was determined to be the lowest responsible and responsive bidder, having submitted a complete and compliant proposal.

Contractor	Base Bid
Engineer's Estimate	*$821,926*
Southland Roofing, Inc.	$823,020
Golden Gate Construction	$971,850*
AME Builders, Inc	$1,125,430
BEST Contracting Service Inc	$1,309,471
Letner Roofing Co	$1,344,602*

*Corrected bid amount

Southland Roofing Inc. is based in Los Angeles, California. It has been in business for over seven (7) years. Staff contacted listed references and received positive commentary. The company has the capacity and experience to perform the work required under the bid solicitation.

Pursuant to the guidelines of the California Environmental Quality Act (CEQA), this Project is categorically exempt under Title 14 of the California Code of Regulations, Section 15301, Class 1 exemption for minor alteration to structure.

Construction is planned to start January 2026 and be completed within 40 working days, weather permitting.

ATTACHMENTS: A. Proposed Agreement
B. Notice of Exemption

GD:lc

AGREEMENT FOR THE HENRY C. GONZALEZ MUNICIPAL AUDITORIUM ROOF IMPROVEMENTS, CITY PROJECT 695-PRK BETWEEN THE CITY OF SOUTH GATE AND SOUTHLAND ROOFING INC.

This Agreement for the Henry C. Gonzalez Municipal Auditorium Roof Improvements, City Project No. 695-PRK ("Agreement"), is made and entered into on November 25, 2025, by and between the City of South Gate, a municipal corporation ("City"), and Southland Roofing Inc, a California corporation, License No. 1042623 ("Contractor"). City and Contractor are sometimes hereinafter individually referred to as a "Party" and collectively referred to as "Parties."

The City and the Contractor hereto mutually agree as follows:

ARTICLE I

THE PROJECT

For and in consideration of the mutual promises set forth herein, Contractor agrees with City to perform and complete in good and workmanlike manner all work required by the Contract Documents for City Contract No. _____, which involves the Henry C. Gonzalez Municipal Auditorium Roof Improvements, City Project No. 695-PRK.

Said work shall be performed in accordance with the Plans, Specifications, and other Contract Documents, all of which are referenced in Article III hereof and incorporated herein as though fully set forth. Contractor shall furnish at its own expense all labor, materials, equipment and services necessary therefore, except such labor, materials, equipment and services as are specified in the Contract Documents to be furnished by City.

ARTICLE II

CONTRACT SUM AND PAYMENT

For performing and completing the work in accordance with the Contract Documents, City shall pay Contractor, in full compensation therefore, the contract sum of **Eight Hundred Twenty-Three Thousand and Twenty Dollars ($823,020)** set forth in the Bid Schedule(s) that are included among the Contract Documents. Said sum shall constitute payment in full for all work performed hereunder, including, without limitation, all labor, materials, equipment, tools and services used or incorporated in the work, supervision, administration, overhead, expenses and any and all other things required, furnished or incurred for completion of the work as specified in the Contract Documents. City shall make payments to Contractor on account of the contract sum at the time, in the manner, and upon the conditions specified in the Contract Documents.

ARTICLE III

CONTRACT DOCUMENTS

The Contract Documents, which constitute the entire Agreement between the City and the Contractor, are enumerated as follows: the Notice Inviting Bids, the Instructions to Bidders, the Accepted Proposal, the Bid Schedule(s), the List of Subcontractors, Contractor's Industrial Safety Record, the Contractors Qualification Statement, the Bid Security Forms for Check or Bond, this Agreement, the Worker's Compensation Insurance Certificate, the Performance Bond, the Warranty Bond, the Payment Bond, the Non-Collusion Affidavit, the Specifications, and Special Provisions and all addenda as prepared prior to the date of bid opening setting forth any modifications or interpretations of any of said documents, and any and all supplemental agreements heretofore or herewith executed amending or extending the work contemplated and which may be required to complete the work in a substantial and acceptable manner, all of which are referred to as the Contract Documents. These form the entire "Contract", and all are as fully a part of the Contract as if attached to this Agreement or repeated herein.

ARTICLE IV

INDEMNIFICATION

The Contractor shall indemnify, hold harmless and defend (with counsel selected by the City), the City of South Gate and its affiliated entities, its officers, employees, consultants and sub-consultants, their respective officers, agents, employees (collectively the "Indemnified Parties"), from any and all claims and losses whatsoever occurring or resulting to any and all persons, firms, or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, any and all claims, lawsuits or actions arising from the awarding or execution of this Agreement, and from any and all claims and losses occurring or resulting to any person, firm, corporation or property for damage, injury, death arising out of or connected with the Contractor's obligation to indemnify, defend and save harmless the "Indemnified Parties" as stated hereinabove including, but not be limited to, paying all legal fees and costs incurred in connection with any such claims, losses, lawsuits or actions. THIS PROVISION SHALL SURVIVE THE COMPLETION OF WORK AND SERVICES TO BE PROVIDED UNDER THIS AGREEMENT AND THE OTHER CONTRACT DOCUMENTS.

ARTICLE V

COMMENCEMENT, COMPLETION AND LIQUIDATED DAMAGES

Contractor shall commence work on a date to be specified in a written Notice to Proceed from the City's Director of Public Works, and shall complete all work within Forty (40) working days thereafter (subject to "force majeure" delays, if any, to the extent allowed under the Contract Documents). If the work is not completed within that time, Contractor shall owe and pay to the City liquidated damages in the amount or amounts set forth in the Contract Documents.

ARTICLE VI

EFFECTIVE DATE

This Agreement shall become effective and commence on November 25, 2025.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed and attested by their respective officers thereunto duly authorized.

CITY OF SOUTH GATE:

By:_____
Maria Davila, Mayor

Dated:_____

ATTEST:

By:_____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By:_____
Raúl F. Salinas, City Attorney

SOUTHLAND ROOFING INC:

By:_____
Pier Pjerin Prenga, President

Dated: _____

WORKER'S COMPENSATION INSURANCE CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 AND 1861.

> I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of this Contract.

DATED:_____

SOUTHLAND ROOFING INC.
Contractor

By:_____
Pier Pjerin Prenga,

President
Title

ATTEST:

By:_____
Signature

_____
Title

INDEMNIFICATION AND LIABILITY INSURANCE REQUIREMENTS

The following requirements must be met when submitting insurance certificates to the City of South Gate in connection with Public Works and other projects:

1. The insurance certificate must be issued to the City of South Gate, 8650 California Avenue, South Gate, CA 90280, attention of the City Engineer.

2. The City of South Gate, South Gate Housing Authority, and their officers, employees, elected officials, and agents must be shown as additional insured per ISO CG 20 10 11 85, and separate endorsement signed by an authorized representative of the insurance company is required.

3. The City has the right to request a copy of complete insurance policy including all endorsements and certificates.

4. The Certificate must include cross liability coverage either included in the Commercial General Liability coverage, and so indicate on the face of the Certificate under that heading or by separate endorsement.

5. The Certificate should also indicate that the insurance covers "All Operations" or should specify the particular services to be provided.

6. Contractor shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

   Minimum Scope of Insurance

   Coverage shall be at least as broad as:

   1. Insurance Services Office Commercial General Liability coverage (occurrence from CG 0001).

   2. Insurance Services Office form number CA 0001 (Ed. 1/87) covering Automobile Liability, code 1 (any auto).

   3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

   4. Course of Construction insurance covering for "all risks" of loss. Earthquake and flood insurance is not required to be furnished by the Contractor.

Contractor shall maintain limits no less than:

1. General Liability: $1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the project which is the subject of this Agreement and the location where work thereunder is to be performed, or the general aggregate limit shall be twice the required occurrence limit.

2. Automobile Liability: $1,000,000 per accident for bodily injury and property damage.

3. Employer's Liability: $1,000,000 per accident for bodily injury or disease.

4. Course of Construction: Completed value of the project that is the subject of this Agreement.

Deductibles and Self-Insured Retention

Any deductibles or self-insured retention must be declared to and approved by the City. At the option of the City, either the insurer shall reduce or eliminate such deductibles or self-insured retention as respects the City, its officers, officials, employees and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Other Insurance Provisions

The general liability and automobile policies are to contain, or be endorsed to contain, the following provisions:

1. The City, its officers, officials, employees, and volunteers are to be covered as insurers with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Contractor; and with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance or as a separate owner's policy.

2. For any claims related to the project that is the subject of this Agreement, the Contractor's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled, or modified, by either party, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City.

Course of construction policies shall contain the following provisions:

1. The City shall be named as loss payee.
2. The insurer shall waive all rights of subrogation against the City.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII.

Verification of Coverage

Contractor shall furnish the City with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the City or on other than the City's forms, provided those endorsements or policies conform to the requirements. All certificates and endorsements are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

Subcontractors

Contractor shall include all subcontractors as insurers under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverage for subcontractors shall be subject to all of the requirements stated herein.

Indemnification

The Contractor shall indemnify, hold harmless and defend (with counsel selected by the City of South Gate), the City of South Gate, the City of South Gate Housing Authority, their consultants and sub-consultants, and their respective officers, agents, and employees, from any and all claims and losses whatsoever occurring or resulting to any and all persons, firms, corporations or other entities furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, any and all claims, lawsuits or actions arising from the awarding or execution of this Agreement, and from any and all claims and losses occurring or resulting to any person, firm, corporation or other entity, or property for damage, injury, death arising out of or connected with the Contractor's obligation to indemnify, defend and save harmless the City of South Gate, the City of South Gate Housing Authority, their consultants, sub-consultants, and other parties listed above, as stated hereinabove shall include, but not be limited to, paying all legal fees and costs incurred by legal counsel of the City of South Gate's choice in representing the City of South Gate, the City of South Gate Housing Authority, consultants and sub-consultants in connection with any such claims, losses, lawsuits or actions. THIS PROVISION SHALL SURVIVE THE COMPLETION OF WORK AND SERVICES TO BE PROVIDED UNDER THIS AGREEMENT.

HENRY C. GONZALEZ MUNICIPAL AUDITORIUM ROOF IMPROVEMENTS
CITY PROJECT NO. 695-PRK

FAITHFUL PERFORMANCE BOND
100% OF CONTRACT AMOUNT

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, the City of South Gate ("City" herein) has awarded to **Southland Roofing Inc.**, ("Contractor" herein) a Contract for:

HENRY C. GONZALEZ MUNICIPAL AUDITORIUM ROOF IMPROVEMENTS, CITY PROJECT NO. 695-PRK; and

WHEREAS, said Contract is incorporated herein by this reference; and

WHEREAS, said Contractor is required under the terms of said Contract to furnish a bond for the faithful performance of said Contract;

NOW, THEREFORE, we, Contractor and
as Surety, are held and firmly bound unto the City in the penal sum of **Eight Hundred Twenty-Three Thousand and Twenty Dollars ($823,020)** lawful money of the United States, for the payment of which we bind ourselves, our heirs, successors, executors and administrators, jointly and severally, firmly by these presents.

The condition of this obligation is such that the obligation shall become null and void if the above-bounded Contractor, his or its heirs, executors, administrators, successors, or assigns, shall in all things stand to, abide by, well and truly keep and perform the covenants, conditions and provisions in said Contract and any alteration thereof made as therein provided, on his or their part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the City, its officers, agents and employees, as therein stipulated; otherwise, this obligation shall be and remain in full force and effect.

As a part of the obligation secured hereby, and in addition to the face amount specified, costs and reasonable expenses and fees shall be included, including reasonable attorneys' fees, incurred by the City in successfully enforcing the obligation, all to be taxed as costs and included in any judgment rendered.

The Surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract, the work to be performed thereunder, or the specifications that accompany the Contract shall in any manner affect its obligations on this bond. The Surety hereby waives notice of any such change, extension of time, alteration or addition to the terms of the Contract, the work, or the specifications.

Note: All signatures must be acknowledged before a notary public. Attach appropriate acknowledgment.

CONTRACTOR NAME:

By: _____
Name

Title: President

_____

_____
(Type address of Contractor)

_____
(Type name of Surety)

_____

_____
(Type address of Surety)

By: _____
(Signature of authorized officer)

_____
(Title of officer)

APPROVED AS TO FORM:

_____
Raúl F. Salinas, City Attorney

HENRY C. GONZALEZ MUNICIPAL AUDITORIUM ROOF IMPROVEMENTS
CITY PROJECT NO. 695-PRK

100% PAYMENT BOND

WHEREAS, the City of South Gate, South Gate, California ("City" herein), has awarded to Southland Roofing Inc., ("Contractor" herein) a Contract for the work described as follows:

HENRY C. GONZALEZ MUNICIPAL AUDITORIUM ROOF IMPROVEMENTS
CITY PROJECT NO. 695-PRK

WHEREAS, said Contractor is required to furnish a bond in connection with said Contract, to secure the payment of claims of laborers, mechanics, material suppliers and other persons, as provided by law;

NOW, THEREFORE, we, the undersigned Contractor and Surety, are held firmly bound unto the City in the sum of **Eight Hundred Twenty-Three Thousand and Twenty Dollars ($823,020)** for which payment well and truly to be made we bind ourselves, our heirs, executors and administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if said Contractor, its heirs, executors, administrators, successors, assigns, or subcontractors shall fail to pay any of the persons named in Civil Code Section 9100(a), or amounts due under the Unemployment Insurance Code with respect to work or labor performed under the Contract, or any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of the Contractor and its subcontractors pursuant to Section 13020 of the Unemployment Insurance Code, with respect to such work and labor, then the Surety herein will pay for the same in an amount not exceeding the sum specified in this bond, otherwise the above obligation shall be void. If suit is brought upon this bond, the said Surety will pay a reasonable attorney's fee to the plaintiff(s) and the City in an amount to be fixed by the court.

This bond shall inure to the benefit of any of the persons named in Civil Code Section 9100(a) as to give a right of action to such persons or their assigns in any suit brought upon this bond.

Said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or modification of the Contract Documents or the work to be performed thereunder shall in any way affect its obligations on this bond, and it does hereby waive notice of such change, extension of time, alteration or modification of the Contract Documents or of work to be performed thereunder.

IN WITNESS WHEREOF, this instrument has been duly executed by the above-named Contractor and Surety on _____, 2025.

Note: All signatures must be acknowledged before a notary public. Attach appropriate acknowledgment.

CONTRACTOR:
SOUTHLAND ROOFING INC.

By: _____
Pier Pjerin Prenga

Title: President

_____

_____
(Type address of Contractor)

_____
(Type name of Surety)

_____

_____
(Type address of Surety)

By:_____
(Signature of authorized officer)

_____
(Title of officer)

APPROVED AS TO FORM:

_____
Raúl F. Salinas, City Attorney

NON-COLLUSION AFFIDAVIT TO BE EXECUTED BY EACH AWARDEE OF A PRINCIPAL CONTRACT

STATE OF CALIFORNIA)
) SS.
COUNTY OF LOS ANGELES)

_____ being first duly sworn, deposes and says that he is _____ of _____ (sole owner, a partner, president, etc.) _____ the party making the foregoing bid, that such bid is not made in the interest of or behalf of any undisclosed person, partnership, company, association, organization or corporation, that such bid is genuine and not collusive or sham, that said bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding, that said bidder has not in any manner, directly or indirectly, sought by agreements, communication or conference with anyone to fix the bid price of said bidder or of any other bidder, or to fix the overhead, profit or cost element of such bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the Contract or anyone interested in the proposed Contract; that all statements contained in such bid are true and, further, that said bidder has not, directly or indirectly, submitted his bid price, or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid and will not pay any fee in connection therewith to any corporation, partnership, company, association, organization, bid depository or to any member or agent thereof, or to any other individual, except to such person or persons as have a partnership or other financial interest with said bidder in their general business.

Signed _____

_____
Title

Subscribed and sworn to before me this _____ day of_____, 2025.

_____
Notary Public

(Attach Notary Certificate)

NOTICE OF EXEMPTION

TO: County Clerk/Registrar-Recorder
County of Los Angeles
Environmental Filings
12400 E. Imperial Hwy
Norwalk, CA 90650

FROM: Public Works Department
City of South Gate
8650 California Avenue
South Gate, CA 90280-3075

Project Title and Location (including county):

Henry C. Gonzalez Municipal Auditorium Roof Improvements, City Project 695-PRK

Project location: The project is located at 4900 Southern Avenue in the City of South Gate, County of Los Angeles, California.

Project Description: The work consists of the replacement of existing roof system with an energy efficient ultraviolet-resistant polyvinyl chloride (PVC) roofing system. The existing mechanical equipment will remain.

Name of Public Agency Approving Project:
City of South Gate - Public Works Department

Name of Person/Agency Carrying Out Project:
Arturo Cervantes, P.E., Assistant City Manager/Director of Public Works - City of South Gate

Exempt Status: (Check one)

- ☐ Ministerial (Sec. 21080 (b) (1); 15268);
- ☐ Declared Emergency (Sec. 21080 (b) (3); 15269(a));
- ☐ Emergency Project (Sec. 21080 (b) (4); 15269(b) (c));
- ☐ Emergency Project (Sec. 21080 (b) (4); 15269(b) (c));
- ☒ Categorical Exemption: Section: 15301 Class: 1(d)
- ☐ Statutory Exemption: Section: _____ Class: _____

Reasons why project is exempt:
This project is Categorically Exempt under Existing Facilities Section 15301 Class 1(d) for the repair, maintenance or minor alterations of existing public facility and mechanical equipment.

Lead Agency Contact Person and Phone Number:
Arturo Cervantes, P.E., Assistant City Manager/Director of Public Works - City of South Gate
323-357-9567 acervantes@sogate.org

Prepared and filed by the South Gate Public Works Department by:

	Arturo Cervantes, P.E., Assistant City Manager/Director of Public Works	
Signature	**Printed Name and Title**	**Date**

Office of the
South Gate City Clerk

NOV 20 2025

FILED

2:20pm

Item No. 18

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of **November 25, 2025**

Originating Department: **Public Works**

Department Director: *Arturo Cervantes* ***City Manager:*** *Rob Houston*

SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH RAFTELIS FINANCIAL CONSULTANTS, INC. TO CONDUCT A PUBLIC WORKS COST OF SERVICES ANALYSIS FOR STREET SWEEPING, TREE TRIMMING, CONCRETE WORK AND LANDSCAPE MAINTENANCE OPERATIONS AND CONTRACTS

PURPOSE: Due to ongoing fiscal constraints, the City is evaluating whether certain Public Works services currently performed by outside contractors can be delivered more cost-effectively in-house. This report seeks City Council approval to engage Raftelis Financial Consultants, Inc. ("Raftelis") to conduct a comprehensive cost-of-services analysis for street sweeping, tree trimming, concrete work, and landscape maintenance. The study will assess whether in-sourcing these operations could reduce long-term costs, improve service levels, or provide more predictable budgeting. Approval of this agreement will allow the City to obtain objective, data-driven recommendations to support future budget decisions.

RECOMMENDED ACTIONS: The City Council will consider:

a. Approving a Professional Services Agreement with Raftelis to perform a Public Works Cost Reduction Analysis, in the amount of $36,850;
b. Authorizing the City Manager to execute the Professional Services Agreement with Raftelis in a form approved by the City Attorney; and
c. Appropriate $35,000 in Gas Tax and $10,000 in Street Sweeping Funds to fund the study and a contingency.

FISCAL IMPACT: There is no impact to the General Fund. The Agreement is in the amount of $36,850 and it will be funded with $29,000 in Gas Tax and $7,850 in Street Sweeping Funds. The appropriations is in the amount of $35,000 in Gas Tax and $10,000 in Street Sweeping Funds, and it will fully fund the study and a contingency of $8,150 for a total of $45,000.

ANALYSIS: The City is facing significant fiscal pressure with a projected structural deficit next fiscal year. Public Works operations contains long-standing service contracts for street sweeping, tree trimming, concrete maintenance, and landscape maintenance, where a review is warranted as means to reduce the structural deficit. While outsourcing can be efficient, a review is needed to determine if it is contributing to the structural cost issues, and if so, if in-sourcing these services is the solution. In response, the City seeks to engage Raftelis, a nationally recognized municipal

financial and organizational consultant, to help evaluate whether in-sourcing certain services could reduce long-term costs, improve service levels, or provide more predictable budgeting. Raftelis brings extensive expertise in public works operations, municipal staffing, and cost-benefit analysis, to assess the true cost of current contracts, compare those costs to building in-house service capacity, and identify opportunities for multi-year savings.

The study will focus on four major service areas where the City currently spends substantial annual funds: (1) street sweeping, (2) tree trimming (3) concrete work, and (4) landscape maintenance. For each, Raftelis will analyze actual contract costs, staffing and equipment needs, and the feasibility of performing the same or better levels of service with City personnel. The resulting analysis will provide the City Council with clear, data-driven options showing whether bringing any of these services in-house could reduce long-term operating costs, improve accountability and scheduling, and stabilize service delivery. The final report will include financial projections, recommendations, and an implementation roadmap, positioning the City to make informed budget decisions as it works to reduce General Fund exposure and strengthen long-term fiscal sustainability.

Raftelis estimates that completing the full evaluation will cost $36,850, which includes all activities necessary to prepare the study. This amount covers project initiation, analysis of street sweeping, tree trimming/concrete work, and landscape maintenance services, as well as preparation of the final report and recommendations. The fee reflects a fixed, all-inclusive cost for professional staff time, data analysis, financial modeling, and development of deliverables.

Raftelis is familiar with the City's operations, having recently completed the City's Sewer Rate Study for the Public Works Department. Its prior work with South Gate provides helpful context on the City's financial structure, service delivery models, and operational needs, which will support a more informed and efficient analysis for this study.

BACKGROUND: Several core services (street sweeping, tree trimming, concrete work, and landscape maintenance) are currently performed by outside contractors or through a combination of contract services and limited in-house staffing. Rising contract costs, inconsistent performance, and the City's need for more predictable service delivery have prompted a deeper examination of whether bringing some of these operations in-house could provide long-term financial and operational benefits.

In response, the City requested proposals from two qualified firms to conduct a comprehensive cost-benefit analysis. On November 12, 2025, Raftelis submitted a proposal outlining a data-driven evaluation of the true cost of these outsourced services compared to the cost of providing them with City staff. Its 12-week study will focus on street sweeping, tree trimming/concrete work, and landscape maintenance, concluding with recommendations to guide future budget decisions.

To complete this study, Raftelis will follow a straightforward approach that is easy to understand. First, it will meet with City staff and review budgets, contracts, and workload data to understand how services are currently delivered. Next, it will estimate what it would cost for the City to perform each service itself, including the equipment, staffing, and training needed. Finally, it will compare the long-term costs of the current contracts versus doing the work in-house and present

the City with clear, practical recommendations showing which option, contracting out or bringing services in-house, provides the best value for the City.

ATTACHMENTS: A. Proposed Agreement (including Exhibit A)

MD:lc

AGREEMENT FOR PROFESSIONAL SERVICES TO CONDUCT A PUBLIC WORKS COST OF SERVICES ANALYSIS FOR STREET SWEEPING, TREE TRIMMING, CONCRETE MAINTENANCE, AND LANDSCAPE MAINTENANCE OPERATIONS AND SERVICES BETWEEN THE CITY OF SOUTH GATE AND FINANCIAL CONSULTANTS, INC.

This Agreement for Professional Services to Conduct a Public Works Cost of Services Analysis for Street Sweeping, Tree Trimming, and Landscape maintenance operations and services ("Agreement") is made and entered into on November 25, 2025 by and between the City of **South Gate**, a municipal corporation ("City"), and Raftelis Financial Consultants, Inc., a California corporation ("Consultant"). City and Consultant are sometimes hereinafter individually referred to as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, City desires to retain a qualified provider for certain services to conduct a public works cost of services analysis for street sweeping, tree trimming, concrete work, and landscape maintenance operations and services;

WHEREAS, Consultant warrants to City that it has the requisite skills, knowledge, qualifications, manpower and expertise to perform properly and timely the Professional Services under this Agreement; and

WHEREAS, based on such representation, City desires to contract with Consultant to perform the services as described in the Scope of Services attached hereto as Exhibit "A" of this Agreement.

NOW, THEREFORE, the Parties hereby agree as follows:

1. **SCOPE OF SERVICES.** City hereby engages Consultant, and Consultant accepts such engagement, to perform the services set forth in the Scope of Services as described in Exhibit "A" attached hereto and made part of this Agreement. The Scope of Services may be mutually amended from time to time by both Parties in writing.

2. **COMPENSATION FOR SERVICES.** The total amount of compensation for this Agreement shall not exceed the sum of **Thirty-Six Thousand Eight Hundred Fifty Dollars ($36,850)** as described in Consultant's proposal attached hereto as Exhibit "A." City shall pay Consultant for its professional services rendered and costs incurred pursuant to this Agreement. No additional compensation shall be paid for any other expenses incurred, unless first approved in writing by City Manager or his/her designee.

   2.1 Consultant shall be required to attend meetings at City Hall as necessary in the delivery of the projects and programs. Travel time between Consultant's office and City Hall shall not be billable. Consultant may request an exemption on a case-by-case basis, which shall be subject to City approval.

2.2 Consultant shall be paid in accordance with the schedule included in Consultant's proposal attached hereto as Exhibit "A." City shall pay Consultant within forty-five (45) days of receipt of the invoice.

2.3 No payment made hereunder by City to Consultant, other than the final payment, shall be construed as an acceptance by City of any work or materials, nor as evidence of satisfactory performance by Consultant of its obligations under this Agreement.

3. TERM OF AGREEMENT. This Agreement is effective as of **November 25, 2025** and will remain in effect for a period of one year from said date or until project completion, unless otherwise expressly extended and agreed to by both Parties in writing, or terminated by either Party as provided herein.

4. CITY AGENT. The City Manager or his/her designee, for the purposes of this Agreement, is the agent for City. Whenever approval or authorization is required, Consultant understands that the Director, or his/her designee, has the authority to provide that approval or authorization.

5. CONFLICT OF INTEREST. Consultant represents that it presently has no interest and shall not acquire any interest, direct or indirect, in any real property located in the City which may be affected by the services to be performed by Consultant under this Agreement. Consultant further represents that in performance of this Agreement, no person having any such interest shall be employed by it. Within ten (10) days, Consultant agrees that it will immediately notify City of any other conflict of interest that may exist or develop during the term of this Agreement.

5.1 Consultant represents that no City employee or official has a material financial interest in Consultant's business. During the term of this Agreement and/or as a result of being awarded this Agreement, Consultant shall not offer, encourage or accept any financial interest in Consultant's business or in this Agreement by any City employee or official.

6. GENERAL TERMS AND CONDITIONS.

6.1 Termination for Convenience. City may terminate this Agreement at any time without cause by giving fifteen (15) days written notice to Consultant of such termination and specifying the effective date thereof. In that event, all finished or unfinished documents and other materials shall, at the option of City, become its property. If this Agreement is terminated by City as provided herein, Consultant will be paid the total amount of its costs as of the termination date. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in this Agreement.

6.2 Termination for Cause.

6.2.1 City may, by written notice to Consultant, terminate the whole or any part of this Agreement in any of the following circumstances:

a. If Consultant fails to perform the services required by this Agreement within the time specified herein or any authorized extension thereof; or

b. If Consultant fails to perform the services called for by this Agreement or so fails to make progress as to endanger performance of this Agreement in accordance with its terms, and in either of these circumstances does not correct such failure withing a period of ten (10) days (or such longer period as City may authorize in writing) after receipt of notice from City specifying such failure.

6.2.2 In the event City terminates this Agreement in whole or in part as provided above in Subsection 6.2.1, City may procure, upon such terms and in such manner as it may deem appropriate, services similar to those terminated.

6.2.3 If this Agreement is terminated as provided above in Subsection 6.2.1, City may require Consultant to provide all finished or unfinished documents, data, studies, drawings, maps, photographs, reports, films, charts, sketches, computations, surveys, models, or other similar documentation prepared by Consultant. Upon such termination, Consultant shall be paid an amount equal to the value of the work performed. In ascertaining the value of the work performed up to the date of termination, consideration shall be given to both completed work and work in progress, to complete and incomplete drawings, and to other documents whether delivered to City or in possession of Consultant, and to authorized reimbursement expenses.

6.2.4 If, after notice of termination of the Agreement under the provisions of Subsection 6.2.1 above, it is determined, for any reason, that Consultant was not in default, or that the default was excusable, then the rights and obligations of the Parties shall be the same as if the notice of termination had been issued pursuant to Subsection 6.1. above.

6.3 Non-Assignability. Consultant shall not assign or transfer any interest in this Agreement without the express prior written consent of City.

6.4 Non-Discrimination.

6.4.1 Consultant shall not discriminate against any employee, subcontractor, or applicant for employment because of to race, creed, gender, gender identity (including gender expression), color, religion, ancestry, sexual orientation, national origin, disability, age, marital status, family/parental status, or veteran/military status, in the performance of its services and duties pursuant to this Agreement and will comply with all applicable laws, ordinances and codes

of the federal, state, and county and the City governments. Consultant will take affirmative action to ensure that subcontractors and applicants are employed, and that employees are treated during employment without regard to their race, color, religion, ancestry, sex, national origin, disability, or age. Consultant will take affirmative action to ensure that all employment practices, including those of any subcontractors retained by Consultant to perform services under this Agreement, are free from such discrimination. Such employment practices include, but are limited to: hiring, upgrading, demotion, transfer, recruitment, recruitment advertising, layoff, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

6.4.2 The provisions of Subsection 6.4.2 above shall be included in all solicitations or advertisements placed by or on behalf of Consultant for personnel to perform any services under this Agreement. City shall have access to all documents, data, and records of Consultant and its subcontractors for purposes of determining compliance with the equal employment opportunity and non-discrimination provisions of this Section, and all applicable provisions of Executive Order No. 11246 (relating to federal restrictions against discriminatory practices) is available for review and on file with the City Clerk's Office.

6.5 Insurance. Consultant shall submit to City, certificates indicating compliance with the following minimum insurance requirements no less than one (1) day prior to beginning of performance under this Agreement:

6.5.1 Workers Compensation Insurance as required by law. Consultant shall require all subcontractors similarly to provide such workers' compensation insurance for their respective employees.

6.5.2 Comprehensive general and automobile liability insurance protecting Consultant in amounts not less than $1,000,000 per occurrence/accident for bodily injury and property damage liability. Each such policy of insurance shall:

a. Be issued by a financially responsible insurance company or companies admitted and authorized to do business in the State of California or which is approved in writing by City.

b. Name and list as additional insured the City, its officers and employees.

c. Specify its acts as primary insurance.

d. Contain a clause substantially in the following words: "It is hereby understood and agreed that this policy shall not be canceled except upon thirty (30) days prior written notice to City of such cancellation or material

change."

e. Cover the operations of Consultant pursuant to the terms of this Agreement.

6.6 Indemnification. Consultant agrees to indemnify, defend and hold harmless City and/or any other City agency, including other employees, officers and representatives, for/from any and all claims or actions of any kind asserted against City and/or any other City agency arising out of Consultant's (including Consultant's employees, representatives, products and subcontractors) negligent performance under this Agreement, excepting only such claims or actions which may arise out of sole or active negligence of City and/or any other City agency, or any third parties not acting on behalf of, at the direction of, or under the control of Consultant.

6.7 Compliance with Applicable Law. Consultant and City shall comply with all applicable laws, ordinances, and codes of the Federal, State, County and City governments, without regard to conflict of law principles.

6.8 Independent Contractor. This Agreement is by and between City and Consultant and is not intended, nor shall it be construed, to create the relationship of agency, servant, employee, partnership, joint venture, or association, as between City and Consultant.

6.8.1 Consultant shall be an independent contractor and shall have no power to incur any debt or obligation for or on behalf of City. Neither City nor any of its officers or employees shall have any control over the conduct of Consultant, or any of Consultant's employees, except as herein set forth, and Consultant expressly warrants not to, at any time or in any manner, represent that it, or any of its agents, servants or employees are in any manner employees of City, it being distinctly understood that Consultant is and shall at all times remain to City a wholly independent contractor and Consultant's obligations to City are solely such as are prescribed by this Agreement.

6.8.2 Indemnification of CalPERS Determination - In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as, for the payment of any penalties and interest on such contributions which would otherwise be the responsibility of City.

6.8.3 Business License Required. According to Title 2.08.40 of the South Gate Municipal Code, a business license will be required prior to doing business

within the City, even if the business is located outside of the City. Verification of a valid South Gate business license will be required prior to start of work and any fees associated with the acquisition or maintenance of such business license shall be the sole responsibility of Consultant.

6.9 Consultant's Personnel.

6.9.1 All services required under the Agreement will be performed by Consultant, or under Consultant's direct supervision, and all personnel shall possess the qualifications, permits and licenses required by State and local law to perform such services, including, without limitation, a City of South Gate business license as required by the South Gate Municipal Code.

6.9.2 Consultant shall be solely responsible for the satisfactory work performance of all personnel engaged in performing services required by this Agreement, and compliance with all reasonable performance standards established by City.

6.9.3 Consultant shall be responsible for payment of all employees' and subcontractors' wages and benefits and shall comply with all requirements pertaining to employer's liability, workers' compensation, unemployment insurance and Social Security.

6.9.4 Consultant shall indemnify and hold harmless City and all other related entities, officers, employees and representatives from any liability, damages, claims, costs, and expenses of any nature arising from alleged violations of personnel practices or of any acts of omissions by Consultant in connection with the work performed arising from this Agreement.

6.10 Copyright. No reports, maps or other documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of Consultant.

6.11 Legal Construction.

6.11.1 This Agreement is made and entered into in the State of California and shall in all respects be interpreted, enforced, and governed under the laws of the State of California without regard to conflict of law principles.

6.11.2 This Agreement shall be construed without regard to the identity of the persons who drafted its various provisions. Each and every provision of this Agreement shall be construed as though each of the parties participated equally in the drafting of same, and any rule of construction that a document is to be construed against the drafting party shall not be applicable to this Agreement.

6.11.3. The article and section, captions and headings herein have been inserted for convenience only and shall not be considered or referred to in resolving questions of interpretation or construction.

6.11.4. Whenever in this Agreement the context may so require, the masculine gender shall be deemed to refer to and include the feminine and neuter, and the singular shall refer to and include the plural.

6.12 Counterparts. This Agreement may be executed in counterparts and, as so executed, shall constitute an agreement which shall be binding upon all Parties hereto.

6.13 Final Payment Acceptance Constitutes Release. The acceptance by Consultant of the final payment made under this Agreement shall operate as and be a release of City from all claims and liabilities for compensation to Consultant for anything done, furnished, or relating to Consultant's work or services. Acceptance of payment shall be any negotiation of City's check or the failure to make a written extra compensation claim within ten (10) calendar days of the receipt of that check. However, approval or payment by City shall not constitute, nor be deemed, a release of the responsibility and liability of Consultant, its employees, sub-consultants and agents for the accuracy and competency of the information provided and/or work performed; nor shall such approval or payment be deemed to be an assumption of such responsibility or liability by City for any defect or error in the work prepared by Consultant, its employees, sub-consultants and agents.

6.14 Corrections. In addition to the above indemnification obligations, Consultant shall correct, at its expense, all errors in the work which may be disclosed during City's review of Consultant's report or plans. Should Consultant fail to make such correction in a reasonably, timely manner, such correction shall be made by City, and the cost thereof shall be charged to Consultant.

6.15 Files. All files of Consultant pertaining to City shall be and remain the property of City. Consultant will control the physical location of such files during the term of this Agreement and shall be entitled to retain copies of such files upon termination of this Agreement.

6.16 Waiver; Remedies Cumulative. Failure by a Party to insist upon the performance of any of the provisions of this Agreement by the other party, irrespective of the length of time for which such failure continues, shall not constitute a waiver of such Party's right to demand compliance by such other Party in the future. No waiver by a Party of a default or breach of the other party shall be effective or binding upon such a Party unless made in writing by such Party, and no such waiver shall be implied from any omissions by a Party to take any action with respect to such default or breach. No express written waiver of a specified default or breach shall affect any other default or breach, or cover any other period of time, other than any default or breach and/or period

of time specified. All of the remedies permitted or available to a Party under this Agreement, or at law or in equity, shall be cumulative and alternative, and invocation of any such right or remedy shall not constitute a waiver or election of remedies with respect to any other permitted or available right of remedy.

6.17 Mitigation of Damages. In all such situations arising out of this Agreement, the Parties shall attempt to avoid and minimize the damages resulting from the conduct of the other Party.

6.18 Severability. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

6.19 Attorneys' Fees. The Parties hereto acknowledge and agree that each will bear his or its own costs, expenses and attorneys' fees arising out of and/or connected with the negotiation, drafting and execution of the Agreement, and all matters arising out of or connected therewith except that, in the event any action is brought by any Party hereto to enforce this Agreement, the prevailing Party in such action shall be entitled to reasonable attorneys' fees and costs in addition to all other relief to which that Party or those Parties may be entitled.

6.20 Entire Agreement and Amendments. This Agreement constitutes the whole agreement between City and Consultant, and neither party has made any representations to the other except as expressly contained herein. Neither party, in executing or performing this Agreement, is relying upon any statement or information not contained in this Agreement. Any amendments, changes or modifications to this Agreement must be made in writing and appropriately executed by both City and Consultant.

6.21 Notices. Any notice required to be given hereunder shall be deemed to have been given by email transmission with confirmation of delivery and depositing said notice in the United States mail, postage prepaid, and addressed as follows:

TO CITY:
City of South Gate
Arturo Cervantes,
Assistant City Manager/Director of Public Works
8650 California Avenue
South Gate, CA 90280
Email: acervantes@sogate.org
TEL: (323) 563-9567

WITH COURTESY COPY TO:
City of South Gate
Yodit Glaze, City Clerk

8650 California Avenue
South Gate, CA 90280
Email: yglaze@sogate.org
TEL: (323)563-9510

TO CONSULTANT:
Jan Perkins Vice President ICMA-CM
Phone: 949 202 8870 /
Email: jperkins@raftelis.com

6.22 Warranty of Authorized Signatories. Each of the signatories hereto warrants and represents that he or she is competent and authorized to enter into this Agreement on behalf of the Party for whom he or she purports to sign.

6.23 Consultation with Attorney. Consultant warrants and represents that it has consulted with an attorney or knowingly and voluntarily decided to forgo such a consultation.

6.24 Interpretation Against Drafting Party. City and Consultant agree that they have cooperated in the review and drafting of this agreement. Accordingly, in the event of any ambiguity, neither Party may claim that the interpretation of this Agreement shall be construed against either Party solely because that Party drafted all or a portion of this Agreement, or the clause at issue.

7. **CALIFORNIA LEVINE ACT DISCLOSURE STATEMENT.** In accordance with California SB1439 extended requirements under Government Code Section 84308, also known as the "Levine Act," a disclosure must be filed of political contributions totaling more than two hundred fifty dollars ($250) within the previous twelve (12) months, and for three (3) months following the date a final decision is made to award an agreement. Therefore, the City requires that Consultant fill out the California Levine Act Disclosure Statement form available on the City website and submit it to the City Clerk's Office prior to the approval of this Agreement.

8. **EFFECTIVE DATE.** The effective date of this Agreement is November 25, 2025 and will remain in effect through and until project completion, unless otherwise terminated in accordance with the terms of this Agreement.

[Remainder of page left blank intentionally.]

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed and attested by their respective officers thereunto duly authorized.

CITY OF SOUTH GATE:

By: _____
Rob Houston, City Manager

Dated: _____

ATTEST:

By: _____
Yodit Glaze, City Clerk
(SEAL)

APPROVED AS TO FORM:

By: _____
Raúl F. Salinas, City Attorney

Raftelis Financial Consultants, Inc.:

By: _____
Jan Perkins Vice President ICMA-CM

Dated: _____

RAFTELIS

November 12, 2025

Arturo Cervantes, P.E.
Assistant City Manager/Director of Public Works
City of South Gate
8650 California Avenue
South Gate, CA 90280

Subject: Proposal for Public Works Cost Reduction Analysis

Dear Mr. Cervantes:

We appreciate the City of South Gate's (City) interest in having Raftelis provide an analysis of potential cost-savings options for the City's Department of Public Works (Department). Our focus has always been to help local government and utility clients solve their financial, organizational, and technology challenges. We appreciate the opportunity to submit our proposal.

Our Understanding of the Engagement

We understand that the City, in times of fiscal constraint, is seeking options for reducing the costs of service provision. In particular, the City seeks Raftelis to conduct two analyses: 1) to calculate the potential cost impacts and savings of bringing street sweeping services, which are currently outsourced via contract, in-house, 2) to similarly calculate the potential cost impacts and savings of bringing tree trimming services, also outsourced, in-house and redirecting staff doing concrete work for that purpose, with the idea to outsource concrete work, and 3) to analyze the cost-benefit of in-sourcing the City's landscape maintenance contract, which maintains a variety of parkways and City facilities.

We believe Raftelis offers the City distinct advantages for this work:

- **A workable and insightful approach:** Our team's approach specifically addresses the City's needs and will help prepare a thorough and insightful analysis of cost impacts and potential savings for in-sourcing the City's street sweeping and tree trimming operations. We perform similar financial impact analyses for other local governments nationwide.
- **An experienced team who knows the challenges and opportunities faced by local governments:** We are skilled professionals with direct experience in all facets of local government operations, including public works and budget/finance. Our team members were local government leaders who understand public sector constraints and complexities, respect the work already being done by City staff, and will provide a comprehensive analysis to assist in policymaker decision-making.

Our Approach

Our approach to accomplish the City's objectives is provided below. In order to minimize costs, all work will be conducted remotely through online/virtual meetings. Onsite presentations can be made at additional cost if desired.

Activity 1 – Project Initiation

We will start by meeting with the City's project manager and/or project team to review the details and expectations of this effort and to finalize the project schedule and work plan. At the kick-off meeting, we will discuss the City's objectives for this study, current contracts for services, and other issues that may be relevant to our work.

We will request a variety of data and documents as the basis for our analysis, including the City's annual budget, staff salary and benefits costs, contract costs, and other relevant information. As part of our request, we will provide the City with a shared and secure online drive for ease of uploading electronic files. Additional requests for information may occur during the course of our review.

Throughout the course of the project, we will provide regular project status updates and ensure ongoing communication.

Meetings:	Deliverables:
• Remote kick-off meeting	• Kick-off meeting agenda • Document and data request • Draft and final project schedule

Activity 2 – Street Sweeping Analysis

In this activity, we will conduct a thorough review of the City's current street sweeping operation costs, as well as potential costs and savings by bringing the work now done via contract in-house to be performed by City staff. Tasks will include:

- **Understand Current Contract Operations and Costs:** As a foundation for potential service model changes, our team will thoroughly review and analyze the related documents provided in Activity 1. This review will be essential in understanding current contract operations and costs. In particular, we will review current service levels as outlined in the contract, including staffing levels, equipment requirements, and all associated costs, as well as the disposal of related waste.
- **Perform In-Sourcing Analysis:** Our team will next assess the full cost impact of changing from an outsourced to staff-provided model for street sweeping, including cost estimates for the purchase of street sweepers, maintenance, staff training, and more. We will project the costs of implementing this change, as well as cost impacts and potential savings for the next 5-10 years.

Our team will summarize everything learned.

Activity 3 – Tree Trimming and Concrete Work Analysis

Similar to Activity 2 above, in this activity, we will conduct a thorough review of the City's current tree trimming operation costs, as well as potential costs and savings by bringing the work now done via contract in-house to be performed by City staff. Raftelis will also estimate the impacts and savings of redirecting in-house staff currently performing concrete work to tree trimming and contracting out the City's concrete work. Tasks will include:

- **Understand Current Operations and Costs:** As a foundation for potential service model changes, our team will thoroughly review and analyze the related documents provided in Activity 1. This review will be essential in understanding current contract operations and costs. In particular, we will review service levels under the current tree trimming contract, staffing levels, equipment requirements, and all associated costs. We will also assess the costs of the City's current concrete crew operations.

- **Perform In-Sourcing Analysis:** Our team will assess the full cost of changing from an outsourced to staff-provided model for tree trimming, including cost estimates for the purchase of needed vehicles, equipment, maintenance, training, and more. We will determine current tree trimming contract service levels and frequencies and assess the financial impacts of redirecting the five City Full Time Equivalent (FTE) staff now performing concrete work and two FTE staff performing tree trimming, to provide the same or better level of service. We will assess the cost impacts of contracting out the City's concrete work. We will project the costs of implementing this change, as well as cost impacts and potential savings for the next 5-10 years.

Our team will summarize everything learned.

Activity 4 – Landscape Maintenance Analysis

Similar to Activities 2 and 3 above, in this activity, we will conduct a thorough review of the City's current landscape maintenance operation costs, as well as potential costs and potential savings by bringing the work now done via contract in-house to be performed by City staff. Our understanding is that the City's landscape maintenance contract includes maintenance for roadway medians, parkways on major streets and some parking lots, Civic Center grounds, and other public facilities. Tasks will include:

- **Understand Current Operations and Costs:** As a foundation for potential service model changes, our team will thoroughly review and analyze the related documents provided in Activity 1. This review will be essential in understanding current contract operations and costs. In particular, we will review service levels and work frequencies under the current landscape maintenance contract, staffing levels, equipment requirements, and all associated costs.
- **Perform In-Sourcing Analysis:** Our team will assess the full cost of changing from an outsourced to staff-provided model for the same landscape maintenance, including salaries and benefits and cost estimates for the purchase of needed vehicles, equipment, maintenance, training, and more. We will determine the cost of having in-house City staff perform the work to provide the same or better level of service. We will project the costs of implementing this change, as well as cost impacts and potential savings for the next 5-10 years. Finally, we will review these results in comparison to those of the tree trimming analysis in Activity 3 above to determine which option is most advantageous for the City to in-source.

Our team will summarize everything learned.

Activity 5 – Prepare Project Deliverables

At this point, we will have discussed project goals and information at the kick-off meeting, reviewed documents and data, assessed current operations, and projected cost and savings impacts to change service delivery models for street sweeping, tree trimming, and concrete work. Based upon everything learned, we will prepare a PowerPoint presentation of our preliminary observations and draft recommendations and present this remotely to the City's project manager or project team for review and discussion. Based upon feedback received, we will perform any necessary follow-up and finalize our recommendations.

With recommendations finalized, our team will summarize our analysis in a draft memo report for review and discussion. The report will include an executive summary, our methodology and approach, and a description of all recommendations for the City with accompanying financial analysis.

The draft report will be provided to the City for review and discussion. We request one set of consolidated comments and proposed edits within 30 days to provide feedback, at which point Raftelis will finalize the memo. For an added fee, we can return onsite to present the outcomes of our assessment to either City staff, the City Council, or both.

Meetings:
- Remote presentation of preliminary observations and recommendations

Deliverables:
- Draft and final project memo

Future Phase Options

Depending on the outcome of the organization assessment, there may be a need for further assistance. Examples of the ways in which Raftelis can help are briefly summarized below. Our firm offers a range of additional services that we would be pleased to discuss with you. We can scope any of the following additional services in collaboration with you at the appropriate time:

- **Implementation of Recommendations:** Raftelis can prepare a "Roadmap" for implementing our recommendations. Depending on the capacity and skills available in-house, supplemental assistance could be provided to help with the timely implementation of the improvements identified.
- **Facilitation and Strategic Planning:** Successful implementation of changes requires the engagement of Department staff. Engaging these individuals through facilitated processes as well as strategic planning can be a way to strengthen the team, create clear goals and strategies, and support change.
- **Strategic Communications:** Raftelis has a Strategic Communications unit that can help the City by conveying information about the changes that will be coming should our recommendations be implemented.

Raftelis Team Members

We have developed a team of consultants who specialize in specific elements that will be critical to the success of the City's project. No subconsultants will be used; all team members are employees of Raftelis. Our firm knows that collaboration throughout the project will lead to more successful outcomes. Should the need to substitute a member of our team arise, we have over 190 consultants on staff who can assist in the completion of the work; we would seek approval from the City prior to any team member substitutions.

Jan Perkins, based in Laguna Beach, will serve as Project Director to provide quality assurance and guidance to the team. Rebekka Hosken, based in Los Angeles and a former finance director and budget officer, will serve as Project Manager and the primary contact for the City. She will supervise the work of the team and ensure it is completed on time and within budget. Mahdi Aluzri, PE, an engineer and former city manager in California now based in Ohio, will serve as subject matter expert on the public works components of the work. Polly Englot, based in San Francisco and a former budget analyst, will perform document review and analysis for the project.

Resumes for each team member are attached to this proposal.

Project Timeline

In our experience, an assessment of this type will take approximately 12 weeks from kick-off to conclusion, dependent upon the availability of City staff and the timely provision of data and documents. We expect to further review and refine the timeline and schedule with the City during Activity 1 and can discuss key milestones to ensure the City's information needs are met. Our project approach and cost have been prepared to include all anticipated meetings.

Fee

The total fixed fee to complete the scope of work outlined in Activities 1 through 5 is $36,850, which includes all professional fees and expenses for Raftelis. A breakdown of costs by project activity is provided below:

Activity	Description	Cost
1	Project Initiation	$3,075
2	Street Sweeping Analysis	$6,475
3	Tree Trimming and Concrete Work Analysis	$7,300
4	Landscape Maintenance Analysis	$7,625
5	Prepare Project Deliverables	$12,375
	TOTAL	**$36,850**

Raftelis will invoice the City for monthly payments based upon work completed.

We look forward to the opportunity to serve the City of South Gate. If you have any questions, please do not hesitate to contact Jan at jperkins@raftelis.com or 949.202.8870.

Sincerely,

Michelle Ferguson

Michelle Ferguson
Executive Vice President

The City of South Gate accepts the terms of this engagement letter and proposal for a Public Works Cost Reduction analysis for a fee of $36,850.

Approved: _____ Date: _____

Name of Signatory: _____ Title: _____

Jan Perkins ICMA CM

PROJECT DIRECTOR
Vice President

ROLE

Jan will be responsible for overall project accountability and will be available to provide quality assurance and control, as well as an industry perspective and insights into the project.

PROFILE

Jan has over 30 years of management experience in local government. She served in several California and Michigan jurisdictions, including as City Manager in Fremont and Morgan Hill, California. She also served the cities of Santa Ana, California, as Assistant City Manager; Grand Rapids, Michigan, as Deputy City Manager and various analyst roles; and Adrian, Michigan, as Community Development Director and Assistant City Administrator.

Jan is an expert facilitator and organization development consultant. She provides consulting assistance to government leaders in organizational analysis, leadership development, executive coaching, strategic planning, teambuilding, executive performance evaluation, and governing body/staff effectiveness.

Jan has held leadership positions in professional associations, is a frequent speaker at professional conferences, and has received awards from professional and civic associations. In 2016, Jan was honored by ICMA with its Distinguished Service Award, received the Lifetime Achievement Award from Women Leading Government, and a Lifetime Achievement Award from her MPA alumni association, the KUCIMATs. She has authored articles on leadership, effective governing body meetings, executive performance evaluation, and ethics.

Jan holds an undergraduate degree in sociology and a Master of Public Administration from the University of Kansas. She completed the Program for Senior Executives in State and Local Government from Harvard University and is an ICMA Credentialed Manager. She is a founding board member of Women Leading Government, served on and chaired ICMA committees, was President of the Alameda County City Managers Association, is Past President and current member of the California City Management Foundation, and is a Fellow with the National Academy for Public Administration. Jan recently served as the Arizona State University School of Public Affairs Harrell-Hutchinson Urban Visiting Professional.



Specialties

- Strategic planning and facilitation
- Organization development
- Performance management
- Change management
- Executive coaching
- Elected official/executive relationships

Professional History

- Raftelis: Vice President (2023-present)
- Management Partners: Vice President, Senior Partner, Partner (2005-2022); Managing Director, Baker Tilly, through acquisition of Management Partners (2022-2023).
- City of Fremont, California: City Manager and Acting City Manager (1993-2004)
- City of Morgan Hill, California: City Manager (1990-1993)
- City of Santa Ana, California: Assistant City Manager (1984-1990)
- City of Grand Rapids, Michigan: Deputy City Manager (1981-1984), Analyst (1975-1979)
- City of Adrian, Michigan: Community Development Director/Assistant City Administrator (1979-1981)

Education

- Master's degree in public administration - University of Kansas (1976)
- Bachelor's degree in sociology - University of Kansas (1974)

Certifications

- Certificate from Harvard University's Program for Senior Executives in State and Local Government
- ICMA Credentialed Manager

Professional Memberships

- International City/County Management Association
- Women Leading Government, Founding Member
- California City Management Foundation, Past President
- National Academy for Public Administration

Rebekka G. Hosken

PROJECT MANAGER
Senior Manager

ROLE

Rebekka will manage the day-to-day aspects of the project, ensuring it is within budget, on schedule, and effectively meets the City's objectives. She will also lead the consulting staff in conducting analyses and preparing deliverables for the project. Rebekka will serve as the City's main point of contact for the project.

PROFILE

Rebekka joined Raftelis in 2020 with 16 years of direct service to local governments and 10 years of management consulting experience. As an experienced consultant, Rebekka has led organizational assessments for a broad range of operating departments and offices in cities, counties, universities, and special districts, including police, code enforcement, community development, public works, administration, and city attorney departments. With direct operational experience in municipal administration, public works, and finance departments, Rebekka's breadth of knowledge makes her skillful in quickly identifying organizational strengths and opportunities, analyzing operations through creation of process maps and workflows, preparing actionable recommendations for improvement, and communicating findings to a wide variety of audiences. She has consulted for over 130 clients throughout the United States and Canada.

Rebekka served as finance director for the City of La Cañada Flintridge, California, a contract city north of Los Angeles, responsible for accounts payable, receivable, budget, audit, and payroll. She automated several previously manual operations and implemented a new financial software system. During her tenure, she identified and successfully obtained a State loan for the financing of the City's new city hall and played a key leadership role in successfully moving all operations and staff, as well as communicating all financial impacts of the project to management and the City Council.



Specialties

- Organizational assessment
- Budgeting and financial analysis
- Business process improvement
- Strategic planning
- Staffing analysis

Professional History

- Raftelis: Senior Manager (2023-present); Manager (2020-2022)
- City of La Cañada Flintridge, California: Finance Director (2017-2020)
- City of Simi Valley, California: Budget Officer (2012-2017)
- City of Burbank, California; Senior Management Analyst (2010-2012)
- Management Partners; Senior Consultant (1999-2010)
- Village of La Grange Park, Illinois: Assistant Village Manager (1996-1999)
- City of Appleton, Wisconsin: Assistant to the Mayor (1994-1996)
- Town of Lexington, Massachusetts: Management Intern (1992-1993)

Education

- Master of Business Administration – Boston University (1993)
- Certificate in Local Government and Non-Profit Management – Boston University (1993)
- Bachelor of Arts in Russian Studies – University of Michigan (1989)

Professional Memberships

- Government Finance Officers Association
- California Society of Municipal Finance Officers

Previously, Rebekka was the budget officer for the City of Simi Valley, California, a full-service community in the Los Angeles region. She prepared the City's $196 million annual budget and $160 million capital improvement program. She managed the budget and capital projects module training and setup for a comprehensive citywide enterprise resource planning (ERP) system implementation across nine operating departments.

Rebekka earned a master's degree in business administration with a Certificate in Local Government and Non-Profit Management from Boston University, and a Bachelor of Arts from the University of Michigan – Ann Arbor. She has published articles in Public Management magazine and served as a trainer in sessions at International City/County Management Association (ICMA) conferences.

Mahdi Aluzri PE, AICP

PUBLIC WORKS SUBJECT MATTER EXPERT
Senior Advisor



ROLE

Mahdi will provide input and guidance as a Subject Matter Expert for the public works components of this project.

PROFILE

Mahdi has 35 years of direct public service experience, most recently as City Manager for Beverly Hills, California. After retiring and prior to joining Raftelis, he joined Baker Tilly (formerly Management Partners) as a Special Advisor, consulting for a variety of municipal projects in California and throughout the country. Projects included executive coaching, development process evaluation, transportation agencies assessment, and other municipal agencies process assessment engagements.

Mahdi served as City Manager in Beverly Hills for four years and prior to that was the Assistant City Manager for close to six years, capping an almost 30-year career in the City. As City Manager, he was responsible for developing policies to present to the City Council, developing the annual budget of over $450 million, and overseeing nine City operating departments with over 1,000 employees. Mahdi also served for two years as Deputy City Manager for the City of Rancho Cucamonga, California, where he was in charge of Community Development functions, which include public works, engineering, utilities, planning, building, safety, and code enforcement.

Specialties
- Strategic problem solving
- Consensus building
- Inclusive process evaluation engagement skills
- Project management and development skills

Education
- MBA, Loyola Marymount University, Los Angeles, CA (2005)
- MS. Structural Engineering, University of Southern California, Los Angeles, CA (1982)
- BS. Engineering, University of Southern California, Los Angeles, CA (1980)

Certifications
- Licensed Professional Engineer, California
- AICP Certification

Professional Memberships
- American Planning Association
- International City/County Management Association

As a public service professional, Mahdi has a proven record of effective leadership with a strategic approach to problem solving, strong management expertise, and a consensus-building approach. He has extensive project management and development skills, focusing on outcomes and results. Mahdi possesses a strong work ethic and an exceptional customer service orientation.

Mahdi earned a master's degree in business administration from Loyola Marymount University and bachelor's and master's degrees in civil engineering from the University of Southern California. He is a licensed professional engineer in the State of California and is a member of the American Institute of Certified Planners (AICP). He is also a long-standing member of the International City/County Management Association (ICMA) and has served on many policy committees for the League of California Cities (LCC).

Polly Englot

STAFF CONSULTANT
Associate Consultant



ROLE

Polly will work at the direction of Rebekka in performing research and analysis, preparing recommendations, and drafting deliverables.

PROFILE

Polly has robust analytical experience throughout the public sector, having worked in local government, nonprofit, and international development settings. She is proficient in the areas of budget planning and analysis, process improvement, and project management. Polly is a detail-oriented problem solver who leverages data and organizational analysis to identify trends and actionable solutions.

Prior to joining Raftelis, Polly worked in Broward County's Office of Management and Budget in southern Florida. She supported monitoring and development of over $100-million-dollar annual operating budgets for judicial offices and the county's extensive environmental agency. This work included forecasting for a dozen special revenue funds, monitoring state and federal grants, assessing payroll and benefit costs for over 500 employees, and evaluating new staffing and capital project requests.

Throughout her academic studies, Polly developed highly functional skills in GIS analysis, data visualization and communication, evaluation design, and public budgeting. She strengthened these skills in the classroom by learning from her prior tenure at Food Bank for New York City, where she supported planning and content development for over 90 marketing campaigns and events annually. In addition, she collaborated with stakeholders and donors at all levels to raise awareness, fundraise, and support the Food Bank's clients.

Polly began her career in program operations supporting international public health programs based in West Africa, funded by major public and private grantors. Programs ranged from women's health information campaigns to sanitation service delivery research, and she completed technical assistance trips to Ghana and Liberia.

Polly earned a master's degree in public policy from Duke University's Sanford School of Public Policy and a bachelor's degree in geography, with minors in Arabic and French, from Bucknell University in Pennsylvania.

Specialties

- Municipal budget development
- Project management
- Organizational assessment
- Process improvement
- Event planning and facilitation
- Forecasting
- Data analysis

Professional History

- Raftelis: Associate Consultant (2024-present)
- Broward County: Budget and Management Analyst (2022-2023)
- Food Bank for New York City: Marketing and Events Coordinator (2018-2020)
- Population Services International: Program Coordinator (2016-2018)

Education

- Master of Public Policy - Duke University, Sanford School of Public Policy (2022)
- Bachelor of Arts in Geography, minors in Arabic and French - Bucknell University (2016)

Item No. 19

Office of the
South Gate City Clerk

NOV 20 2025

FILED

12:43pm

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **November 25, 2025**
Originating Department: **Parks & Recreation**

Department Director: Steve Costley ***City Manager:*** Rob Houston

SUBJECT: APPROPRIATION OF FUNDING FOR 2026 4TH OF JULY FIREWORKS SHOW AND CARNIVAL CONTRACT EXTENSION

PURPOSE: To make official appropriation of funding for the annual 4th of July Fireworks Show and extension of the corresponding carnival contract with Fiesta De Carnival.

RECOMMENDED ACTIONS:

a. Appropriate $35,000 from the General Fund to City of South Gate account number 100-413-61-6101 (Professional Services) to fund the Annual 4th of July Fireworks Show for July 2026; and
b. Approve a (1) year extension to Fiesta De Carnival Contract extending the contract through December 31, 2026; and
c. Authorize the City Manager to sign the extension letter in a form acceptable to the City Attorney; and
d. Authorize the Director of Parks & Recreation to execute any additional documents as may be required to properly implement and manage the program.

FISCAL IMPACT: The General Fund appropriation of $35,000 will be offset by revenue from the two carnivals by Fiesta De Carnival and therefore have a neutral impact to the General Fund Balance.

BACKGROUND: July 4, 2026 marks the 250th birthday of the United States of America and across the country and the world, Americans will be celebrating this momentous occasion. Traditionally the City of South Gate has provided carnival activities and fireworks for the residents to enjoy during this day.

Due to budget constraints, the Council decided that the funding for this year's celebration would need to be requested at a later date to see if the finances in the City have improved enough to take on this expense.

Staff have reviewed the budget and determined that if we keep the carnival operations that typically happened in March as part of the Azalea Festival and repurpose it as a spring carnival along with a carnival operation during 4th of July week, we would be able to cover most of the cost of the fireworks show for the residents without a detrimental impact to the budget.

For the past 10 years, the combined carnival operations have grossed the following for the Parks & Recreation Department:

2015	$30,882	2021	Pandemic
2016	$28, 608	2022	$41,125
2017	$30,195	2023	$16,632 (No Azalea)
2018	$12,673 (Azalea Rain)	2024	$32,668
2019	$29,156	2025	$19,973 (No 4th of July)
2020	Pandemic		

These numbers show that we would be able to recover the majority of the costs for the fireworks show through the operations of the two carnivals for the year.

PLEASE NOTE: Should the City of South Gate determine that they will not have a fireworks show for the 4th of July in 2026 we will most likely lose our ability to have fireworks shows on the 4th of July in the future as all of our surrounding pyro technics companies are closed to new customers and our spot would be given to a City on the waiting list. We currently keep our spot as we are one of Pyro Spectacular longest serving contracts.

ATTACHMENTS: Fiesta De Carnival Amendment

PARKS & RECREATION
DEPARTMENT

City of South Gate

4900 SOUTHERN AVENUE * SOUTH GATE, CA 90280
(323) 563-5443 * FAX (323) 564-8632
www.cityofsouthgate.org

November 18, 2025

Ted Holcomb
Fiesta De Carnival
11551 Weatherby Rd.,
Los Alamitos, CA 90720

Dear Mr. Holcomb;

Thank you for your continued service to South Gate in providing Carnival Services through our Parks & Recreation Department. As per your discussion with the Director of Parks & Recreation, this letter is to confirm the extension of City Contract #3153 was granted to Fiesta De Carnival by the parties as stipulated under Section 8 (A) of the agreement. Section 8 (A) states:

"A. The term of this Agreement shall be for a period of five (5) years, from January 1, 2016, through December 31, 2020. At the conclusion of this five (5) year period, Concessionaire may request up to one (1), five (5) year extension if agreeable to both parties." Which was granted on May 15, 2023.

Thus, the current agreement and all its requirements upon the parties will run through December 31, 2025. This amendment will add (1) year to the agreement, and it shall now run through December 31, 2026.

Please confirm your concurrence of the extension of the term of agreement along with the continuation of all other terms and conditions within City Contract #3153, by placing your signature below and return it to Mr. Costley by no later than Thursday, December 4, 2025. If you have any questions regarding this matter, please feel free to contact Mr. Costley directly.

Sincerely,

Rob Houston
City Manager
City of South Gate

As a duly authorized officer of Fiesta De Carnival, I confirm the extension provision under Section 8 (A) is acceptable and all other provisions as stipulated in City Contract #3153 remain in full force during the extended term period.

_____ _____

Ted Holcomb
Fiesta De Carnival

Date

Item No. 20

Office of the
South Gate City Clerk

NOV 20 2025

FILED

12:42pm

City of South Gate

CITY COUNCIL

AGENDA BILL

For the Regular Meeting of: **November 25, 2025**
Originating Department: **Office of the City Clerk**

City Clerk: *Yodit Glaze* ***City Manager:*** *Rob Houston*

SUBJECT: APPROVAL OF CITY COUNCIL MEETING MINUTES

PURPOSE: To historically preserve the events of the City Council Meetings.

RECOMMENDED ACTION: The City Council will consider:

a. Approving the Special and Regular Meeting minutes of October 14, 2025; and
b. Approving the Special and Regular Meeting minutes of October 28, 2025.

FISCAL IMPACT: None.

ANALYSIS: The minutes are provided to the City Council on the Wednesday prior to their regular business meeting. Amendments should be provided to the City Clerk's Office within 24 hours of a City Council Meeting so that verification of the record and corrections are made accordingly. A revised document will be provided to the City Council prior to the Meeting.

BACKGROUND: The minutes typically describe the events of the meeting and may include a list of attendees, a statement of the issues considered by the participants, and related responses or decisions for the issues.

ATTACHMENTS: City Council Minutes

CITY OF SOUTH GATE
SPECIAL CITY COUNCIL MEETING
MINUTES
TUESDAY, OCTOBER 14, 2025

CALL TO ORDER Maria Davila, Mayor called a Special City Council Meeting to order at 5:00 p.m.

ROLL CALL Yodit Glaze, City Clerk

PRESENT Mayor Maria Davila, Vice Mayor Joshua Barron, Council Member Maria del Pilar Avalos, Council Member Gil Hurtado and Council Member Al Rios; City Treasurer Jose De La Paz, City Manager Rob Houston, City Attorney Raúl F. Salinas

1 PROCLAMATION The City Council issued a Proclamation declaring National Breast Cancer Awareness Month.

2 PROCLAMATION The City Council issued a Proclamation declaring October 23 through 31, 2025 as National Red Ribbon Week in the City of South Gate.

3 PROCLAMATION The City Council issued a Proclamation declaring October 2025 as Crime Prevention Month.

4 PROCLAMATION The City Council issued a Proclamation declaring October 2025 as National Domestic Violence Awareness Month.

CLOSED SESSION The Council Members recessed into Closed Session at 5:38 p.m. and reconvened at 6:32 p.m. with all Members of Council present. City Attorney Salinas reported the following:

1. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION
   Pursuant to Government Code Section 54956.9(a), 54954.9(b)(3)(C), 54956.9(d)(1)(4)

   a. Monica Primm v. City of South Gate, et al.
   b. Yessenia A. Garcia Godinez v. City of South Gate

On item 1(a) is a claim involving a personal injury on the City of South Gate's sidewalk. There was a motion made by Council Member Hurtado and seconded by Vice Mayor Barron, and on a vote of 5-0, City Council authorized City Attorney's Office to defend the matter.

Item 1(b) is an additional claim that has been reported before. This time it is brought by an insurance company seeking to recover property damage for a building in which a city vehicle was pushed by another car into colliding with that building. On a motion made by Council Member Hurtado and seconded by Vice Mayor Barron, and on a vote of 5-0, City Council authorized City Attorney's Office to defend the matter.

2. CONSIDER THE EVALUATION OF PERFORMANCE OF A PUBLIC EMPLOYEE
Pursuant to Government Code Section 54957 and 54957.6

a. City Manager

On item 2(a), the City Council had its discussion with respect to City Manager and upon completion of that discussion, there was no reportable action taken.

ADJOURNMENT Council Member Rios unanimously adjourned the meeting at 6:33 p.m. and seconded by Council Member Hurtado.

PASSED and **APPROVED** on this day of 2025.

ATTEST:

Maria Davila, Mayor

Yodit Glaze, City Clerk

CITY OF SOUTH GATE
REGULAR CITY COUNCIL MEETING
MINUTES
TUESDAY, OCTOBER 14, 2025

CALL TO ORDER Maria Davila, Mayor called a Regular City Council Meeting to order at 6:33 p.m.

INVOCATION Bishop Juan Carlos Mendez

PLEDGE OF ALLEGIANCE Yodit Glaze, City Clerk

ROLL CALL Yodit Glaze, City Clerk

PRESENT Mayor Maria Davila, Vice Mayor Joshua Barron, Council Member Maria del Pilar Avalos Council Member Gil Hurtado and Council Member Al Rios; City Treasurer Jose De La Paz, City Manager Rob Houston, City Attorney Raúl F. Salinas

1
PRESENTATION The City Council recognized Retiring Police Chief, Darren Arakawa.

2
SCHOOLS/EDUCATION The City Council unanimously received and filed a presentation on the Proposed Implementation of School Traffic Plan for the 2025-2026 School Year by motion of Council Member Davila and seconded by Council Member Hurtado.

ROLL CALL: Council Member Avalos, yes; Council Member Hurtado, yes; Council Member Rios, yes; Vice Mayor Barron, yes; Mayor Davila, yes.

COMMENTS FROM THE AUDIENCE – NON-AGENDA ITEMS Pablo Cifuentes, volunteers at the South Gate JAA, stated being asked to leave the fields at South Gate Park by city staff.

Mario Sanchez, coach and volunteer for AYSO, inquired about lighting at Hollydale Park. He has noticed the baseball fields at South Gate Park are empty 90% of the time and if there could be a resolution to the issue.

Brenda works for The Office of Durango Mexico and is concerned about a business next door that is opened 24/7 with questionable clientele. She mentioned an incident at that business and congratulated Chief Arakawa for great response from the Police Officers.

COMMENTS FROM THE AUDIENCE – NON-AGENDA ITEMS

Maria Herrera and others in the audience are present tonight with Casa Durango stated they do not feel safe anymore with that certain business that is open 24/7. They are saddened Chief Arakawa is retiring and hope they will be left in good hands.

Evelyn, AYSO inquired about lighting at Hollydale Park. She mentioned a few grants the City of South Gate has received.

Esperanza Perez has over fifteen years of service as a social worker, six years as a license clinical social worker working with veterans. She served eight years in the army. Ms. Perez volunteers as a coach in the AYSO soccer league and inquired about the lack of lighting at Hollydale Park.

Manuel Carrillo experienced a life-changing injury a month ago. He demanded and instigated action on park safety and maintenance, affordable recreational activities, and equitable healthcare access.

Nelson Hermosillo, 10135 Dorothy Ave., was not happy with certain Council Members behavior at the last City Council Meeting. A certain Council Member had concerns about the City's budget which should be addressed.

EMAILS

Mario Dominguez stated that the Tweedy Mile Advisory Board has failed to meet twice in a row and is asking City Council to review their appointments. He is also asking City Council to consider reducing the Citizens Advisory Committee from 20 to 10 members to ensure quorum. He is also asking for an update on the fiber optic project.

Claudia Rivera expressed disappointment with Council Member Rios who did not support a raise for SEIU represented city employees. She noted that as a union member herself she expected his support.

REPORTS AND COMMENTS FROM CITY OFFICIALS

Arturo Cervantes, Director of Public Works, stated no updates.

Steve Costley, Director of Parks and Recreation, stated that AYSO was founded in South Gate in 1993 and has always been at Hollydale Regional Park and for almost 32 years it has never had lights except for an experiment last year which didn't sufficient lighting. The program was more of a summer based to start getting the kids ready for the weekend and whatever time frame the city could offer. As to the concept of lights at Hollydale Regional Park, it is in the master plan of which the city is asking for grant funding to get design for from the Recreation and Open Space District for the County of Los Angeles. The estimate for Phase 1 is close to 20 million dollars.

REPORTS AND COMMENTS FROM CITY OFFICIALS CONT'D

Mr. Costley stated that as to the question about grant funding, none of the grant funding that the city currently receive was designated for Hollydale Regional Park. It was designated for Hollydale Community Park. The funding was either Prop 68 or state mandated funding that came from Assembly Member Rendon's Office.

Mr. Costley stated the grand opening at Circle Park went well and thanked the county, state, and RMC for all their help.

Mayor Davila asked City Manager to explain to the audience how the city receives grants and how they are used.

Rob Houston, City Manager, stated it is very complicated to apply for funding for any type of project. There are many agencies and cities competing for funds. The city has done an amazing job in getting funding but the amount of need in the community is always greater than the amount of funds. The funds would not be used or available for revamping an existing park or adding lights at a park. The funds have limitations on what they might be used at.

Mr. Houston explained that most of the park's property is not the city. It belongs to the Southern California Edison due to the powerlines.

Gabriel Perez, Director of Community Development, stated no updates.

Luis Frausto, Director of Administration Services, stated no updates.

Jon Hamilton, Director of Human Resources, stated no updates.

Darren Arakawa, Chief of Police, addressed the issue with 9825 Long Beach Blvd., and stated that the police department is aware of that location.

Rob Houston, City Manager, stated that the city had a Police Chief recruitment that has been occurring over the last several months. Captain Manny Arana was offered the job as Police Chief.

Darren Arakawa, Chief of Police, announced that tomorrow will be the final roll call for him and then the transition of the Office of the Chief of Police. He will be very happy and proud to put the badge on Captain Arana.

Manny Arana, Police Captain, thanked everyone for their support for the position as Police Chief.

Raúl F. Salinas, City Attorney, congratulated the new Police Chief.

REPORTS AND COMMENTS FROM CITY OFFICIALS CONT'D

Jose De La Paz, City Treasurer, congratulated the new Police Chief.

Yodit Glaze, City Clerk, congratulated the new Police Chief. She also introduced Lindsay Sanavria, Southeast High school student. Ms. Sanavria was interested in shadowing Mr. Glaze during a Council Meeting.

Council Member Avalos welcomed the New Chief of Police and farewell to Police Chief Arakawa.

Council Member Avalos attended the League of Cities' yearly expo in Long Beach. She attended several workshops that focused on good governance, fiscal responsibility and strategies for addressing municipal deficits. She also attended a community recognition dinner honoring several nonprofit organizations in the Southeast Los Angeles area, including the YMCA and SELA Kiwanis. She had the privilege of attending the grand reopening of Circle Park and thanked Steve Costely, Director of Parks & Recreation.

Council Member Avalos spoke about new legislation, specifically SB707 coming into effect July 1, 2026, SB79, which is a transit-oriented housing development upzoning which will make it faster and easier to build multifamily units. She reminded everyone to vote.

Council Member Hurtado is concerned about SB707 due to the change in the new law which states if the system is disrupted, the legislative body must recess for at least one hour and if the system does not come on the meeting continues but if someone was going to call in, it wont be possible.

Council Member Hurtado is glad that some of the AYSO issues were addressed. He attended the grand opening of Circle Park.

Council Member Rios stated the city needs to find a resolution for AYSO. He mentioned cities that have call-in features, and this city should have one too.

Council Member Rios thanked Vice Mayor Barron as the President for SELA Kiwanis and the SELA Kiwanis for the event on September 30th.

Vice Mayor Barron stated that for the last two months, he has been working on how to solve the AYSO problem. He is concerned regarding the state's mandates to have properties being built up to 6 feet.

Mayor Davila attended the Circle Park grand opening. She asked if the city could look into a temporary solution for Hollydale Park. She congratulated the new Police Chief.

RECESS

The City Council recessed at 8:51 p.m., and reconvened at 8:58 p.m., with all Members of Council present.

CONSENT CALENDAR

Agenda Items 3, 4, 5, 6, 7, 8, and 9 were approved by motion of Council Member Avalos and seconded by Council Member Hurtado. Item 5 was pulled for separate discussion.

ROLL CALL: Council Member Avalos, yes; Council Member Hurtado, yes; Council Member Rios, yes; Vice Mayor Barron, yes; Mayor Davila, yes.

3
MUNICIPAL CODE ADMIN

The City Council unanimously approved items A & B during Consent Calendar:

a. Waived the reading in full and adopted Ordinance No. 2025-01-0CC entitled An Ordinance of the City Council of the City of South Gate, California, approving a Zoning Code Amendment, which amends Title 11, Chapter 11.43 (Accessory Dwelling Units and Accessory Structures) of the South Gate Municipal Code; and

b. Accepting the determination that the proposed amendment is Exempt from the California Environmental Quality Act ("CEQA") as a "ministerial" project pursuant to CEQA Guidelines Section 15268(a).

4
PERSONNEL RECRUITMENT & SELECTION

The City Council unanimously approved items A, B & C during Consent Calendar:

a. Resolution No. 2025-34-CC entitled Resolution of the City Council of the City of South Gate, California, retitling the job classification of Equipment Maintenance Superintendent to Fleet and General Services Maintenance Superintendent in the Public Works Department;

b. Updating the consolidated salary schedule for the position of Fleet and General Services Maintenance Superintendent; and

c. Updating the consolidated salary schedule for the position of Senior Engineer.

5
ANIMAL CONTROL

The City Council unanimously approved items A &n B during Consent Calendar:

a. Agreement (Contract No. 2025-70-CC) with the Southeast Area Animal Control Authority for animal control and sheltering services, retroactively effective July 1, 2025, for an amount not to exceed $1,119,707 for Fiscal Year 2025/26; and

b. Authorized the Mayor to execute the agreement in a form acceptable to the City Attorney.

6
LAW ENFORCEMENT

The City Council unanimously appropriated funds in the amount of $45,577 to Account Number 232-541-21-6204 (Law Enforcement Grants - Homeland Security- Small Tools and Equipment) to fund the completion of the 2022 SHSP Grant Project in FY 2025/26, during Consent Calendar.

7
EMERGENCY/DISASTER PLANNING/PROGRAMS

The City Council unanimously approved items A & B during Consent Calendar:

a. Accepted $1,226,000 in grant funds from the California Governor's Office of Emergency Services (Cal OES) and appropriating the funds to the Emergency Operations Center (EOC) Project, City Project No. 582-ARC; and

b. Appropriated $100,000 in AQMD Funds and $308,667 from Building Infrastructure and Maintenance Fund (BIM) to fully fund the Emergency Operations Center (EOC) project, City Project No. 582-ARC.

8
LAW ENFORCEMENT

The City Council unanimously approved items A, B & C during Consent Calendar:

a. Authorized utilization of the 2025-2026 Selective Traffic Enforcement Program ("STEP") Grant Funds in the amount of $140,000 for overtime, equipment, and training expenses;

b. Amended the Fiscal Year 2025/26 Law Enforcement Grants Fund Budget by appropriating $115,335 for overtime salaries, $21,912 for equipment, and $2,753.00 for training expenses; and

c. Authorized the Chief of Police to execute the STEP Grant Agreement in a form acceptable to the City Attorney.

9
SPORTS CENTER MGMT

The City Council unanimously approved items A & B during Consent Calendar:

a. Authorized the City Manager to approve Change Order No. 1 to Purchase Order with California Commercial Pools to fund emergency repairs at the Patricia G. Mitchell Swim Stadium, in an amount not to exceed $63,225; and

b. Appropriated $104,025 from the General Fund to replenish the FY 2025/26 Pool Maintenance Budget as needed to fund planned repairs.

10
WARRANTS

The City Council unanimously approved the Warrant Register for October 14, 2025, by motion of Council Member Avalos and seconded by Council Member Hurtado.

Total of Checks:	$ 3,901,891.30
Less: Voids	$ (16,713.43)
Less: Employee Payroll Deductions	$ (438,725.82)
Grand Total:	$ 3,446,452.05

Cancellations: 110340, 111051, 109484, 111347, 110576, 111680, 111681, 111682, 111683, 111684, and 111193

ROLL CALL: Council Member Avalos, yes; Council Member Hurtado, yes; Council Member Rios, yes; Vice Mayor Barron, yes; Mayor Davila, yes.

ADJOURNMENT

Council Member Hurtado unanimously adjourned the meeting at 9:05 p.m. in memory of Jose Murillo, brother of Jesus Murillo, South Gate employee and seconded by Council Member Avalos.

PASSED and **APPROVED** on this day of 2025.

ATTEST:

Maria Davila, Mayor

Yodit Glaze, City Clerk

CITY OF SOUTH GATE
SPECIAL CITY COUNCIL MEETING
MINUTES
TUESDAY, OCTOBER 28, 2025

CALL TO ORDER Maria Davila, Mayor called a Special City Council Meeting to order at 5:30 p.m.

ROLL CALL Yodit Glaze, City Clerk

PRESENT Mayor Maria Davila, Vice Mayor Joshua Barron, Council Member Maria del Pilar Avalos, Council Member Gil Hurtado and Council Member Al Rios; City Treasurer Jose De La Paz, City Manager Rob Houston, City Attorney Raúl F. Salinas

1
PROCLAMATION The City Council unanimously issued a Proclamation recognizing November 11, 2025, as Veterans Day honoring those who have served our Nation in the Armed Forces.

2
PERSONNEL RECRUITMENT & SELECTION The City Council unanimously received and filed the list of new and promoted full-time employees hired or promoted during September 2025.

3
PRESENTATION The City Council unanimously received and filed a presentation on the city Sidewalk Priority Maintenance Program.

CLOSED SESSION The Council Members recessed into Closed Session at 6:13 p.m. and reconvened at 6:41 p.m. with all Members of Council present. City Attorney Salinas reported the following:

1. CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION
   Pursuant to Government Code Section 54956.9(a), 54954.9(b)(3)(C), 54956.9(d)(1)(4)

   a. Richard Renteria v. City of South Gate
   b. Erick Arteaga v. City of South Gate
   c. Lydia Canas v. City of South Gate
   d. Maria Del Rosario Gonzalez v. County of LA; City of LA; City of South Gate, et al.

Item 1(a) is a tort claim filed against the city for alleged injuries suffered by Mr. Renteria as a result of a slip and fall on Otis Street near a metal cover. Upon completion of that presentation, there was a motion made by

Councilwoman Avalos and seconded by Council Member Hurtado, and on a vote of 5-0, the City Council authorized the denial of that claim.

Item 1(b) is a claim involving a former employee of the city. The City Council received a presentation and, on a motion, made by Councilwoman Avalos and seconded by Mayor Davila and on a vote of 5-0, the City Council authorized a resolution in that matter. The resolution of that matter remains pending and if finalized the outcome of that case will be disclosed consistent with the Brown Act.

On item 1(c), Ms. Canas alleges that she slipped and fell on a city sidewalk. Upon completion of that presentation, there was a motion made by Council Member Hurtado and seconded by Mayor Davila, and on a vote of 5-0, the City Council authorized the denial of that case.

Item 1(d) is a petition for Ms. Gonzalez to seek to follow a late claim. There was a presentation made by the City Attorney in connection with that. There was no action taken upon completion of that presentation.

ADJOURNMENT Vice Mayor Barron unanimously adjourned the meeting at 6:43 p.m. and seconded by Council Member Avalos.

PASSED and **APPROVED** on this day of 2025.

ATTEST:

Maria Davila, Mayor

Yodit Glaze, City Clerk

CITY OF SOUTH GATE
REGULAR CITY COUNCIL MEETING
MINUTES
TUESDAY, OCTOBER 28, 2025

CALL TO ORDER Maria Davila, Mayor called a Regular City Council Meeting to order at 6:44 p.m.

INVOCATION Steve Costley, Director of Parks & Recreation

PLEDGE OF ALLEGIANCE Manuel Arana, Chief of Police

ROLL CALL Yodit Glaze, City Clerk

PRESENT Mayor Maria Davila, Vice Mayor Joshua Barron, Council Member Maria del Pilar Avalos, Council Member Gil Hurtado and Council Member Al Rios; City Treasurer Jose De La Paz, City Manager Rob Houston, City Attorney Raúl F. Salinas

1 PROPERTY USE ADMIN/ PERMITS

Following the conclusion of the Public Hearing, the City Council unanimously adopted Resolution No. 2025-35-CC entitled Resolution of the City Council of the City of South Gate, approving the live entertainment permit for "The Place @ Tweedy" to have live entertainment at 3703 Tweedy Boulevard ("Project Site"), subject to the conditions set forth in Planning Commission Resolution No. 2025-10 and any limitations and/or conditions the City Council may wish to impose by motion of Mayor Davila and seconded by Council Member Hurtado.

Gabriel Perez, Director of Community Development, stated John Signal, Planning Manager, will be giving the presentation.

John Signal, Planning Manager, gave the presentation.

Mayor Davila is pleased to see a business finally coming in. That building has been vacant for a long time and has become an eyesore.

Raúl F. Salinas, City Attorney asked Mayor Davila if the applicants' representative is present to speak first and be identified for the record.

Silvestre Madrigal Jr., 9600 Gallatin Road, Downey, CA., grew up in Downey and has seen the city's turnaround with the businesses. The City of Bellflower also with SteelCraft. Mr. Madrigal has a passion for business and business owners and making an effort to help business owners with their dream.

Mayor Davila asked if anyone in the audience wished to speak on this item.

1
PROPERTY USE ADMIN/ PERMITS CONT'D

Ms. Pereira, Mr. Madrigal's fiancé, is in support of him helping businesses succeed.

Speaker spoke in support of the proposed project.

Genesis Clara-Martinez, applicant, is excited and honored to be able to enter into this community.

Adela Herrera, South Gate resident, is in support of the proposed project.

Having no one else come forward, Mayor Davila closed the audience portion.

EMAILS

Eleven emails in support of the proposed project and zero in opposition.

Council Member Hurtado is in support of the proposed project but asked how the business is going to control the noise from not impacting the residents.

Mr. Madrigal stated a noise study report was done and it was recommended that a couple of sound bearing walls and limiting the musicians. He also stated that the business closes early, at about 9 or 10 o'clock.

Council Member Hurtado asked about the alcohol and if it would affect the business to stop serving early.

Mr. Madrigal doesn't believe it will affect the business.

Councilwoman Avalos asked if there was outreach to the community in that area? And if so, what was the feedback from the community?

Mr. Madrigal believes there was no outreach to the community. Letters were mailed to everyone to attend tonight's City Council meeting.

Mr. Houston asked Mr. Perez if the noticing was done through the surrounding community as per normal protocols?

Mr. Perez stated that there isn't a direct requirement for the applicant to do outreach around the project. The city has requirements in the code that public hearings need to be advertised to property owners and residents, within 500 ft.

Mr. Signal stated the city mailed 900 joint notices; the radius requirement is 1,000 ft. to neighbors, owners, occupants, and residents.

1
PROPERTY USE ADMIN/
PERMITS CONT'D

Councilwoman Avalos asked the capacity of the facility? How many patriots will it hold?

Mr. Signal stated that based on the California Building Code it was used. The size is about 7,750. It would be a little over 500 people.

Councilwoman Avalos stated that the security for the is facility will be done through cameras. What does the Municipal Code state regarding large gatherings?

Mr. Madrigal's understanding is there will be security on site.

Councilwoman Avalos is requesting that be included in the conditions. She also asked for clarification as to the hours of operation.

Mr. Madrigal believes 9 p.m.

Councilwoman Avalos stated Friday and Saturday until 10 p.m. is fine but Sunday until 9 p.m. would be reasonable.

Councilwoman Avalos is requesting an email be sent to the police department if the noise level goes above.

Council Member Hurtado mentioned a business in Hollydale was going to have live music and the residents were not in support to due to the noise. The business owner stated that there would be no speakers or amplifiers.

Councilwoman Avalos asked who will be applying for the ABC liquor license and will there be a time for children to play at the playground.

Mr. Madrigal stated there is no time set. And he will be applying for the ABC liquor license.

Council Member Rios is in support of the proposed project.

Vice Mayor Barron thanked the applicant for making this investment to the South Gate community.

Mayor Davila is in support of the proposed project.

Mr. Houston asked for specificity with regards to security for evenings on a Friday, Saturday and Sunday.

Mr. Madrigal stated the security can be from 5 p.m. to close.

1
PROPERTY USE ADMIN/
PERMITS CONT'D

Mr. Houston stated 6 p.m. on Friday and Saturday. If any issue occurs it can be addressed.

Mr. Madrigal is very appreciative of everyone's comments.

Mr. Houston asked for clarification on the hours of operation. Sunday – Thursday opened from 10 a.m. to 9 p.m. and then Friday and Saturday opened from 10 a.m. to 10 p.m.

Mr. Madrigal stated that was correct.

Mr. Houston asked for clarification on the schedule of entertainment and the alcohol sales.

Mr. Madrigal stated the business will close at 10:00 p.m. so, until 9:30 p.m.

ROLL CALL: Council Member Avalos, yes; Council Member Hurtado, yes; Council Member Rios, yes; Vice Mayor Barron, yes; Mayor Davila, yes.

COMMENTS FROM THE AUDIENCE-NON-AGENDA ITEMS

Brenda Rojas, Renoa Avenue stated filing 75 odor and dust complaints with the city, AQMD and LA County Department of Public Health on Green Wise Soil Technologies.

Liz Ruiz, Kauffman Avenue, stated that illegal dumping is happening on city-owned lots specifically between Nebraska and Tweedy. She stated Robert Sanchez attended the Planning Commission on the 7th of October wanting to thank the Planning Commission for the pickle courts at the parks. Ms. Ruiz believes Mr. Sanchez was probably at the wrong meeting. She will be forwarding an article from NPR about investigations into ICE raids using vehicles that have had their license plate changes.

Alicia Flores Rivera, 10325 Garfield spoke about the odor coming from Green Wise Soil Technologies and what the city is planning on doing about it.

Evelyn Chacon represents AYSO and asked if anything discussion was had regarding AYSO's concerns at Hollydale Park.

EMAILS

Central Basin Municipal Water District Employee speaking anonymously out of fear of retaliation. The employee shares serious concerns about former Board Member Martha Camacho Rodriguez past conduct.

COMMENTS FROM THE AUDIENCE-NON-AGENDA ITEMS (EMAILS) CONT'D

Asia Mason expresses appreciation for the reopening of Circle Park. She is also voicing serious concerns about reports of bird activity at Greenwise, potentially posing for a public health risk to nearby residents.

Juan Carlos Chavez stating Greenway Soil Technologies got a violation for having too much product on site. The company is reporting fire hazard if mounds are covered.

Anonymous email asking why the City of South Gate granted GWS a CEQA exemption in 2017.

Anonymous South Gate resident voice serious concerns about the ongoing file odors at the Hollydale and Circle Park area which have been persistent and worsening over the years.

Circle Park resident questioned why GWS composting facility on Miller Way has operated over a decade emitting strong odors and dust without being required to conduct odor studies.

Cindy Lopez submitted a public comment expressing concern about a persistent odor affecting Circle Park area.

Ella Gonzalez expressed concern about the lack of lighting at Hollydale Park, which forces the children to practice sports in unsafe dark conditions.

Roberto Sanchez asked if the State of the City Address be on YouTube. Why is it held on the time when most residents are working. Will anyone be able to ask questions on the State of the City Address.

Maria Chavez submitted a public comment regarding the upcoming State of the City Address expressing hope the presentation will reflect city's future financial situation rather than the polished version.

REPORTS AND COMMENTS FROM CITY OFFICIALS

Rob Houston, City Manager, appreciates the healthy discussion, concern and irritation that's going on in the neighborhood south of GWS/UWS properties. The city has been aware of those and been working with conversations both with the operator but also trying to get an understanding of where LA County Public Health is at when it comes to the regulatory process. Gabe Perez, Director of Community Development, will have additional updates. Steve Costley, Director of Parks & Recreation, will provide an update on the park situation where AYSO practices.

Mayor Davila is requesting a report on any violations UWS might have.

REPORTS AND COMMENTS FROM CITY OFFICIALS CONT'D

Mr. Houston stated the city is waiting from the regulatory agencies' report.

Raúl F. Salinas, City Attorney, cautioned City Council that this item comes up before the Council in the section dealing not on the agenda. The law allows an opportunity to briefly discuss it. He recommends this item be agendized for further discussion.

Arturo Cervantes, Director of Public Works, stated no updates.

Steve Costley, Director of Parks and Recreation, reiterated that AYSO was created in 1993 for region 106 in this area and with the understanding that the park space being used was not lit and did not have anytime soon possibility of being lit. AYSO does not currently have a permit that goes past dusk at the park.

Mr. Costley stated as to the lighting at the facility, the city has put in grant applications for construction designs. As to the bathrooms, in 2017, they were remodeled in consultation with AYSO at the time. The city removed the doors and used a barrier-looking bathroom due to the homeless and unsavory people who decided to habitat the bathrooms.

Mr. Costley highlighted upcoming community events.

Gabriel Perez, Director of Community Development, addressed the GWS, Green Wise Technologies issue. The County Public Health Department was invited to attend a Council Meeting for a presentation on their regulatory requirements.

Vice Mayor Barron informed AYSO that the city is working on a solution. He received an invitation to go to the park tomorrow.

Luis Frausto, Director of Administration Services, stated that at the next City Council Meeting of November 11th, City Manager and himself will be co-presenting a finance update.

Jon Hamilton, Director of Human Resources, mentioned that November 10th is the Marine Corps's 250th Birthday.

Manny Arana, Chief of Police, thanked Mr. Hamilton for his service because he's a Marine and once a Marine always a Marine. He is excited to present tonight and an honor to represent the Police Department.

The Chief stated that illegal dumping is a serious crime and it's a problem in the City of South Gate. He invited the public to attend the Trunk or Treat on the 30th from 5:00 p.m. to 8:00 p.m. on Seaborg Way.

REPORTS AND COMMENTS FROM CITY OFFICIALS CONT'D

Rob Houston, City Manager, stated that the swearing-in of the new Chief of Police is tomorrow at 5:00 p.m. in the Council Chambers. He also mentioned there will be a second presentation at the November 25th Council Meeting.

Raúl F. Salinas, City Attorney, stated no updates.

Jose De La Paz, City Treasurer, was going to request a quarterly budget update and is pleased to know it will be placed on the agenda for the Council Meeting of November 11th.

Yodit Glaze, City Clerk, addressed the State of the City comment.

Council Member Avalos addressed the issues the community will face due to the government shutdown. She mentioned Lynwood Unified School District and LAUSD will be closing schools due to low enrollments.

Council Member Hurtado stated Council Members don't always agree with one another. There will be lively debates.

Council Member Hurtado received an email from a friend whose child plays in AYSO asking why the city cannot have lights at Hollydale Park. He provided an explanation.

Council Member Rios concurs with Council Members' comments regarding AYSO. He thanked Mr. Perez for explaining the issues with Green Wise Technologies. He's very pleased with the three Public Works employees that came up with an innovative idea to address the sidewalk issues. The employees deserve recognition.

Vice Mayor Barron attended the South Gate Kiwanis Day of Service which is their monthly cleanup. He mentioned great people that are part of the organization which are doing great work. He highlighted a student advisor at KIPP, Denise Gomez. Ms. Gomez is a teacher. He congratulated Chief Arana once again.

Vice Mayor Barron stated last Saturday, the SELA Kiwanis had their Day of Service and they partnered with LA Community Service and LA Federation of Labor at their food bank facility.

Vice Mayor Barron thanked the police department and Sean Palos for organizing a neighborhood watch meeting on his block. He mentioned that this Saturday, the South Gate Junior Athletic Association is going to be hosting their fifth Annual Toy Drive. This is done every year to raise toys that get donated to the Santa Cop program with the South Gate Police Department. Paula Torres from Compatior asked him to remind the

REPORTS AND COMMENTS FROM CITY OFFICIALS CONT'D

community that they are taking registrations for Christmas with Santa 2025. The last day to register is November 7, 2025.

Mayor Davia congratulated Chief Arana once again.

CONSENT CALENDAR

Agenda Items 2, 3, 4, 5, 6, 7, 8, and 10 were approved by motion of Council Member Avalos and seconded by Council Member Hurtado. Items 7 and 9 were pulled for separate discussion.

ROLL CALL: Council Member Avalos, yes; Council Member Hurtado, yes; Council Member Rios, yes; Vice Mayor Barron, yes; Mayor Davila, yes.

2 STATEMENTS OF ECONOMIC INTEREST

The City Council unanimously adopted Resolution No. 2025-36-CC entitled Resolution of the City Council of the City of South Gate, California, amending the City's Conflict of Interest Code during Consent Calendar.

3 CIVIL SERVICE ADMIN

The City Council unanimously approved items A, B & C during Consent Calendar:

a. Resolution No. 2025-37-CC entitled Resolution of the City Council of the City of South Gate, California, amending and restating Resolution No. 6377 (Rules and Regulations for the Administration of Civil Service Procedures);

b. Personnel Management Rules; and

c. Remove the Hiring Rules from a resolution and move them into an Administrative Regulation.

4 STREETS/SIDEWALKS/ LANDSCAPING

The City Council unanimously approved items A & B during Consent Calendar:

a. Amendment No. 1 to Contract No. 2025-03-CC with T.Y. Lin International, to provide additional construction management and inspection services for the construction of for the Citywide Residential Resurfacing, Phase IV, City Project No. 699-ST ("the Residential Resurfacing Project IV"), at a cost not to exceed $112,537; and

b. Authorized the Mayor to execute Amendment No. 1 in a form acceptable to the City Attorney.

5
PARKS

The City Council unanimously approved items A, B & C during Consent Calendar:

a. Change Order No. 4 in the amount of $80,000 to Contract No. 2023-58-AC with Executive Management Security Services;

b. Authorized the Director of Administrative Services to execute Change Order No. 4 in a form acceptable to the City Attorney; and

c. The reappropriation of $80,000 from Salaries (Acct No. 100-401-61-5101) to Professional Services (Acct No. 100-401-61-6101) to fund the change order.

6
STREETS/SIDEWALKS/ LANDSCAPING

The City Council unanimously approved items A, B, C & D during Consent Calendar:

a. Maintenance Services Agreement (Contract No. 2025-71-CC) with CJ Concrete Construction, for sidewalk repair services, for an amount not to exceed $782,000;

b. Authorized the City Manager to approve and execute amendments to the Professional Services Agreement up to a cumulative amount of $193,000;

c. A budget amendment to add funding for part-time Engineering Aide assistance and transfer $125,000 in Gas Tax Funds from the Sidewalk Maintenance Services budget to fully fund the position which is needed to provide inspections services; and

d. Authorized the Mayor to execute the Agreement in a form acceptable to the City Attorney.

7
LEGAL OPERATIONS

The City Council unanimously approved (as amended) items A & B during Consent Calendar:

a. Agreement (Contract No. 2025-72-CC) with PermiTech to provide wireless consulting services; and

b. Authorized the Mayor to execute the Agreement in a form acceptable to the City Attorney.

AMENDMENT: Approve the contract as a one-year term, authorize City Manager or his designee to extend the contract for up to two years and the $50,000 is for three years, not one year.

8
DEEDS & EASEMENTS

The City Council unanimously approved items A & B during Consent Calendar:

a. Grant Deed from GVD Commercial Properties, Inc. and Monte Mac No. 1, LP to secure right-of-way for street purposes as a part of the development located at Firestone Boulevard and El Paseo Street, at no cost to the City; and

b. Authorized the Mayor to execute the Deed in a form acceptable to the City Attorney.

9
LEGAL OPERATIONS

The City Council unanimously continued items A & B to the next regularly scheduled City Council Meeting of November 11, 2025:

a. Approving Attorney Retainer Agreements with the law firms of (1) Liebert Cassidy Whitmore; (2) Aleshire & Wynder; (3) Lewis Brisbois; (4) Rothans, Carpenter & Dumont; and Frost Brown Todd, LLP to continue to provide legal services to the City related to consulting, representational and legal services and

b. Authorize the City Manager to execute such agreements in a form acceptable to the City Attorney.

10
MINUTES

The City Council unanimously approved items A & B during Consent Calendar

a. The Special and Regular Meeting minutes of September 9, 2025; and

b. The Special and Regular Meeting minutes of September 23, 2025.

11
WARRANT

The City Council unanimously approved the Warrant Register for October 28, 2025, by motion of Council Member Avalos and seconded by Council Member Hurtado.

Total of Checks:	$ 4,607,978.05
Less: Voids	$ (0.00)
Less: Employee Payroll Deductions	$ (468,827.83)
Grand Total:	$ 4,139,150.22

Cancellations: None

ROLL CALL: Council Member Avalos, yes; Council Member Hurtado, yes; Council Member Rios, yes; Vice Mayor Barron, yes; Mayor Davila, yes.

ADJOURNMENT Council Member Rios unanimously adjourned the meeting at 9:35 p.m. in memory of San Bernardino County Sheriff's Deputy Andrew Nuñez and seconded by Council Member Hurtado.

PASSED and **APPROVED** on this day of 2025.

ATTEST:

Maria Davila, Mayor

Yodit Glaze, City Clerk

Office of the
South Gate City Clerk

NOV 19 2025
FILED
2:10 PM

Item No. 21

City of South Gate
CITY COUNCIL
AGENDA BILL

For the Regular Meeting of: **November 25, 2025**
Originating Department: **City Manager's Office**

City Manager: _____ ***City Manager:*** _____
Rob Houston *Rob Houston*

SUBJECT: CITY COUNCIL APPOINTMENTS TO THE VARIOUS CITY COMMISSIONS, COMMITTEES AND BOARDS

PURPOSE: Under the South Gate Municipal Code, City Council Members are permitted to nominate an individual or individuals to various City Commissions, Committees, or Boards subject to the ratification of the City Council. This item was added to the Agenda at the request of Council Member Maria del Pilar Avalos to make an appointment to the Parks & Recreation Commission.

RECOMMENDED ACTION: The City Council will consider ratifying the nomination by Council Member Maria del Pilar Avalos of Eric Trujillo to the Parks & Recreation Commission.

FISCAL IMPACT: None.

ANALYSIS: This appointment must be ratified by a majority vote of the City Council and would be effective November 26, 2025.

BACKGROUND: According to the South Gate Municipal Code, a vacancy to a City Commission, Committee, or Board can occur due to resignation or absences by an appointee. In those cases, the nomination of a candidate is retained by the City Council Member and subject to ratification by the City Council.

ATTACHMENT: Roster of City Commissioners and Committee Members

Council Member Revised: 11-19-25	Planning Commission $125/Meeting 1st & 3rd Tuesday at 7:00 pm	Parks & Recreation Commission $75/Meeting 2nd Thursday at 7:00 pm	Tweedy Mile Advisory Board 1st Monday at 5:00 pm	Citizens' Advisory Committee $25/Meeting meets as needed	
Maria del Pilar Avalos 2739 Glenwood Place Cell: (562) 719-1337 Elected: 03-03-2020 End of Term: November 2028	**Margarita Valenzuela** 5219 McCallum Ave #B Cell: (323) 304-3128 maggievalenz05@gmail.com Appointed: 05-27-2025 Effective: 05-28-2025	**VACANT** Appointed: Effective: *Staff advised on 4/09/25	**VACANT**	**Lorena Morales** 10420 Garfield Avenue Cell: (323) 387-5196 lemorales163@gmail.com Appointed: 09-24-24 Effective: 09-25-24 **Araceli Macias** 9721 Annetta Ave Cell: (562) 673-4294 shelly90280@gmail.com Appointed: 09-12-2023 Effective: 09-13-2023	**VACANT** **Ana Zavala** 9222 San Vincente Ave, Unit B Cell: (310) 704-6949 analuzav1@gmail.com Appointed: 09-12-2023 Effective: 09-13-2023
Joshua Barron 8819 Beaudine Avenue Cell: (323) 791-5126 Elected: 11-08-2022 End of Term: November 2026	**Daisy Prieto** 9731 Bryson Avenue Cell: (323) 707-3629 daisyprieto@att.net Appointed: 01-24-2023 Effective: 01-25-2023	**Lizette Ruiz** 10226 Kaufman Avenue Cell (323) 253-9417 lruuiz@yahoo.com Appointed: 01-24-2023 Effective: 01-25-2023	**Andres Gonzalez** 10509 San Carlos Avenue (323) 434-6894 andres.gonzalezsn@gmail.com Appointed: 09-24-2024 Effective: 09-25-2024 **Term expires: 09-25-2027**	**Andres Gonzalez** 10509 San Carlos Avenue (323) 434-6894 andres.gonzalezsn@gmail.com Appointed: 02-14-2023 Effective: 02-15-2023 **Rosa Delgado** 8829 Firestone Plaza Cell: (626) 246-5793 rposada21@yahoo.com Appointed: 02-14-2023 Effective: 02-15-2023	**Mayra Castaneda** 5740 Taft Avenue (562) 454-7949 mmcastaneda99@aol.com Appointed: 02-14-2023 Effective: 02-15-2023 **Daysi N. Alonzo** 9406 Kauffman Avenue (323) 404-7634 dnalonzo@gmail.com Appointed: 09-24-2024 Effective: 09-25-2024
Maria Davila 10035 San Luis Avenue Cell: (323) 243-9947 Elected: 01-28-2003 End of Term: November 2028	**Lizette Ruiz** 10226 Kaufman Avenue Cell (323) 253-9417 lruuiz@yahoo.com Appointed: 05-28-2024 Effective: 05-29-2024	**Cynthia Esquivel** 4730 Tweedy Boulevard Cell: (323) 747-0076 cynesquivel5@gmail.com Appointed: 05-14-2024 Effective: 05-15-2024	**Angela Lucero** 10300 San Jose Avenue Cell: (323) 540-3426 angela_lucero@sbcgobal.net Re-appointed on 10-08-2024 Effective: 10-09-24 **Term expires 10-09-2027**	**Marie De Lourdes Castillo** 10036 San Antonio Avenue (323) 567-5572 titomi6281@sbcglobal.net Appointed: 02-18-2003 **VACANT** Appointed: Effective:	**VACANT** Appointed: **Anthony Zepeda** 5218 McCallum Avenue Cell: (323) 405-2006 anthonyzepeda10@yahoo.com Appointed: 05-27-2014
Gil Hurtado 10001 W. Frontage Road, Space 215 Cell: (323) 893-5728 Elected: 03-03-2020 End of Term: November 2028	**Mayra Castaneda** 5740 Taft Avenue Cell: (562) 454-7949 mmcastaneda99@aol.com Appointed: 03-25-2025 Effective: 03-26-2025	**Alan D. Flores, II** 5255 Almira Road Cell: (213) 280-2672 laxxxii@yahoo.com Appointed: 05-12-2020	**Sylvia Masushige** 8416 Beechwood Avenue Cell: (562) 755-6159 grandmasyl01@hotmail.com Re-appointed: 09-24-2024 Effective: 09-25-2024 **Term expires: 09-25-2027**	**Andrea Martinez** 10509 San Carlos Avenue Cell: (310)850-8528 martinezand13@gmail.com Appointed: 01-24-2023 **Evelyn Martinez** 10030 San Vincente Ave Cell: (323) 652-9540 evelynmartinez8438@gmail.com Appointed: 09-23-25 Effective: 09-23-25	**Norma Mendoza** 8691 San Gabriel Avenue Cell: (562) 277-2992 norma.mendoza9@gmail.com Appointed: 05-12-2020 **VACANT** Appointed: Effective:

Al Rios 10408 Orange Avenue Cell: (323) 974-3540 Elected: 11-08-2022 End of Term: November 2026	**Jimmy Ozaeta** 2541 Kansas Avenue Cell: (213) 400-0897 jimmyozaeta@hotmail.com Appointed: 01-10-2023 Effective: 01-11-2023	**Edgar Pelayo** 10207 Mallison Avenue Cell: (323) 816-2904 eip64p@gmail.com Appointed: 01-10-2023 Effective: 01-11-2023	**Victor Zamudio** vmzamudio@hotmail.com Appointed: 04-12-2022 Effective: 04-13-2022 **Term expires 04-13-2025**	**Susan F. Janer** 5314 Batavia Road (323) 717-4243 rosyallday@sbcglobal.net Appointed: 01-23-24 Effective: 01-24-24 **Richard Gonzales** 10328 Walnut Avenue (626) 673-2571 rsgonzales60@aol.com Appointed: 01-23-24 Effective: 01-24-24	**Angelica Martinez** 10129 Orange Avenue (323) 566-0214 xalosangie@yahoo.com Appointed: 01-23-24 Effective: 01-24-24 **VACANT** Appointed: Effective:

City of South Gate
Application for Appointment to Advisory Bodies

Please type or use black ink. Applications are considered current for one year.

Office of the South Gate City Clerk
NOV 17 2025
FILED

Name Eric Trujillo Date 11/17/2025

Residence Address 10001 Jackson Ave City South Gate Zip 90280

Contact Number 323-828-2637 Email etrujillo.2010@gmail.com

Employer Apple Inc Occupation Finance

Registered City Voter ☑ yes ☐ no Are you presently serving on an advisory body? ☐ yes ☑ no

Employed by City of South Gate ☐ yes ☑ no Years lived in the City of South Gate 10+

ADVISORY BODIES

If you are applying for more than one advisory body, please rank your preferences numerically with #1 as your first choice.

_____ Planning Commission* _____ Citizens Advisory Committee* _____ Board of Appeal

__✓__ Parks & Recreation Commission* _____ Civil Service Commission* _____ Youth Commission

*** A Statement of Economic Interest must be filed by those appointed to the advisory bodies marked with an asterisk (*). The statement includes, but is not limited to, disclosure of financial, business and real property interests held by the appointee in the City of South Gate.**

Certain personal information on this application is confidential and will be used by City personnel only; however, please note that personal information pertaining to applicants who are appointed to City Boards or Commissions, including address and phone number, will become a matter of public record.

Please list in the following space any relevant qualifications or experiences you think would enhance your effectiveness on the advisory body for which you are applying. Feel free to attach additional sheets.

- 25+ Years of Corporate Finance Experience which includes:
  - Administrative and Management experience with both small and large teams
  - Reading and reviewing contractual agreements (e.g. LOIs/MOUs, License Agreements, Union Agreements etc.)
  - Managing budgets of over $4 billion in Costs
  - Strong communication skills: Ability to communicate complex financial principles to non-finance professionals
- AYSO Volunteer (program development, youth services)
- 10+ Years as a City of South Gate Resident
- Resume available upon request

NUMBER OF ATTACHMENTS

Return to: City Clerk's Office
8650 California Avenue
South Gate, CA 90280
Phone: 323-563-9510 Fax: 323-563-5411

Signature of Applicant

Office of the
South Gate City Clerk
NOV 19 2025
FILED 12:14 PM

WARRANT REGISTER FOR COUNCIL MEETING 11/25/2025

PART I

apChkLst
11/05/2025 8:37:49AM

Final Check List
CITY OF SOUTH GATE

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112440	11/6/2025 Voucher:	00000437	AFLAC	Ben377012	11/6/2025	AMERICAN FAMILY LIFE INS.: PA	751.52	751.52
112441	11/6/2025 Voucher:	00002417	AMERICAN FIDELITY ASSUR	Ben377002	11/6/2025	AMERICAN FIDELITY (ABT): PAYI	183.86	183.86
112442	11/6/2025 Voucher:	0012107	CALIFORNIA STATE DISBUR	Ben377020	11/6/2025	CA STATE DISB. UNIT: PAYMENT	1,128.74	1,128.74
112443	11/6/2025 Voucher:	00000438	COLONIAL INSURANCE CO.	Ben377010	11/6/2025	COLONIAL INSURANCE CO: PAYI	2,060.45	2,060.45
112444	11/6/2025 Voucher:	00002138	FRANCHISE TAX BOARD	Ben377016	11/6/2025	GARNISHMENT - FRANCHISE TA	2,396.79	2,396.79
112445	11/6/2025 Voucher:	0014756	LIBERTY DENTAL PLAN, OF	Ben377004	11/6/2025	LIBERTY DENTAL INSUR (MISC):	3,099.97	3,099.97
112446	11/6/2025 Voucher:	00002421	POLICE MANAGEMENT ASS	Ben377014	11/6/2025	POLICE MANAGEMENT ASSOC. I	2,125.00	2,125.00
112447	11/6/2025 Voucher:	00000335	POLICE OFFICERS ASSOCIA	Ben377018	11/6/2025	POLICE ASSOCIATION DUES: PA	7,000.00	7,000.00
112448	11/6/2025 Voucher:	0011466	PRINCIPAL LIFE INSURANCE	Ben376996	11/6/2025	PRINCIPAL DENTAL PPO (MISC):	31,297.05	31,297.05
112449	11/6/2025 Voucher:	0011467	RELIANCE STANDARD	Ben376998	11/6/2025	LONG TERM DISABILITY: PAYME	6,042.56	6,042.56
112450	11/6/2025 Voucher:	00003152	SOUTH GATE POLICE EXPL	Ben377006	11/6/2025	SGPD EXPLORER YOUTH PROG	425.00	425.00
112451	11/6/2025 Voucher:	0011468	SUPERIOR VISION SERVICE	Ben377000	11/6/2025	SUPERIOR VISION MISC.: PAYME	3,995.82	3,995.82
112452	11/6/2025 Voucher:	0014949	TEXAS CHILD SUPPORT SDI	Ben377022	11/6/2025	TX CHILD SUPPORT SDU: PAYME	638.31	638.31
112453	11/6/2025 Voucher:	00000334	UNITED WAY OF GREATER L	Ben377008	11/6/2025	UNITED WAY: PAYMENT	26.00	26.00

Sub total for BANK OF THE WEST: 61,171.07

14 checks in this report.

Grand Total All Checks: 61,171.07

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112454	11/5/2025 Voucher:	0010207	BANNER BANK	SG-UO-9	10/28/2025	9/17/2025 URBAN ORCHARD OPI	8,599.84	8,599.84
112455	11/5/2025 Voucher:	0014522	ECOTIERRA CONSULTING, II	23-186	9/30/2025	PLANNING SERVICES - ON-CALL	2,000.00	2,000.00
112456	11/5/2025 Voucher:	0014099	LOS ANGELES ENGINEERIN	SG-UO-9	10/28/2025	9/17/2025 URBAN ORCHARD COI	163,396.91	163,396.91
112457	11/5/2025 Voucher:	0014291	OSCAR'S ELECTRIC, INC.	8628	10/30/2025	10/30/2025 INSTALL LEVEL 3 EV (	10,675.00	10,675.00
112458	11/5/2025 Voucher:	00004865	SO CALIF EDISON	10/15/25	10/15/2025	BILLING PERIOD 09/22/25-10/20/2	264,142.98	264,142.98
112459	11/5/2025 Voucher:	0005693	SOUTH GATE YOUTH FOOTI	092825	9/6/2025	SOUTH GATE YOUTH FOOTBALL	5,280.00	5,280.00
						Sub total for BANK OF THE WEST:		454,094.73
	6 checks in this report.					**Grand Total All Checks:**		454,094.73

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112460	11/12/2025	0011336	AVANT-GARDE INC.	12240	9/26/2025	AUG 2025 - ADMIN SERVICES FC	9,881.25	
	Voucher:			12038	8/14/2025	JUL 2025 - ADMIN SERVICES FOI	8,312.50	
				12293	10/16/2025	SEP 2025 - ADMIN SERVICES FO	7,515.00	
				12041	8/14/2025	JUL 2025 - ADMIN SERVICES FO	6,825.00	
				12294	10/16/2025	SEP 2025 - ADMIN SERVICES FO	6,672.50	
				12039	8/14/2025	JUL 2025 - ADMIN SERVICES FOI	6,056.25	
				12239	9/26/2025	AUG 2025- ADMIN SERVICES FO	4,456.25	
				12295	10/16/2025	SEP 2025- ADMIN SERVICES FOI	4,313.75	
				11241	9/26/2025	AUG 2025 - ADMIN SERVICES FC	3,353.75	
				12241	9/26/2025	AUG 2025- ADMIN SERVICES FO	2,953.75	
				12296	10/16/2025	SEP 2025 - ADMIN SERVICES FO	1,030.00	
				12040	8/14/2025	JUL 2025 - ADMIN SERVICES FOI	977.50	
				12037	8/14/2025	JUL 2025 ADMIN SERVICES FOR	361.25	
				12238	9/26/2025	AUG 2025 - ADMIN SERVICES FC	85.00	
				12292	10/16/2025	SEP 2025- ADMIN SERVICES FOI	21.25	62,815.00
112461	11/12/2025	0012885	CANON FINANCIAL SERVICE	42119942	11/8/2025	11/17/25-12/16/25 - MONTHLY LE/	1,565.76	1,565.76
	Voucher:							
112462	11/12/2025	00000898	CENTRAL BASIN MUNI WATE	SG-SEP25	10/15/2025	SEP 2025 MONTHLY CB METER (	26,658.84	26,658.84
	Voucher:							
112463	11/12/2025	0010237	FRONTIER COMMUNICATIOI	209-057-1084-110	11/1/2025	NOV 2025 ACCT# 209-057-1084-0	99.17	99.17
	Voucher:							
112464	11/12/2025	00004934	GAS COMPANY	189 300 9500 7-1C	10/20/2025	BILLING PRD- 09/16/25-10/16/25	2,471.54	
	Voucher:			083 407 6536 4 10	10/23/2025	BILLING PRD- 09/09/25-10/21/25	20.13	2,491.67
112465	11/12/2025	00004869	GOLDEN STATE WATER COI	73744100006 - 11/	11/4/2025	BILLING PRD- 10/02/25 -10/31/25	646.78	
	Voucher:			53744100008 - 11/	11/4/2025	BILLING PRD- 10/03/25 -10/31/25	516.90	
				33744100000 - 11/	11/4/2025	BILLING PRD- 10/02/25 -10/31/25	506.38	
				63744100007 - 11/	11/4/2025	BILLING PRD- 10/02/25 -10/31/25	280.04	
				29007447310 - 11/	11/5/2025	BILLING PRD- 10/03/25 -11/03/25	133.53	
				32809400008 - 11/	11/4/2025	BILLING PRD- 10/02/25 -10/31/25	71.76	2,155.39
112466	11/12/2025	00004865	SO CALIF EDISON	9/10/25	9/10/2025	BILLING PERIOD - 06/30/2025 TO	448,061.88	448,061.88
	Voucher:							
112467	11/12/2025	0015246	SOUTHEAST RIO VISTA YMC	20251103	11/3/2025	2025 TURKEY GIVEAWAY EVENT	3,000.00	3,000.00
	Voucher:							

Bank : botw BANK OF THE WEST (Continued)

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112468	11/12/2025	0015161	STEEL EXCHANGE, INC	101620251	10/16/2025	10/16/2025 FABRICATION OF BRI	14,975.00	14,975.00
	Voucher:							
112469	11/12/2025	00000032	WEST COAST MAILERS	12047	10/9/2025	WA BILLS CYC 1 & 2 7/23-8/25/25	3,207.48	
	Voucher:			12045	10/9/2025	WA BILLS CYC 5 & 6 8/6-9/9/2025	2,901.39	
				12046	10/9/2025	WA BILLS CYC 3 & 4 8/28/25	2,747.54	
				12044	10/9/2025	WA BILLS CYC 7 & 8 8/13-9/17/25	2,631.66	11,488.07
						Sub total for BANK OF THE WEST:		573,310.78
	10 checks in this report.					**Grand Total All Checks:**		573,310.78

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
112470	11/25/2025	00003766	ABEL GLASS & SCREEN	33047	9/29/2025	09/29/205 - SPECIALTY HARDWARE I	662.02	662.02
	Voucher:							
112471	11/25/2025	0015116	ABSOLUTE ABATEMENT &, DEI	5622 25	10/23/2025	3921 TENAYA AVE - REMOVAL AND I	2,665.00	2,665.00
	Voucher:							
112472	11/25/2025	00001467	ADMINISTRATIVE SERV. CO-OF	250904	9/30/2025	SEPT.2025 - PHONE A RIDE SERVICE	63,036.63	63,036.63
	Voucher:							
112473	11/25/2025	0010065	AFC HYDRAULIC SEALS &	36576	11/2/2025	REPAIR HYDRAULIC EQUIPMENT AN	306.31	306.31
	Voucher:							
112474	11/25/2025	0011325	ALAN'S LAWN & GARDEN CENT	108921	10/30/2025	CARRY LARGE SUPPLY OF IRRIGATI	513.13	
	Voucher:			108538	10/28/2025	CARRY LARGE SUPPLY OF IRRIGATI	135.11	648.24
112475	11/25/2025	0011577	ALL PHASE ELECTRIC SUPPLY	0946-1123813	10/1/2025	CONCRETE PULL BOXES AND LIDS F	2,410.28	2,410.28
	Voucher:							
112476	11/25/2025	0012606	AMAZON CAPITAL SERVICES,I	1CYX-VRP9-K3NJ	11/10/2025	CLEAR PLASTIC CUPS	113.98	
	Voucher:			1RJD-P1HY-GDT9	10/27/2025	SAMSUNG GALAXY CASE	29.63	
				1RJD-P1HY-KNCQ	10/27/2025	SUPPLIES	89.25	
				14RD-PQCX-KLMT	10/28/2025	SUPPLIES	34.74	
				19P3-RYYR-GRMJ	10/23/2025	SUPPLIES	990.57	
				1D3Q-9YM3-HQPG	10/27/2025	CELL PHONE COVER	36.81	
				19QF-WKDX-RYXV	10/29/2025	AUTO PART FOR UNIT #734	36.33	
				1NCM-K3LF-DDV7	11/5/2025	WOODEN COAT RACK	27.77	1,359.08
112477	11/25/2025	00001727	AMERICAN RED CROSS	22920170	6/30/2025	STAFF CERTIFICATION RECORDS M	583.00	583.00
	Voucher:							
112478	11/25/2025	00004309	AMERIFLEX	INV919950	11/2/2025	OCT 2025 FSA ADMIN FEE FOR 30 P/	163.50	163.50
	Voucher:							
112479	11/25/2025	0007290	APW KNOX-SEEMAN	21641140	10/17/2025	MISC AUTO PARTS & LUBES	212.25	
	Voucher:			21685802	10/30/2025	MISC AUTO PARTS & LUBES	14.59	
				21632581	10/15/2025	MISC AUTO PARTS & LUBES	202.04	
				21685800	10/30/2025	MISC AUTO PARTS & LUBES	126.14	
				21685805	10/30/2025	MISC AUTO PARTS & LUBES	157.22	712.24
112480	11/25/2025	0015026	ARROWHEAD EVALUATION SE	663073-01	10/21/2025	OCT.13,2025 - INDEPENDENT MEDIC	2,550.00	2,550.00
	Voucher:							
112481	11/25/2025	0006925	ARROWHEAD FORENSICS	186600	11/3/2025	SUPPLIES FOR PROPERTY ROOM P/	319.67	319.67
	Voucher:							
112482	11/25/2025	00003529	AT&T	960-449-6558-11/25	11/1/2025	BILLING PRD- NOV 2025	222.31	222.31
	Voucher:							
112483	11/25/2025	0012831	ATLAS AUTO BODY	23-117	10/23/2025	AUTOMOTIVE BODY REPAIRS AND F	1,500.00	1,500.00
	Voucher:							
112484	11/25/2025	0013615	AUTOLIFT SERVICES, INC	27225	10/7/2025	REPLACE THE EXTERIOR AIR HOSE	1,575.02	1,575.02
	Voucher:							
112485	11/25/2025	0010585	AUTOZONE STORES, INC.	05488007269	10/9/2025	AUTO PARTS	22.31	
	Voucher:			04075601601	10/22/2025	AUTO PARTS	10.79	
				05488019148	10/21/2025	AUTO PARTS	41.62	
				05488020547	10/22/2025	AUTO PARTS	127.44	
				05488020438	10/22/2025	AUTO PARTS	18.24	

				05488006966	10/9/2025	AUTO PARTS	174.76	
				05488005048	10/7/2025	AUTO PARTS	9.29	
				05488011517	10/13/2025	AUTO PARTS	238.69	
				00265346870	10/30/2025	AUTO PARTS	51.41	
				05488013937	10/16/2025	AUTO PARTS	175.87	
				05488013936	10/16/2025	AUTO PARTS	153.71	
				05488019151	10/21/2025	AUTO PARTS	54.73	
				05488020195	10/22/2025	AUTO PARTS	78.92	
				05448882657	10/21/2025	AUTO PARTS	128.87	
				05488005398	10/7/2025	AUTO PARTS	22.45	
				05488019558	10/21/2025	AUTO PARTS	12.75	
				00265312616	10/9/2025	AUTO PARTS	109.82	
				05488019146	10/21/2025	AUTO PARTS	62.15	
				05488025176	10/27/2025	AUTO PARTS	175.87	
				05488032117	11/3/2025	AUTO PARTS	7.51	
				05488031924	11/3/2025	AUTO PARTS	13.20	
				05488032121	11/3/2025	AUTO PARTS	9.87	
				05488032122	11/3/2025	AUTO PARTS	12.35	1,712.62
112486	11/25/2025	0013072	AWP SAFETY	40019172	10/30/2025	REGULATORY/WARNING/GUIDE SIG	409.96	
	Voucher:			40019178	10/30/2025	REGULATORY/WARNING/GUIDE SIG	105.90	
				40019171	10/30/2025	REGULATORY/WARNING/GUIDE SIG	106.55	622.41
112487	11/25/2025	0011669	BDO USA LLP	500060473	10/13/2025	SEPTEMBER 2025- SG HOUSING AU	2,532.50	2,532.50
	Voucher:							
112488	11/25/2025	0011929	BENNETT-BOWEN & LIGHTHOL	3038520	10/30/2025	INVENTORY PO/ SAFETY VEST	912.83	
	Voucher:			3038558	10/31/2025	INVENTORY PO/ SAFETY VEST	598.66	
				3037775	9/10/2025	INVENTORY PO/ SAFETY SUPPLIES	918.35	2,429.84
112489	11/25/2025	00004202	BRENNTAG PACIFIC INC	BPI559787	10/30/2025	SODIUM HYPOCHLORITE 12.5% NSF	676.39	
	Voucher:			BPI559785	10/30/2025	SODIUM HYPOCHLORITE 12.5% NSF	416.26	
				BPI559788	10/30/2025	SODIUM HYPOCHLORITE 12.5% NSF	1,100.80	
				BPI559786	10/30/2025	SODIUM HYPOCHLORITE 12.5% NSF	662.69	
				BPI559784	10/30/2025	SODIUM HYPOCHLORITE 12.5% NSF	416.26	3,272.40
112490	11/25/2025	0013228	CANON SOLUTIONS AMERICA I	149971175	8/27/2025	THRU AUGUST 2025 - PLOTTER PAP	54.82	
	Voucher:			149969265	8/26/2025	THRU AUGUST 2025 - PLOTTER PRI	124.64	179.46
112491	11/25/2025	0006239	CENTRAL FORD	64977	10/13/2025	AUTO PARTS	630.39	
	Voucher:			65666	10/30/2025	AUTO PARTS	190.49	
				64994	10/13/2025	AUTO PARTS	289.15	
				65618	10/29/2025	AUTO PARTS	127.89	
				65598	10/29/2025	AUTO PARTS	716.15	
				64831	10/9/2025	AUTO PARTS	35.26	
				64733	10/9/2025	AUTO PARTS	31.74	
				65575	10/28/2025	AUTO PARTS	168.18	
				65553	10/28/2025	AUTO PARTS	505.02	2,694.27
112492	11/25/2025	0005839	CHAMPION CHRYSLER JEEP D	7339655	10/7/2025	DEALER PARTS FOR CHARGER UNI	1,090.86	
	Voucher:			7339990		CREDIT- INV#7339655 -10/07/25	-111.38	979.48
112493	11/25/2025	0012980	CHARTER COMMUNICATIONS	188428701102125	10/21/2025	OCT 2025 FIBER OPTICS FOR	129.99	
	Voucher:			187588601102125	10/21/2025	CABLE SERVICE FOR PD (ACCT # 18	439.69	
				116996701102125	10/21/2025	10/21/25-11/20/25 CITY FIBER CIRCUI	2,897.74	3,467.42
112494	11/25/2025	00004302	CINTAS UNIFORM SERVICES	4247269057	10/21/2025	SHOP TOWEL CLEANING SERVICE A	72.67	
	Voucher:			4248752742	11/4/2025	SHOP TOWEL CLEANING SERVICE A	72.67	145.34
112495	11/25/2025	00005090	CITY OF PARAMOUNT	0005286	2/1/2025	JULY-SEP 2024 TRAFFIC SIGNAL MA	112.50	112.50

	Voucher:							
112496	11/25/2025	0013515	CITY TIRES	49014	10/16/2025	AUTO ALIGNMENT AND TIRES	89.00	
	Voucher:			48944	10/8/2025	AUTO ALIGNMENT AND TIRES	89.00	
				49202	11/4/2025	TIRES FOR PARKS MOWERS	333.54	511.54
112497	11/25/2025	00000311	COASTLINE EQUIPMENT	1290468	10/21/2025	SERVICE HEAVY EQUIPMENT VEHIC	165.05	165.05
	Voucher:							
112498	11/25/2025	0011922	CONCENTRA MEDICAL CENTEI	88598384	10/22/2025	10/17/25-10/21/25MEDICAL SERVICES	1,427.00	1,427.00
	Voucher:							
112499	11/25/2025	0011159	CONSERVATION CORPS OF	4	10/27/2025	10/31/25 CONSERVATION CORPS OF	2,743.66	
	Voucher:			3	10/27/2025	10/31/25 CONSERVATION CORPS OF	13,301.30	
				2	9/30/2025	9/30/25 CONSERVATION CORPS OF I	12,177.67	
				1-2025	9/30/2025	9/30/25 CONSERVATION CORPS OF I	55,272.12	
				PR 13 0725	10/23/2025	PROVIDE YOUTH TO ASSIST WITH P	50,329.35	133,824.10
112500	11/25/2025	0015156	COOLEY ENVIRONMENTAL, CC	2025-001	10/22/2025	UPDATE RRA AND ERP PLANS FOR '	4,165.00	4,165.00
	Voucher:							
112501	11/25/2025	00005110	COUNTY OF L.A. DEPT OF PW	RE-PW 25090801565	9/8/2025	AUG 2025 TRAFFIC SIGNAL & STREE	1,315.38	
	Voucher:			RE-PW-2510060 1902	10/6/2025	TRAFFIC SIGNAL EMERGENCY SERV	48,218.50	
				RE-PW 25100602237	10/6/2025	SEP 2025 TRAFFIC SIGNAL & STREE	955.36	50,489.24
112502	11/25/2025	0010352	COUNTY OF LOS ANGELES	IN1531792	10/23/2025	THRU 10/23/2025 - CIRCLE PARK RE(	1,002.00	1,002.00
	Voucher:							
112503	11/25/2025	00001423	DAILY JOURNAL CORPORATIO	B3977952	10/23/2025	10/23/25 - PROOF OF PUBLICATION (	115.00	
	Voucher:			B3976475	11/3/2025	10/16/25 PROOF OF PUBLICATION-IM	945.00	
				B3979994	11/3/2025	10/30/25 PROOF OF PUBLICATION-CI	280.00	
				B3980000	11/3/2025	10/30/2025 PROOF OF PUBLICATION	310.00	
				B3980516	11/3/2025	10/30/25 PROOF OF PUBLICATION-AI	755.00	2,405.00
112504	11/25/2025	0013681	DANIELS TIRE SERVICE, INC	200552815	10/15/2025	10/14/2025 - JUNK TIRE DISPOSAL	739.80	
	Voucher:			200551446	9/30/2025	09/29/2025 - TIRE DISPOSAL	359.30	1,099.20
112505	11/25/2025	0012407	DAVIS FARR LLP	3751	10/7/2025	JUNE 30, 2025 - SECOND PROGRESS	14,920.00	14,920.00
	Voucher:							
112506	11/25/2025	00001782	EBERHARD EQUIPMENT	21033	10/30/2025	KABOTA EQUIPMENT REPAIR AND P	1,350.05	
	Voucher:			20878	10/21/2025	KABOTA EQUIPMENT REPAIR AND P	1,612.25	
				20879	10/21/2025	KABOTA EQUIPMENT REPAIR AND P	1,211.06	4,173.36
112507	11/25/2025	0014798	ECONOLITE CONTROL PRODU	INV234833	10/9/2025	SPARE COMM MANAGER FOR VISIO	3,878.01	3,878.01
	Voucher:							
112508	11/25/2025	00001788	ECONOLITE SYSTEMS, INC.	INV232284	6/12/2025	SIGNAL EQUIPMENT	1,988.53	1,988.53
	Voucher:							
112509	11/25/2025	0005555	ELITE EQUIPMENT INC	53874	10/15/2025	10/15/2025 - REPAIR ORDER # 53874	1,412.19	
	Voucher:			53886	10/16/2025	10/16/2025 - REPAIR AND INSTALLAT	302.14	
				53873	10/15/2025	10/15/2025 - REPAIR AND INSTALLAT	1,121.80	2,836.13
112510	11/25/2025	00005226	EO: AVALOS, MARIA DEL PILAR	10/08/25 - AVALOS	10/8/2025	10/08 - 10/10, 2025 - LEAGUE OF CA (	770.55	770.55
	Voucher:							
112511	11/25/2025	0013810	EXECUTIVE MANAGEMENT, SE	25-668	11/4/2025	10/19- 11/01/2025 - SECURITY SERVI(	7,507.50	
	Voucher:			25-634	10/26/2025	10/05-10/15/2025 - SECURITY SERVIC	7,507.50	15,015.00
112512	11/25/2025	0010558	FACTORY MOTOR PARTS COM	12-W25103	10/16/2025	FACTORY AUTO PARTS	235.99	
	Voucher:			12-6816138	10/13/2025	FACTORY AUTO PARTS	221.18	
				167-212539	10/13/2025	FACTORY AUTO PARTS	522.92	980.09
112513	11/25/2025	00000619	FALCON FUELS, INC.	89078	10/21/2025	REGULAR UNLD 10% ETH - 4900 SOU	5,374.90	
	Voucher:			89077	10/20/2025	REGULAR UNLD 10% ETH -4244 SAN	12,371.70	
				89316	10/28/2025	REGULAR UNLD 10% ETH -4244 SAN	5,260.74	23,007.34
112514	11/25/2025	0005869	FERGUSON WATERWORKS	0061859	10/1/2025	WATER WORK MATERIAL	131.79	

	Voucher:			0063095	10/28/2025	INVENTORY PO/ WATER PARTS	1,446.79	1,578.58
112515	11/25/2025	00003770	FLEMING ENVIRONMENTAL IN(	23067	8/20/2025	08/19/2025 - UNDERGROUND STORA	941.98	
	Voucher:			23328	10/29/2025	10/22/2025 - SERVICE CALL - DRIVE	533.37	
				23271	10/15/2025	10/14/2025 - UNDERGROUND STORA	580.00	2,055.35
112516	11/25/2025	0008331	FORENSIC NURSE RESPONSE	10-05-25	11/1/2025	SART EXAMS SEXUAL ASSAULT EX/	1,942.92	1,942.92
	Voucher:							
112517	11/25/2025	0015117	GENUINE GENERAL CONTRAC	RETENTION RELEAS	11/4/2025	RETENTION RELEASE - 10324 MALLI	2,000.00	
	Voucher:			2	8/10/2025	FINAL PAYMENT - 10324 MALLISON	12,000.00	14,000.00
112518	11/25/2025	00002890	GRAINGER	9666733671	10/7/2025	SPECIALTY HARDWARE	47.41	
	Voucher:			9662092478	10/2/2025	SPECIALTY HARDWARE	109.62	
				9670172262	10/9/2025	SPECIALTY HARDWARE	166.68	
				9668437982	10/8/2025	SPECIALTY HARDWARE	385.34	
				9665971033	10/6/2025	SPECIALTY HARDWARE	350.00	
				9662849174	10/3/2025	SPECIALTY HARDWARE	196.66	
				9667320478	10/7/2025	SPECIALTY HARDWARE	460.68	
				9604411703		CREDIT- INV#9600302583 - 08/07/25	-147.41	
				9667467808	10/8/2025	SPECIALTY HARDWARE	230.87	1,799.85
112519	11/25/2025	00002577	HACH COMPANY	14716355	10/15/2025	AS-NEEDED CALIBRATIONS OF CHL(	1,862.93	
	Voucher:			14728242	10/24/2025	AS-NEEDED CALIBRATIONS OF CHL(	149.68	2,012.61
112520	11/25/2025	0015235	HARLAND CLARKE CORP	A01368150	9/17/2025	BLANK LASER CHECK, TOP.NO SIGN	310.86	310.86
	Voucher:							
112521	11/25/2025	0009879	HDL COREN & CONE	SIN055978	10/29/2025	OCT- DEC, 2025 - HDL CONTRACT SI	3,712.50	3,712.50
	Voucher:							
112522	11/25/2025	0008788	HELPLINE YOUTH COUNSELIN(	SG0401-06302024	9/11/2025	APR-JUN 2024 - CDBG-CV RENTAL A	9,645.88	9,645.88
	Voucher:							
112523	11/25/2025	0005767	HERC RENTALS, INC.	35642270-005	10/28/2025	EQUIPMENT RENTAL TO OPERATE T	4,174.31	
	Voucher:			35644727-006	10/28/2025	09/28-10/28, 2025 - RENTAL HVAC S	4,932.43	9,106.74
112524	11/25/2025	00000268	HOME DEPOT CREDIT SERVICI	9371688	10/29/2025	MISC SUPPLIES	34.50	
	Voucher:			5363075	9/23/2025	GENERAL MAINTENANCE - MISC SUI	561.63	
				5371633	10/23/2025	WATER DEPARTMENT SUPPLIES	218.66	
				4040991	11/3/2025	STREET SUPPLIES	354.52	
				6341880A	10/22/2025	STREET SUPPLIES	346.32	
				1363368	10/27/2025	STREET SUPPLIES	71.79	
				8040878	10/20/2025	STREET SUPPLIES	389.63	
				0371673	10/28/2025	MISC SUPPLIES	65.70	
				3350631	11/4/2025	MISC SUPPLIES	594.30	
				1371777	11/6/2025	MISC SUPPLIES	201.66	2,838.71
112525	11/25/2025	0013004	INTERSTATE FLEET MAINTENA	50649	10/22/2025	DIESEL PARTICULATE FILTER CLEAI	225.00	
	Voucher:			50648	10/22/2025	DIESEL PARTICULATE FILTER CLEAI	450.00	
				50647	10/22/2025	DIESEL PARTICULATE FILTER CLEAI	225.00	900.00
112526	11/25/2025	0011271	ITRON, INC.	713866	8/12/2025	TEMETRA DRIVE-BY SUBSCRIPTION	16,324.00	
	Voucher:			702224	3/12/2025	IMA SUBSCRIPTION AND MAINTENAI	996.65	
				717325	9/25/2025	FCS SOFTWARE MAINTENANCE ITR(	996.61	18,317.26
112527	11/25/2025	0008222	JCL TRAFFIC SERVICES	131691	10/28/2025	BARRICADES,TRAFFIC PRODUCTS /	3,132.68	
	Voucher:			131690	10/28/2025	BARRICADES,TRAFFIC PRODUCTS /	1,462.74	4,595.42
112528	11/25/2025	00000209	JHM SUPPLY , INC.	D95488/1	10/27/2025	SMALL TOOLS	956.70	956.70
	Voucher:							
112529	11/25/2025	0013816	JO GO TOOLS LLC	11042564215	11/4/2025	PROVIDES AUTOMOTIVE SPECIALTY	219.29	219.29
	Voucher:							
112530	11/25/2025	0012763	KIMLEY-HORN AND ASSOCIATE	33373487	8/31/2025	THRU 08/31/2025 - PLANNING SERVI(	5,522.50	

	Voucher:			33423208	9/30/2025	PLANNING SERVICES - ON-CALL EN	17,243.45	22,765.95
112531	11/25/2025	00003387	KNORR SYSTEMS, INC.	286692	10/16/2025	FY 25/26 PREVENTIVE MAINTENANC	2,532.12	2,532.12
	Voucher:							
112532	11/25/2025	0008150	L.N. CURTIS & SONS	INV999541	10/14/2025	UNIFORM AND ACCESSORIES	954.07	
	Voucher:			INV1003342	10/27/2025	UNIFORM AND ACCESSORIES	240.31	
				INV969659	7/18/2025	UNIFORM AND ACCESSORIES	13.29	
				INV969662	7/18/2025	UNIFORM AND ACCESSORIES	13.29	
				INV1001117	10/17/2025	UNIFORM AND ACCESSORIES	277.16	1,498.12
112533	11/25/2025	00003540	LA COUNTY DEPT. OF PUBLIC \	25100601884	10/6/2025	SEPTEMBER 2025 - BRIDGE MAINTE	2,588.27	
	Voucher:			251006018888	10/6/2025	SEPTEMBER 2025 - BRIDGE MAINTE	76.20	2,664.47
112534	11/25/2025	0012590	LA TRUCK & AUTO INC, NAPA A	328610	10/30/2025	AUTOMOTIVE PARTS	439.24	
	Voucher:			328795	11/3/2025	AUTOMOTIVE PARTS	10.48	
				291212	10/30/2025	AUTOMOTIVE PARTS	11.98	461.70
112535	11/25/2025	0005527	LEAD TECH ENVIRONMENTAL	15564	7/6/2025	LEAD CLEARANCE TESTING & LAB F	310.00	310.00
	Voucher:							
112536	11/25/2025	0013699	LEASE SERVICING CENTER, IN	17273642	8/6/2025	ANNUAL LEASE PAYMENT FOR (3) F	20,086.20	
	Voucher:			17273642-B	8/6/2025	ANNUAL LEASE FOR (2) CHEV BLAZI	24,734.31	44,820.51
112537	11/25/2025	00004384	LIEN ON ME, INC.	10335271	10/24/2025	MED INVOICE REVIEW FROM ST FR/	117.28	
	Voucher:			10335272	10/24/2025	MED INVOICE REVIEW FROM MLK JI	1,044.75	
				10335273	10/24/2025	MED INVOICE FROM ST FRANCIS FC	152.43	
				10335275	10/24/2025	MED INVOICE FROM ST FRANCIS FC	160.73	
				10335274	10/24/2025	MED INVOICE REVIEW FROM ST FR/	160.54	1,635.73
112538	11/25/2025	00001161	LIFE ASSIST INC	1621022	7/22/2025	FIRST AID SUPPLIES	70.88	
	Voucher:			1618919	7/15/2025	FIRST AID SUPPLIES	743.08	813.96
112539	11/25/2025	00003773	LINCOLN AQUATICS	D8901888	9/12/2025	AQUATIC EQUIPMENT	143.53	
	Voucher:			D8900913	9/3/2025	AQUATIC EQUIPMENT	19.79	
				D8900468	8/29/2025	AQUATIC EQUIPMENT	598.95	762.27
112540	11/25/2025	00000488	LINDE GAS & EQUIPMENT INC.	52396848	9/30/2025	SPECIALTY POOL PARTS	7.05	7.05
	Voucher:							
112541	11/25/2025	0013343	LITTLEJOHN COMMUNICATION	11012025	11/3/2025	OCT 2025 SERVICES FOR INMATE PI	100.00	100.00
	Voucher:							
112542	11/25/2025	00003793	LONG BEACH BMW MOTORCY(	54802	11/5/2025	10/15/2025 - MINOR REPAIRS AND P/	364.26	
	Voucher:			54835	10/15/2025	10/17/2025 - MINOR REPAIRS AND P/	561.54	
				54801	10/17/2025	10/15/2025 - MINOR REPAIRS AND P/	1,950.30	2,876.10
112543	11/25/2025	0012369	MARTIN LUTHER KING. JR HEA	10335272	10/24/2025	C.A GALDAMEZ CLAIM060624GC	1,330.97	1,330.97
	Voucher:							
112544	11/25/2025	00004060	MCMASTER-CARR SUPPLY CO	53932169	10/20/2025	SPECIAL HARDWARE. NO WORK ON	236.25	
	Voucher:			54405074	10/28/2025	SPECIAL HARDWARE. NO WORK ON	25.64	
				48380379	7/8/2025	SPECIAL HARDWARE. NO WORK ON	202.90	
				53632676	10/14/2025	SPECIAL HARDWARE. NO WORK ON	340.89	
				54093066	10/22/2025	SPECIAL HARDWARE. NO WORK ON	54.02	
				54489574	10/29/2025	SPECIAL HARDWARE. NO WORK ON	59.61	919.31
112545	11/25/2025	00004093	MELAD & ASSOCIATES	SG25-31	11/3/2025	OCT 2025 MELAD & ASSOCIATES PL	1,275.00	
	Voucher:			SG25-32	11/3/2025	OCT 2025 MELAD & ASSOCIATES PL	5,985.00	
				SG25-33	11/5/2025	OCT 2025 MELAD & ASSOCIATES PL	5,190.00	
				SG25-30	11/3/2025	OCT 2025 MELAD & ASSOCIATES PL	10,361.56	22,811.56
112546	11/25/2025	0011575	MERCHANTS BUILDING	916097	9/30/2025	SEPT 2025 ANNUAL CUSTODIAL & M	26,909.00	26,909.00
	Voucher:							
112547	11/25/2025	00003815	MICHELSON LABORATORIES, I	0738451	10/15/2025	TITLE 22 LAB ANALYSIS	1,211.20	
	Voucher:			0738417	10/15/2025	TITLE 22 LAB ANALYSIS	946.25	2,157.45

112548	11/25/2025	00000170	MISC - PKS & REC REFUND	84751635-MONTOYA	10/21/2025	REFUND OF DEPOSIT DUE TO CANC	3,195.00	3,195.00
	Voucher:							
112549	11/25/2025	00000170	MISC - PKS & REC REFUND	89818586-APARICIO	10/27/2025	REFUND OF DEPOSIT (AFTER EVEN	495.00	495.00
	Voucher:							
112550	11/25/2025	00000170	MISC - PKS & REC REFUND	89184646-LA REGION	10/21/2025	REFUND OF DEPOSIT (AFTER EVEN	495.00	495.00
	Voucher:							
112551	11/25/2025	00000170	MISC - PKS & REC REFUND	94919227-ESTRADA	9/15/2025	SEPT.20, 2025- BRIANNA ESTRADA E	321.00	321.00
	Voucher:							
112552	11/25/2025	00000170	MISC - PKS & REC REFUND	86048520-FERNANDE	10/27/2025	REFUND OF DEPOSIT (AFTER EVEN	319.00	319.00
	Voucher:							
112553	11/25/2025	0011779	NACHO AUTOMOTIVE REPAIR,	40901	10/21/2025	10/21/2025 - VEHICLE SMOG INSPEC	40.00	
	Voucher:			40868	10/14/2025	10/14/2025 - VEHICLE SMOG INSPEC	60.00	100.00
112554	11/25/2025	0015167	NATIONAL BARRICADE CO OF,	225473	10/29/2025	REPLACEMENT OF NON REFLECTIV	23,909.82	23,909.82
	Voucher:							
112555	11/25/2025	00004969	NATIONAL READY MIXED CON(	957263	10/22/2025	CONCRETE, SAND AND AGGREGATI	642.14	
	Voucher:			956923	10/18/2025	CONCRETE, SAND AND AGGREGATI	593.43	1,235.57
112556	11/25/2025	0010281	NV5, INC.	480070	10/28/2025	CM AND CI FOR AMR REPLACEMEN	28,605.00	28,605.00
	Voucher:							
112558	11/25/2025	00001414	OFFICE DEPOT	440809295001	10/13/2025	OFFICE SUPPLIES	448.19	
	Voucher:			442800061001	10/9/2025	OFFICE SUPPLIES	350.68	
				442814963001	10/9/2025	OFFICE SUPPLIES	116.23	
				442814964001	10/9/2025	OFFICE SUPPLIES	167.31	
				442814965001	10/9/2025	OFFICE SUPPLIES	27.12	
				442814966001	10/10/2025	OFFICE SUPPLIES	100.43	
				442674756001	10/2/2025	OFFICE SUPPLIES	154.80	
				437026941001		CREDIT - INV# 437217156001 09/04/2	-185.63	
				443759556001	10/8/2025	OFFICE SUPPLIES	453.13	
				443767496001	10/13/2025	OFFICE SUPPLIES	10.47	
				443767498001	10/8/2025	OFFICE SUPPLIES	6.66	
				442571904001	10/2/2025	OFFICE SUPPLIES	334.91	
				440937044001	10/14/2025	OFFICE SUPPLIES	482.77	
				441156500001	10/7/2025	OFFICE SUPPLIES	264.41	
				443346167001	10/13/2025	OFFICE SUPPLIES	98.00	
				443346644001	10/14/2025	OFFICE SUPPLIES	33.20	
				442789763001	10/9/2025	OFFICE SUPPLIES	1,367.62	
				444296511001	10/16/2025	OFFICE SUPPLIES	179.64	
				444454604001	10/23/2025	OFFICE SUPPLIES	60.80	
				435875549001	10/2/2025	OFFICE SUPPLIES	108.41	
				436396804001	10/3/2025	OFFICE SUPPLIES	32.83	
				436396831001	10/2/2025	OFFICE SUPPLIES	17.53	
				441415682002	10/22/2025	OFFICE SUPPLIES	45.88	
				443671141001	10/23/2025	OFFICE SUPPLIES	258.54	
				444358941001	10/22/2025	OFFICE SUPPLIES	158.82	
				440937553001	10/14/2025	OFFICE SUPPLIES	45.76	
				441415682001	10/9/2025	OFFICE SUPPLIES	57.31	
				441415437001	10/9/2025	OFFICE SUPPLIES	9.95	
				436397010001	10/2/2025	OFFICE SUPPLIES	90.36	
				441442371001	10/9/2025	OFFICE SUPPLIES	114.29	
				441454283001	10/9/2025	OFFICE SUPPLIES	83.72	
				441454288001	10/9/2025	OFFICE SUPPLIES	18.82	

				441454289001	10/8/2025	OFFICE SUPPLIES	67.04		
				445585262001	10/21/2025	OFFICE SUPPLIES	206.27		
				445585567001	10/21/2025	OFFICE SUPPLIES	83.72		
				441418752001	10/9/2025	OFFICE SUPPLIES	272.29		
				443785103001	10/8/2025	OFFICE SUPPLIES	552.12		
				444550761001	10/23/2025	OFFICE SUPPLIES	287.33		
				444547106001	10/23/2025	OFFICE SUPPLIES	45.74		
				442349264001	10/2/2025	OFFICE SUPPLIES	74.98		
				446248108001		CREDIT - INV#443843646001	-7.74		
				439398774001	10/2/2025	OFFICE SUPPLIES	89.09		
				442310963001	10/2/2025	OFFICE SUPPLIES	94.27		
				441102403001	10/9/2025	OFFICE SUPPLIES	264.26		
				442674798001	10/3/2025	OFFICE SUPPLIES	28.34		
				440637139001	10/13/2025	OFFICE SUPPLIES	8.96		
				440634589001	10/9/2025	OFFICE SUPPLIES	95.78		
				444719463001	10/23/2025	OFFICE SUPPLIES	185.95		
				438997394001	10/2/2025	OFFICE SUPPLIES	464.44		
				444584461001	10/23/2025	OFFICE SUPPLIES	734.84		
				444584960001	10/23/2025	OFFICE SUPPLIES	56.47		
				442790807001	10/10/2025	OFFICE SUPPLIES	56.47		
				443843361001	10/9/2025	OFFICE SUPPLIES	20.03		
				443843646001	10/8/2025	OFFICE SUPPLIES	7.74		
				443843647001	10/7/2025	OFFICE SUPPLIES	40.52	9,241.87	
112559	11/25/2025	0007984	O'REILLY AUTO PARTS	3063-239398	10/7/2025	AUTO PARTS	72.35		
	Voucher:			3063-240339	10/13/2025	AUTO PARTS	31.00		
				3063-242452	10/29/2025	AUTO PARTS	4.26		
				3063-239554	10/8/2025	AUTO PARTS	27.67		
				3063-242535	10/30/2025	AUTO PARTS	169.76		
				3063-240336	10/13/2025	AUTO PARTS	16.59		
				3063-239468	10/7/2025	AUTO PARTS	102.63		
				3063-239541	10/8/2025	AUTO PARTS	16.15		
				3063-242455	10/29/2025	AUTO PARTS	106.24		
				3063-242285	10/28/2025	AUTO PARTS	32.59		
				3063-242198	10/27/2025	AUTO PARTS	11.62		
				3063-243110	11/3/2025	AUTO PARTS	36.17		
				3063-242163	10/27/2025	AUTO PARTS	221.49		
				3063-241623	10/23/2025	AUTO PARTS	247.98		
				3063-242540	10/30/2025	AUTO PARTS	7.74		
				3063-241380	10/21/2025	AUTO PARTS	8.43		
				3063-241278	10/20/2025	AUTO PARTS	146.19		
				3063-243484	11/6/2025	AUTO PARTS	57.00		
				3063-243425	11/6/2025	AUTO PARTS	200.37		
				3063-243171	11/4/2025	AUTO PARTS	66.12	1,582.35	
112560	11/25/2025	0011066	PK: BARNETT, RHONDA	53860937/60907971	10/27/2025	FOREFIT FEE (FALL 2025)	40.00		
	Voucher:			276552/60922278	10/27/2025	FOREFIT FEE (FALL 2025)	40.00	80.00	
112561	11/25/2025	0012870	PK: BIBRIESCA DE ARELLANO,	MBFALL1025	10/31/2025	10/02/2025 - 10/30/2025 - STEP AERO	405.00		
	Voucher:			MBFALL1025B	10/31/2025	10/02/2025 - 10/30/2025 - TONE IT UP	405.00	810.00	
112562	11/25/2025	0011257	PK: GUILMETTE, ROBERT	RGFALL1025	10/31/2025	10/01/2025 - 10/29/2025 - YOGA CLAS	1,080.00	1,080.00	
	Voucher:								
112563	11/25/2025	0013797	PK: MANRIQUEZ, EYVAR	EMFALL1025	10/31/2025	10/02/2025 - 10/30/2025 - MUAY THAI	405.00	405.00	

112564	Voucher: 11/25/2025	0014459	PK: RANGEL, VIOLETA ISAVEL	VRFALL1025	10/31/2025	10/02/2025 - 10/30/2025 - ADVANCED	405.00	405.00
112565	Voucher: 11/25/2025	0010624	PK: SANCHEZ, MARIBEL	MSFALL1025	10/31/2025	10/04/2025 - 10/25/2025 - ZUMBA	135.00	135.00
112566	Voucher: 11/25/2025	0013659	PK: SANCHEZ, ROCIO	RSFALL1025	10/31/2025	10/01/2025 - 10/30/2025 -ZUMBA CLA	990.00	
	Voucher:			RSCOMBOFALL1025	10/31/2025	10/06/2025- 10/29/2025 - COMBO BOX	360.00	1,350.00
112567	11/25/2025 Voucher:	0013796	PK: YOGAWITHVANESA	VJFALL1025	10/31/2025	10/02/2025 - 10/30/2025 - ADULT YOG	360.00	360.00
112568	11/25/2025	00003721	PLUMBERS DEPOT INC.	PD-59897	10/23/2025	GAPVAX AIR SPADE	3,153.64	
	Voucher:			PD-59898	10/23/2025	GAPVAX REPAIR AND PARTS	407.16	3,560.80
112569	11/25/2025 Voucher:	0005405	POLLARDWATER.COM	0297510	10/14/2025	PVC CORP STOP	400.77	400.77
112570	11/25/2025 Voucher:	0014204	PREFERRED IMPRESSIONS, IN	28048	10/26/2025	SET OF 4 3M DECALS FOR WATER D	884.00	884.00
112571	11/25/2025 Voucher:	0009041	PRES TECH EQUIPMENT COMF	INV-001410	10/20/2025	MATERIAL,PARTS AND SERVICING C	1,047.98	1,047.98
112572	11/25/2025	00000416	RAPID-O-PRINT	34816	10/23/2025	PRINTING	214.99	
	Voucher:			34844	10/30/2025	PRINTING SERVICES	35.44	
				34815	10/23/2025	ENVELOPES FOR A/P	578.81	
				34814	10/23/2025	ENVELOPES FOR A/R/	468.56	1,297.80
112573	11/25/2025 Voucher:	00004773	RET: ALMANZA, JOSEPH A	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	185.08	185.08
112574	11/25/2025 Voucher:	0008275	RET: AROCHA, FRANCIS X.	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
112575	11/25/2025 Voucher:	00001840	RET: BLASKA, WILLIAM MIKE	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	250.00	250.00
112576	11/25/2025 Voucher:	00004776	RET: CARTER, LLOYD B	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	250.00	250.00
112577	11/25/2025 Voucher:	00000495	RET: CHAVEZ, ANTHONY A	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
112578	11/25/2025 Voucher:	0006505	RET: CORBET, RONALD	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,435.98	1,435.98
112579	11/25/2025 Voucher:	0008746	RET: DELEON, RUBEN	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
112580	11/25/2025 Voucher:	0011326	RET: GALVAN, RAY A.	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
112581	11/25/2025 Voucher:	0006508	RET: GOMEZ, JOSEPH C.	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
112582	11/25/2025 Voucher:	0010881	RET: KOOPMANS, WILLIAM O.	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
112583	11/25/2025 Voucher:	0010410	RET: LEO, FRANK	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
112584	11/25/2025 Voucher:	00003833	RET: MOOMEY, STEVEN	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	518.00	518.00
112585	11/25/2025 Voucher:	00003798	RET: RANGEL, ARMANDO	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
112586	11/25/2025 Voucher:	0009447	RWC GROUP	XA301238324:01	10/27/2025	SERVICE HEAVY DUTY TRUCK AND	175.00	175.00
112587	11/25/2025	00004821	S & J SUPPLY COMPANY, INC.	S100258838.001	10/14/2025	MISC HARDWARE	999.37	

12

	Voucher:			S100260030.001	10/23/2025	MISC HARDWARE	1,707.36	2,706.73
112588	11/25/2025	0008369	SAFETY-KLEEN SYSTEM, INC	98329072	10/17/2025	CLEANING SERVICE OF EQUIPMENT	511.14	511.14
	Voucher:							
112589	11/25/2025	00000322	SAM'S CLUB	004427	10/6/2025	MISC SUPPLIES	70.82	
	Voucher:			000945	10/23/2025	MISC SUPPLIES	497.10	
				004845	10/22/2025	MISC SUPPLIES	657.79	
				000097	10/23/2025	MISC SUPPLIES	664.43	1,890.14
112590	11/25/2025	00004834	SECURITY SIGNAL DEVICES S\	J-601007880	9/18/2025	4/30/25 INSTALL CELLULAR COMMUI	840.00	
	Voucher:			R-00614921	10/1/2025	10-1-25-12-31-25 ANNUAL SERVICE C	7,062.03	
				R-00609561	9/5/2025	08/28/25-09/30/25 PUBLIC WORKS M/	35.07	
				R-00616842	10/1/2025	9-10-25-12-31-25 PUBLIC WORKS MA	496.25	
				R-00611883	10/1/2025	10/01/25-12/31/25 FY 25/26 ANNUAL S	7,146.90	
				R-00612693	10/1/2025	10/01/25-12/31/25FY 2025/26: WATER	7,117.08	
				S-01155489	10/1/2025	REPAIR AND MAINTENANCE NOT ON	189.00	
				S-01156471	10/15/2025	REPAIR AND MAINTENANCE NOT ON	189.00	
				S-01155322	9/25/2025	REPAIR AND MAINTENANCE NOT ON	189.00	
				S-01155903	10/7/2025	REPAIR AND MAINTENANCE NOT ON	189.00	23,453.33
112591	11/25/2025	00004857	SMITH FASTENER COMPANY	0055833	7/23/2025	SPECIALITY HARDWARE	955.63	955.63
	Voucher:							
112592	11/25/2025	0012098	SO CAL COMPTON PIPE SUPPL	2332	10/22/2025	LINE PIPE & SERVICES LINE PARTS	350.99	
	Voucher:			2334	10/23/2025	LINE PIPE & SERVICES LINE PARTS	1,181.08	
				2336-2025	10/23/2025	LINE PIPE & SERVICES LINE PARTS	76.79	1,608.86
112593	11/25/2025	00004897	ST FRANCIS MEDICAL CENTER	H70600043437100	10/23/2025	ACCT# 46133195-A. BARUCH	450.44	
	Voucher:			H70600043852700	10/24/2025	ACCT# 46133195 -W. JACKSON	450.44	
				H70600042588201	10/24/2025	ACCT# 46133195 -D. MEDINA	450.44	
				H70600041518601	10/24/2025	ACCT# 46133195 -J. TRAN	537.88	1,889.20
112594	11/25/2025	0008773	STOTZ EQUIPMENT	083744	11/5/2025	JOHN DEERE PARTS FOR GOLF COU	1,164.56	
	Voucher:			074827	10/21/2025	JOHN DEERE PARTS FOR GOLF COU	746.66	1,911.22
112595	11/25/2025	0009659	THE LIFEGUARD STORE	INV001536808	7/31/2025	LIFEGUARD GEAR AND EQUIPMENT	900.08	
	Voucher:			INV001536290	7/29/2025	LIFEGUARD GEAR AND EQUIPMENT	125.72	
				INV001537053	8/1/2025	LIFEGUARD GEAR AND EQUIPMENT	64.24	1,090.04
112596	11/25/2025	00003851	THOMSON REUTERS	852771139	11/1/2025	10/1-10/31/25 ONLINE/SOFTWARE SU	759.00	759.00
	Voucher:							
112597	11/25/2025	0013584	TRUE NORTH COMPLIANCE SE	25-10-22-1	11/1/2025	OCT 2025 TRUE NORTH-PLAN CHEC	5,290.81	5,290.81
	Voucher:							
112598	11/25/2025	00004964	UNDERGROUND SERVICE ALE	1020250214	11/1/2025	DIG ALERTS	518.00	
	Voucher:			25-261296	11/1/2025	DIG ALERTS	173.62	691.62
112599	11/25/2025	0005750	UNITED INDUSTRIES	240296	10/27/2025	INVENTORY PO/ NITRILE GLOVES	225.49	
	Voucher:			240244	10/23/2025	INVENTORY PO/ NITRILE GLOVES	1,625.50	1,850.99
112600	11/25/2025	0014465	VERIZON CONNECT FLEET US/	346000080123	11/3/2025	NOV 2025 MOBILE EQUIPMENT GSP	173.65	173.65
	Voucher:							
112601	11/25/2025	00001848	VERIZON WIRELESS	6126777375	10/28/2025	09/24/2025-10/23/2025-ACCT# 572436	7,877.50	7,877.50
	Voucher:							
112602	11/25/2025	0014733	VICTOR URIEL MORENO	97168673	10/29/2025	FALL 2025 - 2026 - DURON BASEBAL	4,800.00	
	Voucher:			97168271	10/29/2025	SUMMER 2025 - DURON BASEBALL L	3,840.00	8,640.00
112603	11/25/2025	0014729	VITAL RECORDS HOLDINGS,LL	5600097	10/31/2025	OCTOBER 2025 - STORAGE SERVICE	1,064.21	1,064.21
	Voucher:							
112604	11/25/2025	00002634	VULCAN MATERIALS COMPAN\	4871714	10/24/2025	ASPHALT, BASE, EMULSION PRODU	1,481.12	1,481.12
	Voucher:							
112605	11/25/2025	0014146	W.G. ZIMMERMAN ENGINEERIN	25-09-855	10/8/2025	THRU SEPTEMBER 2025 - TRAFFIC I	14,280.00	14,280.00

12

	Voucher:							
112606	11/25/2025	0010476	WECK LABORATORIES INC	W5K0001	11/3/2025	WATER SAMPLES	640.00	
	Voucher:			W5J1544	10/27/2025	WATER SAMPLES	140.00	
				W5J1543	10/27/2025	WATER SAMPLES	240.00	
				W5J1542	10/27/2025	WATER SAMPLES	135.00	
				W5J1545	10/27/2025	WATER SAMPLES	255.00	
				W5J1063	10/20/2025	WATER SAMPLES	440.00	1,850.00
112607	11/25/2025	00000032	WEST COAST MAILERS	11372	5/12/2025	CONSTRUCTION ALERT FOR RESIDI	5,393.42	5,393.42
	Voucher:							
112608	11/25/2025	00004593	WESTERLY METER SERVICE C	17964	10/6/2025	MISC	35.00	
	Voucher:			17977	10/17/2025	MISC	875.00	
				17982	10/21/2025	MISC	925.00	
				17979	10/20/2025	MISC	795.00	2,630.00
112609	11/25/2025	00000561	WESTERN EXTERMINATOR CO	79995496	7/31/2025	07/31/2025 - PEST CONTROL AT HOL	1,950.00	
	Voucher:			82706632	9/30/2025	09/30/2025 - PEST CONTROL AT HOL	1,950.00	
				79991092	7/9/2025	07/09/2025 - PEST CONTROL AT HOL	375.00	
				84070255	10/15/2025	ANNUAL PEST CONTROL SERVICE A	304.37	4,579.37
112610	11/25/2025	0011968	WEX BANK	107455760	9/23/2025	OCT 2025 MONTHLY CARD CHARGE	2.00	
	Voucher:			108111116	10/23/2025	9/4/25-10/23/25 FULE PURCHASES	211.92	213.92
112611	11/25/2025	00001522	WHITE CAP CONSTRUCTION S	50034057879	10/29/2025	SPECIAL TOOLS	95.29	
	Voucher:			50034030525	10/28/2025	INVENTORY PO/ SHOVELS	451.80	
				50033950025	10/22/2025	INVENTORY PO/ SHOVELS	3,530.31	4,077.40
112612	11/25/2025	00001280	WILLDAN	00421985	5/30/2025	THRU 05/02/2025 - 9208 ATLANTIC S(	10,570.00	
	Voucher:			00422363	8/29/2025	THRU 08/01/2025 - CM AND INSPECT	51,405.25	61,975.25
112613	11/25/2025	0013572	Z&K CONSULTANTS, INC	4850	10/24/2025	THRU AUGUST 2025 - CM AND INSPE	35,526.00	
	Voucher:			4851	10/24/2025	THRU SEPT.2025 - CM AND INSPECT	34,837.00	70,363.00
112614	11/25/2025	00000062	ZIEGLER'S HARDWARE& SUPP	6181	10/11/2025	MISC HARDWARE	204.77	
	Voucher:			6244	10/27/2025	MISC HARDWARE	88.58	
				6218-2025	10/22/2025	MISC HARDWARE	24.33	
				6207-2025	10/20/2025	MISC HARDWARE	59.78	
				6220-2025	10/22/2025	MISC HARDWARE	132.77	
				6209	10/21/2025	MISC HARDWARE	32.10	
				6170	10/9/2025	MISC HARDWARE	51.80	594.13
112615	11/25/2025	0014720	ZZ CONSTRUCTION, INC	10	10/27/2025	THRU OCTOBER 2025 - CONSTRUCT	4,759.00	4,759.00
	Voucher:							

Sub total for BANK OF THE WEST: 890,136.10

242 checks in this report.

Grand Total All Checks: 890,136.10

Bank : botw BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
3015	10/9/2025 Voucher:	00004708	PERS HEALTH PLAN	Ben375918	10/9/2025	NOV 2025 MEDICAL HMO ANTHE	547,162.59	547,162.59
3028	11/6/2025 Voucher:	00000004	NATIONWIDE RETIREMENT S	Ben377024	11/6/2025	DEF COMP NATIONWIDE: PAYME	71,458.38	71,458.38
3029	11/6/2025 Voucher:	00002370	INTERNAL REVENUE SERVI(	Ben377026	11/6/2025	MEDICARE: PAYMENT	204,440.56	204,440.56
3030	11/6/2025 Voucher:	00000343	PUBLIC EMPLOYEES RETIRI	Ben377028	11/6/2025	PERS RETIREMENT: PAYMENT	308,386.36	308,386.36
3031	11/6/2025 Voucher:	00001186	EMPLOYMENT DEVELOPME	Ben377030	11/6/2025	SDI: PAYMENT	72,870.84	72,870.84
3032	11/6/2025 Voucher:	00004836	SEIU LOCAL 721 CTW CLC-2	Ben377032	11/6/2025	SEIU DUES: PAYMENT	2,990.28	2,990.28
3034	11/6/2025 Voucher:	00004996	SEIU-COPE LOCAL 721, LA/C	Ben377036	11/6/2025	SEIU- COPE LOCAL 721 DEDUCT	88.01	88.01
3035	11/6/2025 Voucher:	00004988	CHILD SUPPORT ON-LINE, S	Ben377038	11/6/2025	CHILD SUPPORT-ONLINE: PAYMI	1,036.12	1,036.12

Sub total for BANK OF THE WEST: 1,208,433.14

8 wires in this report.

Grand Total All Wires: 1,208,433.14

Bank : efbotw BANK OF THE WEST EFT

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
5395	11/25/2025 Voucher:	0014823	RET: ANTHONY PEREZ, EDWA	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5396	11/25/2025 Voucher:	0012466	RET: ADAMS, PAUL L.	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,299.14	1,299.14
5397	11/25/2025 Voucher:	0005570	RET: ALONZO, ANTHONY	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,011.40	1,011.40
5398	11/25/2025 Voucher:	0014715	RET: ANDERSON, KENNETH R.	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	300.00	300.00
5399	11/25/2025 Voucher:	0012843	RET: AUSTIN, BYRON A.	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5400	11/25/2025 Voucher:	0005813	RET: AVILA, VINCENT	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5401	11/25/2025 Voucher:	0013775	RET: AVILES, OMAR ADOLFO	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	300.00	300.00
5402	11/25/2025 Voucher:	0014366	RET: BARKER, RILEY M.	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5403	11/25/2025 Voucher:	0012982	RET: BONILLA CLAYTON, YADIF	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5404	11/25/2025 Voucher:	00001265	RET: BRASSFIELD, CHARLES R	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	250.00	250.00
5405	11/25/2025 Voucher:	0006324	RET: BURBACH, MAUREEN	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5406	11/25/2025 Voucher:	0012844	RET: CAMACHO, EDWARD	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5407	11/25/2025 Voucher:	0014800	RET: CHAVEZ, CELESTE	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	300.00	300.00
5408	11/25/2025 Voucher:	00000817	RET: CHRIST, DOUGLAS F	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	250.00	250.00
5409	11/25/2025 Voucher:	00003408	RET: DAMRON, ROGER V	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	250.00	250.00
5410	11/25/2025 Voucher:	0014404	RET: DAVILA, PAULITA	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	300.00	300.00
5411	11/25/2025 Voucher:	0013163	RET: DAVIS, RANDALL JOHN	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,196.68	1,196.68
5412	11/25/2025 Voucher:	00004777	RET: DAY, ROBERT A	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	250.00	250.00
5413	11/25/2025 Voucher:	00001776	RET: EADE, JOANN	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	185.08	185.08
5414	11/25/2025 Voucher:	00003973	RET: EADS, KENNETH P.	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,011.40	1,011.40
5415	11/25/2025 Voucher:	00003853	RET: FANNIN, ZONA	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00

5416	11/25/2025 Voucher:	0008820	RET: FERNANDEZ, CARLOS	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5417	11/25/2025 Voucher:	00004403	RET: FIELD, GARY	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5418	11/25/2025 Voucher:	0006507	RET: FIGUEROA, GLORIA A.	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5419	11/25/2025 Voucher:	0013564	RET: FLAD, MICHAEL	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,339.68	1,339.68
5420	11/25/2025 Voucher:	00000605	RET: FORRESTER, BOB L	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	250.00	250.00
5421	11/25/2025 Voucher:	0005355	RET: GALBREATH, RUSSELL	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	388.13	388.13
5422	11/25/2025 Voucher:	0011186	RET: GAMBOA, OSCAR	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5423	11/25/2025 Voucher:	00000496	RET: GEORGE, RONALD P	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	250.00	250.00
5424	11/25/2025 Voucher:	0013121	RET: GONZALES, LORETTA	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5425	11/25/2025 Voucher:	00003940	RET: GONZALEZ, HIRAM	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5426	11/25/2025 Voucher:	0006328	RET: GUTIERREZ, MANUEL	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5427	11/25/2025 Voucher:	0014822	RET: GUTIERREZ, REYNA	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	300.00	300.00
5428	11/25/2025 Voucher:	0006510	RET: HERNANDEZ, MARIA	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5429	11/25/2025 Voucher:	0006329	RET: HOMSHER, HUGH	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	738.56	738.56
5430	11/25/2025 Voucher:	0013216	RET: HUFFMAN, EDWARD RAY	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5431	11/25/2025 Voucher:	0012845	RET: HUGAR L., JAMES	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5432	11/25/2025 Voucher:	00004784	RET: HUNTRODS, RICHARD F	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	239.00	239.00
5433	11/25/2025 Voucher:	0009521	RET: HUPP, KEITH	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5434	11/25/2025 Voucher:	0008058	RET: INMAN, RONALD	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5435	11/25/2025 Voucher:	00004785	RET: IRISH, TERRY F	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	250.00	250.00
5436	11/25/2025 Voucher:	0011110	RET: JOHNSON, GERALD	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5437	11/25/2025 Voucher:	00004787	RET: KENNEDY, GARY E	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	250.00	250.00
5438	11/25/2025 Voucher:	0005356	RET: KEY, ANDREW	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,011.40	1,011.40
5439	11/25/2025 Voucher:	0011111	RET: KOOMEN, SHERI L.	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5440	11/25/2025	0009946	RET: LEFEVER, STEVEN A.	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	200.00	200.00

5441	Voucher: 11/25/2025	00004789	RET: LILLEY, RAYMOND E	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	250.00	250.00
5442	Voucher: 11/25/2025	0012707	RET: LLOYD, BRUCE W.	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5443	Voucher: 11/25/2025	0012927	RET: LONG, PENG	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5444	Voucher: 11/25/2025	0005633	RET: LOPEZ, ALFONSO	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	590.37	590.37
5445	Voucher: 11/25/2025	0006511	RET: LOPEZ, RAMON A.	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5446	Voucher: 11/25/2025	0009453	RET: LOPEZ, VERONICA	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5447	Voucher: 11/25/2025	0013398	RET: MARIN, SANDRA	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5448	Voucher: 11/25/2025	0007656	RET: MATSUKIYO, DAVID	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5449	Voucher: 11/25/2025	0014276	RET: MCEVILLY, DEBORAH	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	300.00	300.00
5450	Voucher: 11/25/2025	0013777	RET: MONTANEZ JR., ABELINO	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	300.00	300.00
5451	Voucher: 11/25/2025	00003328	RET: MOSBY, DOROTHEA S	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	185.08	185.08
5452	Voucher: 11/25/2025	0011895	RET: MUNOZ, ALFREDO	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5453	Voucher: 11/25/2025	00003239	RET: NASSAR, SAMI R	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	200.00	200.00
5454	Voucher: 11/25/2025	0014639	RET: O'MALLEY, DEREK	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5455	Voucher: 11/25/2025	0012468	RET: ORTIZ, JULIAN	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	768.52	768.52
5456	Voucher: 11/25/2025	0012467	RET: PATINO, IGNACIO M.	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5457	Voucher: 11/25/2025	0011522	RET: PELLERIN, ROBERT	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5458	Voucher: 11/25/2025	00005237	RET: PEREZ, SUSAN	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5459	Voucher: 11/25/2025	0010733	RET: PIXLER, DAVID	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5460	Voucher: 11/25/2025	00004794	RET: POWELL, ROBERT K.	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	250.00	250.00
5461	Voucher: 11/25/2025	0006326	RET: RAMIREZ, VIRGINIA	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5462	Voucher: 11/25/2025	0006327	RET: RASCO, ANGELA	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5463	Voucher: 11/25/2025	0011967	RET: RIVERA, FRANK J.	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	786.34	786.34
5464	Voucher: 11/25/2025	0011978	RET: RIVERA, HANNAH TELLEZ	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	786.34	786.34
	Voucher:								

5465	11/25/2025 Voucher:	0012837	RET: RODRIGUEZ, ANNA	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5466	11/25/2025 Voucher:	0012682	RET: RUIZ, NELLIE	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5467	11/25/2025 Voucher:	0011112	RET: SALDIVAR, MARIO M.	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5468	11/25/2025 Voucher:	0013274	RET: SAUCEDO NEVAREZ, LUIS	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5469	11/25/2025 Voucher:	0009865	RET: SCHRADER, GEORGE R.	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,331.00	1,331.00
5470	11/25/2025 Voucher:	0011521	RET: SCOTT, DAVID	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5471	11/25/2025 Voucher:	0013273	RET: SEKIYA, JONATHAN M	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,086.55	1,086.55
5472	11/25/2025 Voucher:	00000458	RET: SEWELL, ELAINE	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5473	11/25/2025 Voucher:	00000459	RET: SEWELL, KENNETH R	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5474	11/25/2025 Voucher:	0006513	RET: SHETTER, RANDOLPH M.	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5475	11/25/2025 Voucher:	00000869	RET: SMITH, CHARLES R	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	250.00	250.00
5476	11/25/2025 Voucher:	00004796	RET: SPEELMAN, PATRICIA L	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	250.00	250.00
5477	11/25/2025 Voucher:	00002147	RET: SPROWLS, KENNETH C	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	250.00	250.00
5478	11/25/2025 Voucher:	0008313	RET: SULLIVAN, DARREN	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,011.40	1,011.40
5479	11/25/2025 Voucher:	0006512	RET: TATTI, WILLIAM P.	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5480	11/25/2025 Voucher:	0014457	RET: TEEPLES, JAMES	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5481	11/25/2025 Voucher:	0014524	RET: TIMOTEO, VINEULA	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	300.00	300.00
5482	11/25/2025 Voucher:	0014403	RET: TORRES, DAVID E	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	200.00	200.00
5483	11/25/2025 Voucher:	0012959	RET: TREJO, RAMONA M	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5484	11/25/2025 Voucher:	0014379	RET: URTEZ, YOLANDA	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	300.00	300.00
5485	11/25/2025 Voucher:	00003573	RET: VAN LIEROP, MARTIN G	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	426.70	426.70
5486	11/25/2025 Voucher:	0013776	RET: VARGAS, ALEX J.	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	300.00	300.00
5487	11/25/2025 Voucher:	0015164	RET: VERVERA, ISMAEL	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
5488	11/25/2025 Voucher:	00003959	RET: WADE, RICHARD	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	306.00	306.00
5489	11/25/2025 Voucher:	0007655	RET: WELLS, GREGORY	NOVEMBER	2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	768.52	768.52

5490	11/25/2025 Voucher:	00004379	RET: WHALEN, HARVEY	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	150.00	150.00
5491	11/25/2025 Voucher:	0008821	RET: WILLIAMS, TIMOTHY	NOVEMBER 2025	11/9/2025	NOV 2025- RETIREE MEDICAL INS.	1,507.78	1,507.78
						Sub total for BANK OF THE WEST EFT:		60,688.45

96 wires in this report.

Grand Total All EFT:: 60,688.45

20

WARRANT REGISTER SUMMARY
CITY COUNCIL MEETING OF 11/25/2025

TOTAL PART I - PAYROLL- RELATED CHECKS		61,171.07
TOTAL PART II - PREPAID CHECKS (11/05/2025)		454,094.73
TOTAL PART III - PREPAID CHECKS (11/12/2025)		573,310.78
TOTAL PART IV -ACCOUNTS PAYABLE CHECKS & WIRE TRANSFERS		890,136.10
TOTAL PART V-PAYROLL- RELATED WIRE TRANSFERS		1,208,433.14
TOTAL PART VI -ACCOUNTS PAYABLE EFTs		60,688.45
	SUB - TOTAL	3,247,834.27
LESS: VOIDS		(1,696.21)
LESS: EMPLOYEE PAYROLL DEDUCTIONS		(446,079.47)
	GRAND TOTAL	2,800,058.59

SOUTH GATE CITY COUNCIL
WARRANT APPROVAL AND CANCELLATION

Warrant Number 112440 to Warrant Number 112615 inclusive, plus WireTransfers and EFTs totaling $2,800,058.59 as listed on the accompanying Accounts Payable Warrant Register of Nov 25, 2025 are approved as presented, with the exception of the following voided and replacement warrants:

Voided Check Number	Vendor	Check Date	Amount	Reason for Void or Replacement
109244	RODRIGUEZ, JAMIE	2/25/2025	$40.00	ATTEMPTED NOT KNOWN
109165	HUERTA MENDEZ, VANESSA	2/25/2025	$143.38	NO SUCH STREET
109113	BRABANT, ROBERT	2/25/2025	$175.00	ATTEMPTED NOT KNOWN
109822	CESAR VARGAS CARCAMO	4/22/2025	$139.00	ATTEMPTED NOT KNOWN
109797	GAUTHIER BRANDY	4/22/2025	$120.49	UNABLE TO FORWARD
109770	BACA, CHRISTIAN	4/22/2025	$174.45	UNABLE TO FORWARD
109821	LERMA, JOSEFINA	4/22/2025	$20.00	NO SUCH STREET
108746	FRANCHISE TAX BOARD	1/9/2025	$883.89	OVER PAYMENT
	TOTAL OF VOIDED CHECKS		**$1,696.21**	
	*** TOTAL OF REPLACEMENT CHECKS**		**$0.00**	

* Replacement checks reported in previous warrant registers have no impact to the grand total.

Rick Taylor 11/19/25

ACCOUNTING AND FINANCE MANAGER

DIRECTOR OF ADMINISTRATIVE SERVICES

Pursuant to action of the City Council on NOV 25, 2025 at a regular or adjourned meeting, the City Treasurer was ordered to pay and/or cancel the above warrants, wire transfers & ETFs, as approved.